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AMKPS/SCH/25/001

2 January 2025

2025 AMKP TERM 1 LETTER – TERM 1

Dear Parents/Guardians,

Wishing all of you a very Happy New Year! We would like to extend a warm welcome to our new Primary One and MOE Kindergarten (MK1) parents/guardians.

In this termly letter, we will be sharing relevant school matters and other key information.

1. Welcome

We would like to welcome our new Principal, Mr Muhammad Farizal Bin Umar Effe to AMKP. Mr Farizal has had a range of leadership experiences in the Ministry of Education. He was the Principal at Radin Mas Primary School from 2018 to 2024 and started his career in secondary school as History and Social Studies teacher. Mr Farizal strongly believes in the importance of a quality holistic education to allow all students regardless of needs and abilities to achieve multiple peaks of success and excellence in various domains. As a father of two girls, Mr Farizal also recognises that each child is different, unique and special and seeks strong partnership with all parents to support each child to flourish in their years in AMKP. He wishes all parents, students and staff in AMKP a blessed and meaningful 2025 ahead and may the year ahead usher in positivity, optimism and growth for all.

We also like to welcome the following staff who have joined the AMKP family.

Name of Staff	Designation
Ms Jamie Tan	Centre Head, MOE Kindergarten@Ang Mo Kio
Mr Ethan Tan Wu Xiang	HOD/Educational Support
Ms Lim Tian Jing	HOD/Mother Tongue Language
Mr Cavin Lee Chun Wan	Year Head/Lower Primary
Ms Melissa Wee Liang Mei	Level Head/English Language
Mr Mohammad Rizal Bin Kamid	Subject Head/Physical Education & Co-curricular Activities
Ms Siti Noorul Ain	Senior Teacher/Mathematics
Ms Yvonne Loh	Administration Manager
Mdm Kang Phay Jia	Teacher/English Language and Mathematics
Ms Susan Seow	Teacher/English Language and Mathematics
Mr Alan Chua Gim Sen	Teacher/ Mathematics and Science
Mdm Tan Mui Mui	Teacher/Chinese Language
Mdm Lina Julianna Binte Margini	Teacher/Malay Language
Mdm Nur Azimah Bte Mohd Jailani	Teacher/Art

2. Term 1 Calendar of Events and Activities

The Term 1 Calendar of Events and Activities is available on the school website.

<https://www.angmokiopri.moe.edu.sg/resources/parents/letters-n-circulars/>

Detailed information on assessments and events will be issued later. We kindly request parents and guardians to enable notifications on the Parents Gateway app to receive timely information on school activities.

3. Attendance and Punctuality

Regular attendance positive impacts a child's learning. A child who is absent frequently will miss out on the learning experiences in school. It will also affect the bonds he/she forms with their classmates. Students should be in school during term time unless taken ill or excused from school for important private reasons. Please submit the medical certificate or valid documentation to the form teacher upon your child/ward's return to school after an absence. Please refer to our Student Handbook (page 8) for more details.

We aim to cultivate punctuality in our students. **All students are expected to be in school by 7.30 a.m. Late arrivals (after 7.30 a.m.) will be recorded,** and a notification letter will be issued to parents for students who are late five times within five weeks. **We seek your help in ensuring that your child/ward comes to school punctually. Please note that persistent late-coming will affect your child/ward's overall conduct grade.**

4. School Uniform

It is important for students to wear the school uniform as this promotes a sense of pride and belonging in our students. As such, students are to wear the prescribed school uniform which includes the PE attire. Modification to the uniform is not allowed.

With Singapore continuing to experience warm weather in the recent years, students can continue to come to school in their PE attire (except on the days of school-based and national examinations) until further notice. P4 to P6 female students should wear the PE shirt and skorts to school and change into the PE shorts only during PE lessons.

Similarly, name tag is part of our school uniform and serves as a form of student pride and identity. All students must have their name tag affixed to their uniform and PE T-shirt. Please refer to Annex A for the correct place to affix the name tag.

5. Semesterly Temperature-taking Exercise on 15 January 2025

To maintain schools' preparedness for potential re-activation of temperature-taking measures, an exercise will be conducted for all staff and students in Term 1 Week 2 on **Wednesday, 15 January 2025**. All students will be screened upon arrival in school. Those who are unwell will be required to seek medical attention and may only return to school when they have fully recovered.

6. Safety and Security Matters

The school ensures your child/ward's safety by monitoring human and vehicular traffic flow in and out of the school premises. We are updating you on the arrival and dismissal procedures to enlist your support in keeping our children safe. These guidelines are established **for compliance** by staff, students, parents and other stakeholders, including domestic helpers and guardians.

6a. Arrival and Dismissal Procedures

All students are to report to school by 7.30 a.m. and will be dismissed in two groups as stated in the table below:

Levels	Dismissal Timings
P1 to P4	1.30 p.m.
P5 and P6	1.35 p.m.

These timings apply from Mondays to Fridays, except when your child/ward has remedial classes, CCAs or any other school events. We seek your understanding that parents/guardians are not allowed into the school compound when dropping off or picking your child/ward. However, the parents/guardians of P1 and P2 students will be allowed into the school compound (foyer area) during dismissal to pick up the younger students. These procedures and arrangements will be reviewed periodically.

6b. Arrival (Dry/ Wet Weather)

- i. **During dry weather**, students may enter the school through Gate A (near the bus stop) or Gate C (next to the Security Guard House) between 6.50 a.m. and 7.30 a.m.
- ii. **In extreme wet weather**, Gate C will be closed. Students should enter the school through Gate A (near the bus stop) before 7.30 a.m. This ensures students remain dry as there is a covered walkway into the school. Parents' vehicles may enter the school premises via Gate B, drop off students at the foyer (where staff members will be available to assist) and exit out via Gate D.



6c. Dismissal after School (Dry/ Wet Weather)

Please note the dismissal timings and venues (without after-school activities).

Time	Level	Venue
1.30 p.m.	P1 and P2*	Foyer
1.30 p.m.	P3 and P4	Gate near the bus stop (Gate A) or Back Gate (Gate F)
1.35 p.m.	P5 and P6	

* P1 and P2 parents with children at other levels can fetch them at the foyer.

6d. Dismissal after Remedial or Enrichment lessons/CCAs/Learning Journeys (Dry/ Wet Weather)

All students will be dismissed via Gate C (next to the Security Guard House) only. The rest of the gates will be closed, except for Gate A (near the bus stop) during wet weather. In extreme wet weather, parents will be allowed into the school to wait at the covered area of the school foyer.

6e. Late Arrival for Pick-up

Parents/Guardians who arrive late to pick up their child/ward must first register with the Security Officer at the Guard House before proceeding to the General Office for assistance.

6f. Students Taking the School Bus

Students taking the school buses will be attended to by the respective bus drivers at the designated school bus bay, located in the school carpark in front of Block A. Attendance will be taken before students board the buses to ensure accurate accounting. **We kindly request your cooperation in informing the respective bus driver in advance if your child/ward will not be taking the school bus due to a valid reason.**

6g. Picking Up Procedures during Curriculum Time

Parents/Guardians who need to pick up their child/ward during curriculum time due to unforeseen circumstances or valid reasons must first register with the Security Officer at the Guard House before proceeding to the General Office for assistance.

6h. Students Attending Student Care Centre (SCCs)

AMKP Student Care Centre (SCC) operated by NASCANS

Students who are attending NASCANS will have their attendance taken by the NASCANS mentors. Kindly inform the NASCANS mentor if your child/ward is absent from school or is unable to attend NASCANS due to valid reasons.

Student Care Centres (SCC) operated by External Organisations

Students attending SCCs managed by external organisations will be centrally grouped at the foyer whilst awaiting pick-up. These students will only be dismissed when personnel from their respective centres arrive at the school to receive them at the foyer.

7. Traffic Advisory from the Land Transport Authority (LTA)

The Land Transport authority (LTA) has observed vehicles parking or waiting outside the school along Ang Mo Kio Ave 3, particularly during school reporting and dismissal hours. LTA does not permit any vehicle to park or wait along this road, except for quick student drop-offs. They have cautioned that enforcement actions will be taken against errant road users who flout traffic rules and regulations (Annex B).

In light of this, we appeal to parents and guardians to adhere to road safety guidelines. Your co-operation is crucial in ensuring the safety of every child and road user.

8. Visitors to the School

All visitors, including our parents/guardians, **must enter the school through Gate C (next to the Security Guard House)** and report to the General Office to state the purpose of their visit. We seek your understanding that multiple entry points for visitors could compromise the security of the school premise and the safety of our students. **Visitors are permitted to move within the school compound ONLY when accompanied by a designated staff member.**

9. Conduct

The school rules and expected behaviours are detailed in the Student Handbook. Our teachers will explain these to your child/ward during the first week of the school and will be reinforced consistently throughout the year. Your active involvement in helping in reinforcing these expected behaviours will greatly contribute to your child/ward's enjoyment of a more fulfilling school experience.

10. Proper Usage of Mobile Phones and Electronic Devices

Students are discouraged from bringing mobile phones or electronic devices to school.

- a. If you need to contact your child/ward during curriculum time, please call the General Office at 6452 0794.
- b. If your child/ward brings a mobile phones or electronic devices to school, he/she is responsible for its safekeeping. The device must be switched off during curriculum time and after-school programmes. Failure to comply will result in the device being kept in the General Office for collection by the parent/guardian. Please note that playing of games on mobile phones and electronic devices is not permitted.
- c. In the event of misuse of the mobile phone and electronic devices, the school will retain the devices for investigation purposes. They will be returned to the parent/guardian after the investigation is complete.
- d. We seek your understanding regarding this matter as we strive to instill good social habits and responsibility in our students. We also request your assistance in reiterating this message to your child/ward.

11. Photography and videography during school events

Please note that photographs and videos of students, parents or guardians taken at school events by official school photographers may be published on the school's official media platforms. These may be used for briefings, workshops and other educational purposes within MOE. Additionally, the school may publish photographs, videos and students' work or achievements along with their names. If you do not wish to grant permission for the above, please notify the school in writing via email to amkps@moe.edu.sg by **Friday, 10 January 2025**.

12. Birthday Celebrations in School

We kindly request parents and guardians not to bring goodie bags or food items for your child's/ward's classmates. This policy helps prevent potential food allergy incidents and avoids comparisons among students.

13. Enhancements to the AMKP Environment

As communicated in the 2024 Term 3 letter, we began renovating toilets last year to enhance the school environment for our students and staff. The renovation of toilets in the first classroom block was completed in August 2024. We are currently renovating toilets in the second classroom block. Due to the extensive nature of the work (including hacking and replacement of the sewage pipes, and refurnishing toilets with new tiles, sink and toilet seats), these renovations will be completed in phases during February and March 2025. In the interim, some students will use toilets at the adjacent block.

Additionally, we are replacing rain breakers to better protect our buildings and walkways from heavy rain, thereby enhancing the safety of our school community.

14. Parent Support Group (PSG)

We extend our heartfelt appreciation and gratitude to the Parent Support Group Executive Committee (PSG EXCO) and parent volunteers for their ongoing support. Your partnership and assistance with the various school programmes and activities in 2024 have ensured the smooth execution of events. Students' feedback has been positive, highlighting the meaningful interactions they had with the parent volunteers during these activities.

We are also grateful to our PSG for attending the PSG Appreciation Session on 15 November 2024 and setting up a booth during the P1 Orientation. This allowed them to share information about PSG support with our P1 parents, and invite them to be part of the PSG family.

PSG Appreciation Session on 15 November 2024



As we continue to plan purposeful activities for our students, we warmly welcome all parents, including our new P1 parents to be active members of the PSG. We look forward to your positive response to our calls for support and participation. Interested parents can sign up to be a PSG member by completing an online form available at:

<https://www.angmokiopri.moe.edu.sg/resources/parents/parents-support-group-psg/>.

15. **Communication Channels**

Please continue to reach out to us via the following communication channels so that we can better respond to your needs and queries in an efficient manner:

Communication Channels Available for Parents/Guardians	
Student Handbook	Parents can use the Student Handbook to write short messages to teachers.
AMKP Office Telephone No.	6452 0794 Parents can contact the school for general queries and to make appointments with teachers or school leaders.
Parents Gateway	Parents are advised to check your Parents Gateway (PG) accounts frequently or enable 'Notifications' on the PG app. Please update the PG app to the latest version so that you can receive the notifications promptly.
AMKP Website	www.angmokiopri.moe.edu.sg Parents can visit the school's website for termly letters and other information.
AMKP Facebook	Parents can follow us on Facebook for timely updates at https://www.facebook.com/amkp203/ .

Communication Channels Available for Parents/Guardians	
Teacher's Email Addresses	All teachers' emails are available on the school's website for parents to correspond with them.
School's Generic Email Address	amkps@moe.edu.sg Parents can also contact us at the email address above.
Making appointments	Do call up the office for an appointment with a staff at least one day in advance .

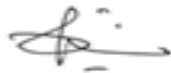
We are grateful for our strong home-school partnership. As we begin a new year, we look forward to working even more closely with you to nurture our children to be 'Confident' AMKPIans who are 'Joyful Learners' and 'Caring Citizens'.

We wish you a happy 2025 filled with abundant blessings for you and your loved ones.

Yours sincerely,



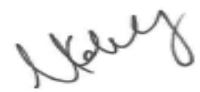
Mr Muhammad Farizal
Principal



Ms Tan Siew Khim
Vice-Principal (Edu)



Ms Nathalie Chen
Vice-Principal (Edu)

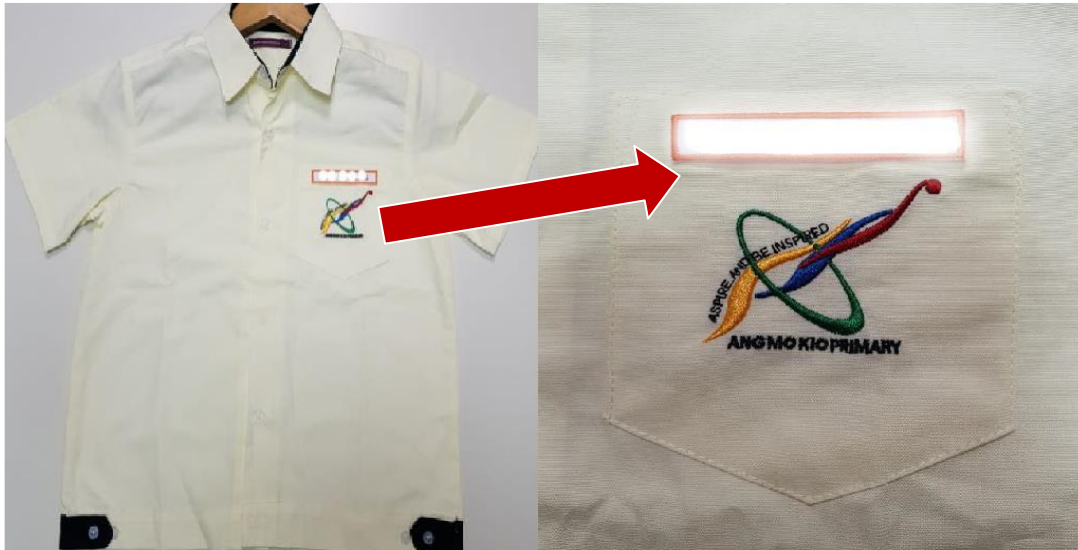


Ms Alethea Liew
Vice-Principal (Admin)

Correct place to affix the name tag on the school uniform and PE T-shirt

School Uniform

Please affix the name tag on the uniform pocket, directly above the school logo as shown in the picture below.



PE T-Shirt

Please affix the name tag on the PE T-shirt, directly above the school logo as shown in the pictures below.



Actions that can endanger our students and other road users

1. Parking within 9 metres of a bus stop



2. Dropping off at the traffic light junction



3. Waiting/Parking along a prohibited zone for a prolonged period of time

