



Ref No: PCPS2022/001

5 January 2022

2022 TERM ONE LETTER TO PARENTS

Dear Parents/ Guardians,

Greetings! We welcome new students and parents to the Punggol Cove Family and welcome the rest back to school. We look forward to a fruitful and enriching year ahead.

1) STUDENT'S HANDBOOK

The students will be receiving the Student's Handbook 2022 over the next few days. The Handbook will serve as a channel of communication between the teachers and parents. It will also be a tool for students to take ownership of their homework as they learn to take notes of their tasks in class, and be responsible to complete their work for submission.

Parents and guardians, please read the school rules and discipline policy in the Student's Handbook 2022 and sign on the acknowledgement box on page 24 by **Friday, 14 January 2022**.

2) COVID-19 SAFE MANAGEMENT MEASURES

In light of the prevailing COVID-19 situation, the school remains vigilant with our continuous effort to keep COVID-19 virus out of the school environment so that our school remains a safe and conducive environment for teaching and learning to take place.

We would like to seek the collective effort of all staff, parents and students to exercise social responsibility and observe the following safe management measures: -

a) Students who are active Confirmed cases or placed on Stay Home Notice (SHN)

- i. Students who are active Confirmed cases or placed on SHN **must not report to school**. Please inform the form teacher.

b) Students who are Unwell or issued Health Risk Warning (HRW) Order

- i. Students who are unwell or have a positive ART result **should not report to school**. They should follow MOH's Protocols 1 and 2 respectively. Please inform the form teacher of the medical leave and symptoms.
- ii. Students issued Health Risk Warning (HRW) should follow MOH's Protocol 3. **Please inform the form teacher of the HRW and ensure your child has a valid negative ART result each day before reporting to school** until the end of the HRW period.

For more information on MOH's Protocols 1 to 3, you may wish to visit MOH's website at <https://www.covid.gov.sg/>.

c) COVID-19 Vaccination for Students

The COVID-19 vaccination programme has been extended to cover children aged 5 to 11 as part of the larger national efforts to keep our children, their families and the wider community safe. Students are encouraged to be vaccinated against COVID-19.

Students will be excused from strenuous physical activities for two weeks after each vaccination. To ensure that the school is updated of your child's vaccination and exempt them from physical activities for two weeks, below are some measures that the school will be implementing.

- i. All PE and CCA teachers will check in with the students before the start of these activities of any recent vaccination.
- ii. Students should also inform their PE, relevant CCA and other teachers about the date of their COVID-19 vaccination before the start of PE and CCA. **Please remind your child to inform their PE and CCA teachers as soon as they have been vaccinated.**

d) Daily Temperature-taking

Temperature-taking will continue to take place in school daily at the start of each school day. P1 students have been issued with an oral digital thermometer (ODT) on Tuesday, 4 January 2022. For P2 to P6 students, we would like to seek parents' assistance in ensuring that your child brings his/her ODT to school every day.

For students who have lost or misplaced their ODTs, or have unserviceable ODTs, please purchase a replacement available in most of the pharmacies and supermarkets. Alternatively, the ODTs can also be purchased at the school bookshop at \$4.50 each.

e) TraceTogether (TT) Token for Contact Tracing

In 2022, contact tracing will be fully TT-based and no manual contact tracing will be conducted. To facilitate contact tracing, **all students must bring their TT token or app for checking-in via SafeEntry to school every day.**

- i. Parents are reminded to ensure their children's TT Tokens are in working order. If the TT token is faulty/out of battery, please **get a replacement at the Community Centres/Clubs (CCs)**.
- ii. If your child does not have any TT token, please **collect a token from the Community Centres/Clubs (CCs)**. Singaporeans and Permanent Residents who are collecting their tokens for the first time can also request for the TT token to be delivered via post. Details can be found at www.token.gowhere.gov.sg.

On top of the above measures, we also seek parents' continued co-operation and support to adhere to the safe distancing guidelines when you send or pick up your children from school daily.

3) SCHOOL CANTEEN FOOD & PRICING

The school is on board Health Promotion Board's 'Healthy Meals in Schools Programme'. This programme serves to encourage healthier food and beverage choices in schools. Under this programme, the canteen vendors are to serve wholesome meals that include rice/noodles, meat, vegetables and fruits. It will cost **\$1.80** per meal in our school.

Parents are encouraged to pack a healthy, balanced breakfast meal for their children for recess. If they are buying food from the canteen, students should bring **\$2.60** in order to purchase a set meal & a drink during recess.

4) PHOTOGRAPHY AND VIDEOGRAPHY

We would like to inform parents that throughout the course of the year, photograph(s) or video image(s) of you and your child may be captured at all school events. The photos and videos will be used for publicity purposes, on platforms such as school publications, school website, school social media channels, and other official school communication channels.

If you have any concerns or do not wish that your child's images are captured, please inform the school at punggolcove_ps@moe.edu.sg so that we can take appropriate steps to ensure your child is not included.

5) PARENTS GATEWAY MOBILE APP

To-date, 99% of our parents have come on board Parents Gateway. We would like to thank you for your support.

Parents Gateway is a mobile app specially designed for parents. Developed by MOE and GovTech. The school will continue to engage parents through Parents Gateway such as sending out consent forms and announcements as well as perform a range of administrative functions including travel declaration.

For parents who have not come on board, we would like to invite you to come on board. It will allow the school to disseminate information to you in a timely manner. You may download the free Parents Gateway mobile app on your mobile phone (available on iOS and Android platforms only) and perform a simple one-time on boarding process to access the app.

2022 School Matters

6) SCHOOL HOURS

The school hours are **from 7.30 a.m. to 1.30 p.m.** We seek the cooperation of all parents to help us to instil in our students the value of punctuality.

7) DISMISSAL TIMING

In view of safe management measures, the dismissal for 2022 will be staggered as follows:

Level	Time
Primary 1	1.15 p.m.
Primary 2	1.20 p.m.
Primary 3	1.25 p.m.

Level	Time
Primary 4	1.20 p.m.
Primary 5	1.25 p.m.
Primary 6	1.30 p.m.

8) RECESS AND SNACK BREAK TIMING

The recess and snack break timings for 2022 are as follows:

Level	Recess Time	Snack Break
Primary 1	9.00 a.m. – 9.30 a.m.	12.20 p.m. – 12.30 p.m.
Primary 2	10.30 a.m. – 11.00 a.m.	8.50 a.m. – 9.00 a.m.
Primary 3	11.00 a.m. – 11.30 a.m.	8.50 a.m. – 9.00 a.m.
Primary 4	11.30 a.m. – 12.00 p.m.	8.50 a.m. – 9.00 a.m.
Primary 5	9.30 a.m. – 10.00 a.m.	12.20 p.m. – 12.30 p.m.
Primary 6	10.00 am – 10.30 am	12.20 p.m. – 12.30 p.m.

9) SCHOOL SAFETY AND ASSEMBLY ARRANGEMENT

As the school enrolment increases, for the safety and security of our students, we would like to share with you on the following measures with regard to arrival and dismissal arrangements.

- All P1 to P6 students will go directly to their **Classrooms** for assembly every morning.
- For parents driving to school** in the morning, your cooperation is required to ensure that traffic is smooth. Please adhere to the speed limit of 10km/h in the school premises and refrain from getting out of your cars to ensure that the waiting time for drop off is short.
- For parents driving to pick your child up after dismissal**, you are advised to park at the nearby HDB carpark or drive through only after dismissal at 1.45 p.m. The designated drop off/ pick up point is the Foyer (outside General Office).
- For parents sending and picking up your child via the school gates**, please be informed that the gates will only be opened during the stipulated hours below.

MAIN GATE (School Vehicular Traffic Gate)	6.30 a.m. – 7.00 p.m.
GATE A (Small Gate at Main Gate)	6.30 a.m. – 6.45 a.m. 8.00 a.m. – 1.00 p.m. 1.45 p.m. – 7.00 p.m.
GATE B (Side Gate beside Main Gate)	6.50 a.m. – 8.15 a.m. 11.45 a.m. – 2.00 p.m. 3.00 p.m. – 5.00 p.m.
GATE E (Side gate towards LRT Station)	6.50 a.m. – 8.15 a.m. 1.15 p.m. – 2.00 p.m. 3.00 p.m. – 6.00 p.m. 6.00 p.m. – 7.00 p.m. (Student Care dismissal)

Parents **will not be allowed** to enter the school premises (e.g. Canteen) when dropping off or picking up their child from the school every morning and during dismissal. Parents will also not be able to pass through The Cove and Canteen to get to the LRT Station and vice versa.

We seek the understanding and cooperation of parents to wait for your child at the designated Parents' Waiting Area at **Gate B** (side gate) or **Gate E** (towards Nibong LRT) accordingly.

- i. Parents' Waiting Area at Gate B – Walkway along Gate B leading to the zebra crossing.



- ii. Parents' Waiting Area at Gate E – Walkway along Gate E leading to the gate of The Cove.



- f) Please remind your child/ward to practice the 'kerb drill' before crossing any roads.

Term 1 Activities

To facilitate your planning, here is an update of our activities for Term 1 2022.

JANUARY 2022

10) SCHOOL SMART CARD PHOTO-TAKING (P1 AND P6)

The Ministry of Education (MOE) will be conducting the yearly photo-taking exercise for all students in P1 and P6 for the issuance of the School Smart Card (SSC). Our P1 and P6 students will have their photographs taken on **Wednesday, 19 January 2022**.

The P1 students are expected to get their SSCs by end March 2022, while the photo-images captured for P6 students will be used for the printing of Secondary SSCs when they are promoted to Secondary One in 2023.

For your information, children below 7 years old and above 0.9m in height can travel for free on the public transport network with a valid Child Concession Card (CCD). The CCD will expire on 30th April of the year that the child turns 7 years old.

For P1 students who do not have the CCD and require one in the interim, you may wish to apply for a CCD at any Transit Link Ticket Office. More information on the CCD can be found in Transit Link's website at <https://www.transitlink.com.sg/PSdetail.aspx?ty=art&Id=50>.

FEBRUARY 2022

11) CHINESE NEW YEAR (CNY) CELEBRATION

School will function from 7.30 a.m. to 10.00 a.m. on **Monday, 31 January 2022**. Students will be **dismissed at 10.00 a.m.** on that day. The Student Care Centre will operate till 1.00 p.m.

School will resume on Thursday, 3 February 2022.

12) TOTAL DEFENCE DAY

Total Defence Day is a day we remind our students that Singapore is defensible and is worth defending, and we ourselves must defend Singapore. Singapore has remained safe and peaceful over the past 56 years because we have work together to keep Singapore strong.

This year, Total Defence Day falls on Tuesday, 15 February 2022. The school will be commemorating the day during the 8th February week. More information will be given to the students nearer to the date.

MARCH 2022

13) 2022 MARCH SCHOOL HOLIDAYS

Term 1 March holidays will begin **from 12 to 20 March 2022**.

We hope this termly letter is useful for you. Should you require further clarification, please do not hesitate to contact us at Tel: 63857339 or email at punggolcove_ps@moe.edu.sg.

Thank you.

Yours sincerely,



Dennis Yap
Principal