



启发小学

QIFA PRIMARY SCHOOL

50, WEST COAST AVENUE. SINGAPORE 128104

Principal's Letter – Term 4, November 2017

Dear Parent/Guardian

***Every School, a Good School**

Strategic Thrust 4 – Creating Quality Systems

School Hours in 2018

Days	School Hours
Mondays, Tuesdays, Thursdays and Fridays	7.40 a.m. to 1.30 p.m.
Wednesdays	7.40 a.m. to 2.30 p.m. (including a 30-minute lunch break)

Do note the change in starting and dismissal times on Wednesdays for 2018 in the table above. Dismissal time will remain at 1.30 p.m. on Mondays, Tuesdays, Thursdays and Fridays. The guideline issued by the Ministry of Education (MOE) recently is for schools to structure a lunch break if lessons end after 1.30 p.m. which is the case this year on Wednesdays. In view of that, we appreciate your understanding that school will end at 2.30 p.m. instead of 2 p.m. to accommodate a lunch break. However, the reporting times from Mondays to Fridays will be at 7.40 a.m. including Wednesdays (in 2017 pupils report to school on Wednesdays at 7.30 a.m.).

Staggered Lunch Time (Wednesdays only)

Primary 1 and 2	Primary 3 and 4	Primary 5 and 6
12.00 p.m. – 12.30 p.m.	12.30 p.m. – 1.00 p.m.	1.00 p.m. – 1.30 p.m.

To prevent overcrowding at the canteen, lunch time will be staggered as reflected in the table above. We seek your understanding and cooperation not to make arrangements for lunch boxes to be handed over to the children during lunch time. With the staggered lunch time, pupils will have sufficient time to buy their own food from the canteen and consume them. On the other days, the pupils will have a lunch break from 1.30 p.m. to 2.15 p.m. before their enrichment/remedial lessons or CCAs.



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Snack Time (Mondays, Tuesdays, Thursdays and Fridays)

Research has shown that children should eat every three to four hours to maintain their energy and focus on school work. Thus a 10-minute snack time will be incorporated during curriculum time for all levels for the other four days where dismissal is at 1.30 p.m.

Please continue to support us in encouraging the pupils to adopt a healthy lifestyle which includes choice of food. You can pack fruit like an apple or a banana, or prepare a light sandwich for your child/ward to eat during the snack time. Do note that the snack time is not meant to be a lunch break as we are using 10 minutes of the curriculum time for the children to have a quick bite therefore please do not prepare elaborate lunch boxes for this 10-minute snack time.

Dismissal Time in Term 1, Week 1, 2018

To help the pupils to ease into the new academic year, all pupils will be dismissed at 1.30 p.m. from 2 to 5 January 2018. Therefore, no lunch break will be provided on Wednesday, 3 January 2018.

***Every Student, an Engaged Learner**

Strategic Thrust 1 - Providing a Holistic and Value-added Education

Revised Co-Curricular Activities (CCAs) & Enrichment/Remedial Lesson Schedules

Enrichment/Remedial Lessons	CCAs
Mondays and Fridays	Tuesdays and Thursdays
Session 1: 2.15 p.m. – 3.15 p.m.	2.15 p.m. – 4.15 p.m.
Session 2: 3.15 p.m. – 4.15 p.m.	

We have made changes to the 2018 CCAs and Enrichment/Remedial Schedules in view of parents' feedback this year, and as we continue to review and refine our school programmes. From 2018, P3 to 6 pupils will have their enrichment/remedial lessons on Mondays and Fridays at two timeslots, 2.15 p.m. to 3.15 p.m., and 3.15 p.m. to 4.15 p.m. CCAs will be held on Tuesdays and Thursdays from 2.15 p.m. to 4.15 p.m. In this way, pupils do not need to stay in school till 5.15 p.m. on CCA day/s like this year.



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Change in Form Teacher from P1 to 2

We are in the midst of finalising staff deployment pending confirmation of staff movement from MOE. Although we usually have en-bloc movement for P1 to 2, there may be a class or two with a change of Form Teacher. We will update you as soon as possible via the SNAC platform for the class/es with a change in Form Teacher.

In Partnership with you

If you have any pressing concerns or constructive feedback for us, please feel free to approach your child/ward's Form, Co-Form and Subject Teachers, or email us at the following school email address: qifa_ps@moe.edu.sg.

Lastly, I wish you a good year-end break with your child/ren/ or ward(s), and we look forward to having the children back to school on Tuesday, 2 January 2018.

Thank you.

Yours sincerely

May Wong-Tan (Mrs)
Principal