



A Note from the Principal

Dear Parents / Guardians,

It is my pleasure to welcome you and your children back to a new school year and to QIFA, a wonderful school founded 113 years ago, which has since grown into a school of choice among parents, educators and students.

I am indeed honoured to be the new principal of Qifa Primary School. As an introduction, I would like to share that I have had many years of experience as a primary school teacher, as a head of department as well as a vice-principal. Prior to this appointment, I was the principal of St. Gabriel's Primary School. This will be my eighth year as a principal. I believe that every child can learn and wants to learn. At Qifa, we will work together to bring out the best in your children by providing them with a rich, stimulating learning environment, one where they will discover their gifts and passions.

We are starting the Qifa Bulletin which will serve as the communication between the school and parents. You can look forward to content such as important messages, upcoming events or activities, assessment matters as well as information on your children's achievements. We would appreciate that you keep yourselves updated and involved in your children's educational journey by reading the bulletin. The first issue, for the month of January will be issued as a hardcopy as well as via the online mode (through an SMS notification with a link for download as well as through the school website). Thereafter, we will not be printing any more hardcopies. Only online copies will be provided.

I have met with my management team and staff in December and I have found them to be competent professionals who have a heart for their young charges. Your children are indeed in good hands.

We look forward to working in partnership with all of you.

Let us make 2019 a great year in Qifa!

Yours sincerely,

Mrs Catherine Chiang
Principal

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Key Updates

1. Staff Appointment and Movement

We would like to congratulate Mr Chua Gim San on his appointment as the Senior Teacher/Educational Support.

We are delighted to welcome the following new staff to the Qifa family:

- **Mr Muhammad Sulaiman Bin Othman**, Head of Department/Physical Education, Aesthetics & Co-Curricular Activities. He was a Senior Physical, Sports & Outdoor Education Officer (Physical Education) from Physical, Sports & Outdoor Education Branch, MOE.
- **Ms Mumtaz Binte Maideen**, Head of Department/Character & Citizenship Education. She was a Senior Character & Citizenship Education Officer from Citizenship Education Branch, MOE.
- **Ms Camy Ong**, Year Head/Middle Primary. She was formerly a Year Head from Teck Whye Secondary School.
- **Mr Mohamad Faisal Bin Jamain**, Year Head/Lower Primary. He was formerly a Curriculum Planning Officer from Social Studies Primary Unit of Humanities Branch, MOE.
- **Ms Eileen Ang**, Subject Head/Aesthetics & Co-Curricular Activities from Shuqun Secondary School.
- **Ms Shabeena Begum**, Subject Head/National Education & Social Studies from Seng Kang Primary School.
- **Mdm Farhana Binte Abdul Rahim**, English and Mathematics Teacher, formerly a Curriculum Resource Development Officer from Curriculum Planning & Development Division, MOE.
- **Mr Zhang Weixiang**, Music Teacher from Casuarina Primary School.

We bade farewell to the following staff who have left the school and thank them for their contributions to the school: Mr Su Yizhong, Ms Candice Chen, Ms Janice Lum, Ms Shi Wenjie, Mrs Jayanthi Rao, Mrs Ivine Ng Seow Hwei, Ms Grace Lee, Ms Cheryl Yap, Ms Jiang Shu, Ms Rebecca Lim, ICT Associate, Mr Andrew Lim and ICT Trainer, Ms Sabrina.

Key Updates

2. Communications for Home-School Partnership

Effective communication between the school and parents is important. Throughout the year, 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. You can call the General Office at 6778 3085 between 7.00 a.m. and 6.30 p.m. to leave a message for the teacher to contact you or send an email to the teacher concerned.

Please be informed that teachers are not expected to provide their personal phone number to parents/guardians. If they choose to do so for various reasons, we hope that you will contact them during office hours.

Changes in Staff's Email Addresses

Please kindly note that the staff's email addresses are changed with effect from January 2019, the updated email addresses of our staff are available on the school website at: <http://www.qifapri.moe.edu.sg/about-us/school-teaching-staff>.

We value your continual support to partner us to help your child/ward progress and excel.

Key Updates

3. Assessment Matters

To reduce the over-inflation of effort and build intrinsic motivation in our pupils to learn, starting from this year, there is no weighted assessment for the Primary 1 and 2. The school will make use of informal formative assessments and update parents/guardians on their child/ward's attainment of learning objectives periodically. More information will be shared during P1-3 Networking Session on 15 February 2019.

The following table gives a summary of the types of holistic assessments for the P1 to P6 in this year. Please be reminded that if your child/ward is absent on the day of any weighted assessment, a **medical certificate** is required. Absentees with a medical certificate will be given a VR (Valid Reason) instead of a zero.

Levels	Term 1	Term 2	Term 3	Term 4
Primary 3	Bite-sized assessments & Review Tests	SA 1	Unweighted Bite-sized assessments	SA2
Primary 4	Bite-sized assessments & Review Tests	SA 1	Unweighted Bite-size assessments	SA2
Primary 5	Bite-sized assessments & Review Tests	SA 1	Unweighted Bite-sized assessments	SA2
Primary 6	CA1	SA 1	Preliminary Examinations	PSLE

You will receive the detailed Assessment Schedule for the various levels for each term in a separate letter.



Mrs Cindy Ong
Vice-Principal

Key Updates

4. 2019 Networking Sessions

To forge closer partnerships with parents in the education of your children, we would like to urge you to take the time to join us for the Networking Sessions with Parents this term. School Leaders will share the strategic directions and highlight key events for each level, and Form and Co-Form Teachers will interact with parents on the school policies and expectations of the pupils. The networking sessions will be conducted on the following day and time:

Primary 1 to 3	Primary 4 to 6
15 February 2019 (Friday)	23 February 2019 (Saturday)
6.00 p.m. to 8.00 p.m.	9.00 a.m. to 11.00 a.m.



Mrs Rathika Arusu
Year Head/Upper Primary

5. Mother Tongue Workshops for Parents

The Mother Tongue Languages Department will be conducting the following workshops to share with the parents on the school's pedagogical approaches and assessment principles of the various Mother Tongue languages and how they can work closely with the teachers to support their child to develop his/her Mother Tongue language proficiency. We hope that you can take time off your busy schedule to join us at the workshops.

Primary 1 to 3	Primary 4 to 6
15 February 2019 (Friday)	23 February 2019 (Saturday)
3.00 p.m. to 5.00 p.m.	11.15 a.m. to 1.00 p.m.

Key Updates

6. Chinese New Year Celebrations

Our school is celebrating Chinese New Year on Monday, 4th February 2019. The theme for this year's celebration is “2019, 团圆和睦幸福年”. The message we hope to bring to our pupils is, unity and harmony bring happiness and bliss.

The event will run from 7.40 a.m. to 10.00 a.m., and pupils are encouraged to come to school dressed in traditional Chinese costumes. They may report to school in their uniform if they do not have a traditional Chinese costume.

The pupils will attend a Chinese New Year Concert followed by a classroom activity. As there will be no lessons on that day, pupils are only required to bring their water bottle, stationery and a story book. Arrangements will be made with the school bus operator to pick up the pupils from 10 a.m. onwards if they are taking the school bus home.



Mg Ng Joon Khang
HOD/Mother Tongue Languages

7. Updates on Attendance-Taking and School Notifications System

We have discontinued the use of SNAC and adopted SC Mobile, an administrative application wholly provisioned and managed by MOE for attendance-taking of pupils and notifications to parents/guardians. SC Mobile will enable the school to monitor the pupils' attendance more effectively in a secured environment.

Starting from 21 January 2019, parents/guardians will receive a SMS notification when their child/ward is absent from school. Parents/guardians will be requested to call the General Office to inform the school the reason for their child's/ward's absence by 10.00 a.m.. When the child/ward returns to school, they will have to submit a medical certificate or a letter of absence to their Form/Co-Form Teacher.

Please kindly call the General Office at 6778 3085 if you need any further assistance or clarification on this new system.



Mdm Diana Foo
Subject Head/ICT

Administrative Matters

1. Safety Matters

Visitors to School

For the safety of the pupils, all visitors must furnish their names and identification card numbers to obtain a Visitor's Pass from the security post. Visitors are to proceed to the General Office directly. The teaching blocks are out of bounds to visitors.

Parents/Guardians who need to see a teacher or school leader personally should make an appointment first so that they can have an uninterrupted time of discussion with him/her. The staff in the General Office will contact the teacher or school leader if parents/guardians need to meet them.

Road Safety

To ensure a safe and smooth traffic in the morning and during school dismissal, we would appreciate it if parents can abide by the following rules:

1. *Dropping off*

Parents/Guardians who walk their child/ward to school can accompany them up to the Side Gate 'A' (beside security post) and Side Gate 'B' (beside the Vehicle Exit Gate) respectively.

All drop-off vehicles are only allowed into the school compound from 6.30 a.m. to 7.40 a.m. and they are to keep to the left side of the lane. Drivers are not allowed to overtake and have to keep to the speed limit of 15km/h within the school compound. No right turn is allowed from 7.00 a.m. to 7.40 a.m. at the Vehicle Exit Gate to avoid traffic congestion along West Coast Avenue. Do be patient as younger children would need longer time to alight.

2. *School Dismissal*

Parents/Guardians are to wait for their child/ward at the waiting area near the security post. No vehicles (except for school buses) are allowed into the school compound during dismissal. Parents/Guardians are to park their vehicles outside the school.

3. *Vehicle Entry hours*

No entry to all vehicles (less school buses) between:

7.40 a.m. — 8.00 a.m. (Daily)

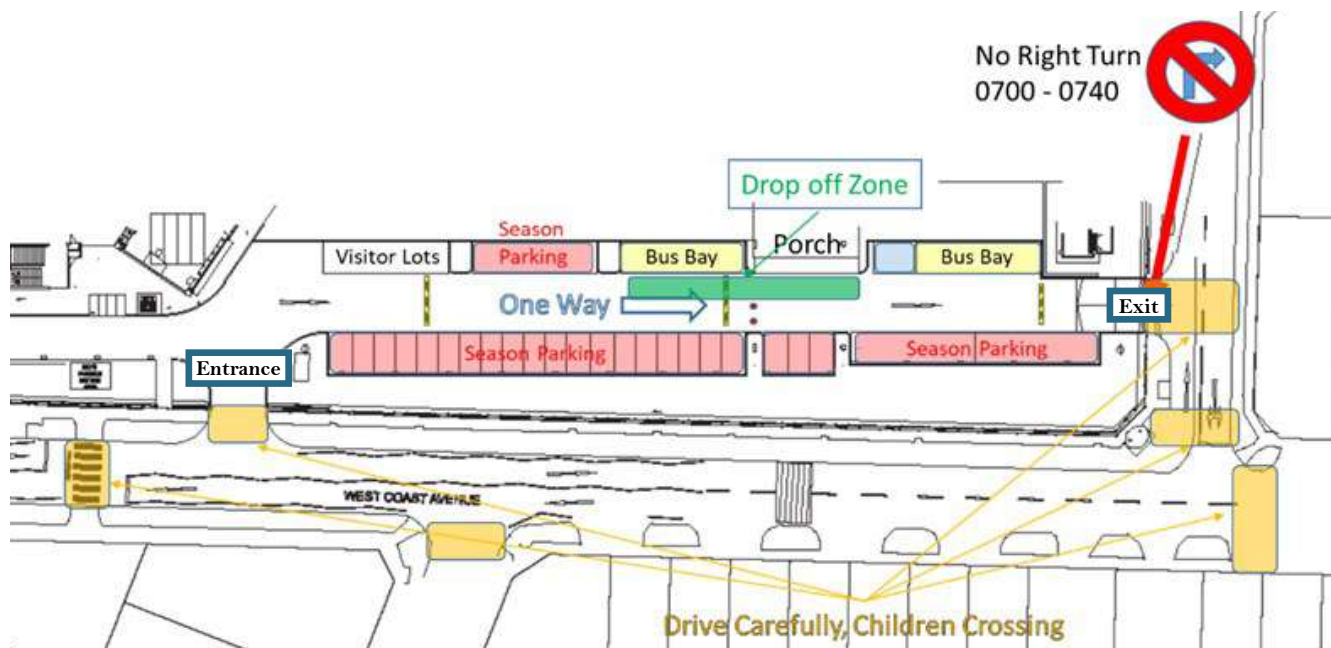
1.30 p.m. — 2.00 p.m. (Daily except Wednesdays)

2.30 p.m. — 3.00 p.m. (Wednesdays)

Administrative Matters

4. One-way traffic

Please be reminded that traffic within Qifa Primary School is one-way only. See diagram below:



School Bus

If your child/ward is using the school bus service, we would appreciate that you partner the school to remind him/her of the following:

- Seat belts are to be worn at all times.
- Standing on the bus is strictly prohibited. All passengers are to remain seated at all times.
- The school bus should be kept clean; there should be no eating or littering in the school bus.
- Use of inappropriate language towards the bus attendant, driver and other children on the school bus will not be condoned.

Do note that the bus vendor is at liberty to stop providing bus service for an errant child who has been warned repeatedly but who fails to adhere to the bus rules above.

Mr Gabriel Wong
Vice-Principal

Family Matters @QIFA

2. Evidence-Based Programmes (EBP) by Family Matters @QIFA

Since April 2014, Qifa Primary School, together with Ministry of Social and Family Development (MSF), have organized Evidence Based Programmes such as Positive Parenting Programme (**Triple P**) and **Signposts** for parents with children in Primary 3 and 4.

Parents who attended the programmes have benefitted greatly as they were more expressive and confident in dealing with negative situations. Parents also gave feedback that they had improved in their communication with their child/ren. Their child/ren were also observed to control their emotions better and able to follow realistic expectations set by their parents. These programmes help to equip parents with tools to design their own routines to suit the needs of their child/ren and develop effective strategies to prevent and manage current difficult behaviour.

This year, Family Matters @QIFA will be organising a series of 3 *Triple P Seminars* on the following topics:

1. The Power of Positive Parenting
2. Raising Confident, Competent Children
3. Raising Resilient Children

All Primary 3 and 4 parents are invited to join the EBP programmes. The invitation packages will be distributed in Week 1 and we seek your assistance to read through the package and return your response to the school by Monday, 14 January 2019.



Mr Kenny Ng
HOD/VIA & Special Projects