

8 January 2018

Dear Parents/Guardians,

The Horizon family warmly welcomes all our students and their parents. We would like to wish one and all a Happy New Year. We are grateful and appreciative of the support from parents over the years and look forward to your continued support.

1. Towards a Safe and Secure Horizon

In the interest of student safety, the school will continue educating students about good road safety practices. We appeal to parents/guardians to reiterate the importance of road safety practices and be good role models of these practices to your children.

Parents are permitted to drop off and pick up their children at the school foyer. During dismissal the vehicular entry gate will only be open when the school buses have departed the school. Do maintain the "Stop, Drop and Go" practice when alighting or picking up your child at the foyer. Do not park and wait at the foyer. This will inconvenience other parents. Should you need to park your car, car parks can be found at the neighbouring Multi-Storey Carparks at Edgedale Green and Punggol Spectra. Students can also use gates B and C as alternative points of access from Edgedale Green, Punggol Breeze and Punggol Spectra.

We would also like remind parents to show consideration for other road users and to be respectful of LTA's road rules and regulations. Please do not,

- park 9 metres within a bus stop area ;
- park 6 metres within a junction ;
- park 3 metres within a fire-hydrant ;
- park 50 metres of a pedestrian crossing ;
- park abreast (double parking)
- park at entrances or exits of buildings.

Opening hours of School Gates

The opening hours of the school gates are as follows:

Gate A	Gate B	Gate C
6. 30 a.m. to 7.00 p.m. (Mon – Fri)	7.10 a.m. to 7.50 a.m. (Mon to Fri)	
	2.00 p.m. to 2.20 p.m. (Mon to Fri)	
	4.00 p.m. to 4.20 p.m. (Tue and Thurs)	
	3.30 p.m. to 3.50 p.m. (Wed)	
	6.00 p.m. to 6.45 p.m. (Mon to Fri)	6.00 p.m. to 6.30 p.m. (Mon to Fri)

For the safety and security of all, visitors to the school are required to enter the school at Gate A and sign in at the security post with a photo ID as proof of identity. Visitors will be issued with a pass which they will have to wear at all times while in the school. Visitors' movements are restricted to the General Office and the ground level non-teaching areas, e.g. the book shop and dental clinic.

2. School Matters

The school is committed to nurturing our students into confident and responsible leaders. Together, we will be able to provide the best possible learning experience for your children.

(i) Attendance

We strongly urge all parents/guardians to avoid travel during term time. Presence in school during term time ensures that your child/ward is not disadvantaged by missing out on curriculum content taught. In the event of his/her absence, a medical certificate from a doctor would need to be submitted promptly to the school via the Form/Co-Form Teacher upon the child's return.

(ii) Punctuality

We emphasise the importance of being punctual when reporting to school and lessons. This practice is consistent with Habit 1: Being Proactive. All students are expected to be seated in the multi-purpose hall for the Pre-Assembly programme at 7.40 a.m. and will attend the flag-raising ceremony at 7.55 a.m. In line with our School Value: Respect, let us all ensure that these respectful practices are adhered to.

(iii) Attire

We would like to instil a sense of pride and strong identity with Horizon Primary School, students are required to report to school in full uniform on all days unless there is P.E. and on the following days:

Day	Activity	For
Tuesday or Wednesday	PAL	P1 & P2 students
Thursday	Fun Fit	all students
Thursday	CCA	P3-P6 students

An attire check will be conducted on 9 January 2018. Please refer to page 6 of the Student Organiser for further details on school attire.

(iv) Etiquette, the 7 Habits Way @ Horizon

The movement towards a gracious Horizon Primary began in 2017 with Etiquette posters strategically put up in the classrooms, staircases, corridors and special rooms to remind all of the importance of having good manners in relationship-building. We seek the support of parents/guardians to reinforce Etiquette, the 7 Habits Way @ Horizon at home. With good relations, experiences at Horizon will be memorable for all.

(v) School Hours

Dates	School Days	School Hours	Recess/Lunch
Term 1 Week 2: From 8 Jan 2018 onwards	Monday, Tuesday Thursday & Friday	8.00 a.m. - 2.00 p.m.	Recess P1 & P5 : 10.00 a.m.- 10.30 a.m.
	Wednesday: For Primary 1 & 2 Students	8.00 a.m. - 2.00 p.m.	P2 & P6: 10.30 a.m. - 11.00 a.m.
	Wednesday: For Primary 3 to 6 Students	8.00 a.m. - 3.30 p.m.	P3 & P4: 11.00 a.m. – 11.30 a.m.
	Wednesday: For Primary 5 to 6 students taking HMT & P6 (2S2F)	8.00 a.m. - 4.30 p.m.	Lunch <i>*on Wednesdays</i> P5: 12.30 p.m. – 1.00 p.m. P6: 1.00 p.m. – 1.30 p.m. P3 & 4: 1.30 p.m. – 2.00 p.m.

Please take note of the following:

After School Programme(s)	Level(s)	Day/Time	Dates
Small Group Teaching (SGT)	P3 and P4 (For selected students only)	Tuesday from 2.30 p.m. – 4.00 p.m.	<u>Term 1</u> 23 Jan, 30 Jan, 6 Feb, 20 Feb, 6 Mar <u>Term 2</u> 27 Mar, 3 Apr, 10 Apr
Supplementary	P5	Thursday from 2.30 p.m. – 4.00 p.m.	<u>Term 1</u> 25 Jan, 1 Feb, 8 Feb, 22 Feb, 8 Mar <u>Term 2</u> 29 Mar, 5 Apr, 12 Apr
Supplementary	P6	Tuesday and Thursday from 2.30 p.m. – 4.00 p.m.	<u>Term 1</u> 23 Jan, 25 Jan, 30 Jan, 1 Feb, 6 Feb, 8 Feb, 20 Feb, 22 Feb, 6 Mar, 8 Mar <u>Term 2</u> 27 Mar, 29 Mar, 3 Apr, 5 Apr, 10 Apr, 12 Apr

3. Communication with Parents/Guardians

Horizon Primary School values strong partnership with parents. Hence, we urge parents/guardians to be familiar with the different platforms that the school will utilise to communicate with you. A welcome letter has been sent out in Week 1 to inform you of your child's/ward's Form Teacher, Co-Form Teacher and subject teachers with their email addresses.

i. **Student Organiser**

Every student will have a Student Organiser specially designed by the school. The theme for 2018 is inspired by our national SkillsFuture movement. It is a useful and creative tool for students to learn how to manage their daily lives. Students have to bring their organisers daily to record important information from the teachers. The organiser is also a platform for teachers and parents/guardians to write to one another regularly. You may use it to communicate with your child's teachers and kindly advise your child to alert the teachers if you have written some notes in it. Please take time to go through it with your child daily.

ii. **SNAC Smartphone Communication Application for iPhone and Android Device for Parents**

The school has adopted a 3G/4G/WIFI enabled smartphone communication application, SNAC, for all parents since 2017. Through SNAC, we provide timely announcements regarding school's events and activities. With SNAC, you will be able to receive our WE-CONNECT! letters, messages and event notifications more conveniently and promptly through your smartphones.

A SNAC user guide to help you install the SNAC application from the Apple App Store or Android Google Play into your smartphone can be found on our school website under 'Quick Links, Communication – SNAC'.

iii. **School Website**

Please visit our school website at www.horizonpri.moe.edu.sg to access the school information, updates and important announcements. WE-CONNECT! letters will be accessible online through the school's website.

4. Student Matters

i. **Updating of Students' Particulars and Medical Record**

We have given out the Students' Particulars and Medical Record Form on Wednesday, 3 January 2018 for your verification. For those who have not submitted the forms, please do so by Wednesday, 10 January 2018.

ii. **Health Check**

The Health Promotion Board will be conducting the annual health check for all students from Wednesday, 17 January 2018 to Thursday, 25 January 2018. All Primary 1 and Primary 5 students will be immunised during the health check. More details will be provided in a separate letter.

iii. **DEAR (Drop Everything And Read) Time @ Pre-Assembly programme**

In an effort to encourage our students to read widely, our Pre-Assembly programme requires students to bring an **English Language book** on **Mondays and Wednesdays** and a **Mother Tongue Language book** on **Fridays**. The choice of books should be age-appropriate and vary across genres and content. Through this, we aim to develop a reading culture and a strong passion for reading in our students.

iv. Timetable

Students will be issued their class timetables and we encourage our students to pack their bags based on the subjects indicated in their timetables. This ensures that your child/ward will have the necessary books and materials for his/her daily lessons and activities. In addition, this practice also results in students' school bags being maintained at a manageable weight.

v. Quick Bites (QB)

Horizon Primary School introduced Quick Bites in 2017. Quick Bites provides students who have a long wait between their recess and lunch with the opportunity to have a snack in the interim. During Quick Bites students can have a healthy snack (e.g. a piece of fruit or a sandwich) which can be consumed in class within 10 minutes. Timings for the QB are as follows:

Levels	Timings	Remarks
P1 & P5	12.30 p.m.	P3 to P6 students will not have QB on Wednesdays when they have a lunch break.
P2 & P6	1.00 p.m.	
P3 & P4	9.30 a.m. and 1.30p.m.	

vi. Issuance of Horizon Primary School 2017 Yearbook – “Innovate@Horizon”

Horizon Primary School published its second yearbook “Innovate@Horizon” in 2017. The yearbook captures our school activities in 2017 and shares learning experiences that have broadened and helped our students rise above themselves. We are sure that the yearbook will be a source of fond memories that help build our students' resilience for the future. The yearbooks will be distributed to students in term 1 week 2. Each family will only receive one copy of the yearbook.

vii. Co-Curricular Activity (CCA), Programme for Active Learning (PAL) and P3 SwimSafer

CCAs provide our students with the platform to develop their interest and talents. P3-P6 students have the opportunity to forge friendships and build character through CCA sessions. CCAs will commence on **Thursday, 4 January 2018** for P3-P6 students.

Programme for Active Learning (PAL) in Horizon will commence on **Tuesday, 9 January 2018** for P1-P2 students. Through PAL, P1-P2 students learn values and build character through experiential activities across the 4 domains of Sports & Games, Visual Arts, Performing Arts and Outdoor Education.

As part of the P.E. Curriculum, all P3 students will be undergoing the SwimSafer programme. The programme is fully funded by MOE and Sport Singapore (SportSG). SwimSafer programme will commence for students of P3 Innovator and P3 Thinker on **Wednesday, 17 January 2018**. A letter regarding the SwimSafer programme has been issued to P3 parents in Term 1 Week 1.

viii. Gifted Education Programme Identification Exercise 2018 for P3 students

The Gifted Education Branch of the Curriculum Planning & Development Division is carrying out the identification of students for the Gifted Education Programme (GEP) 2019. The tentative schedule for the two stages of the GEP Identification Exercise 2018 is as follows:

Stage	Date
GEP Screening Exercise	24 August 2018 (Friday)
GEP Selection Exercise (Only shortlisted students will be invited)	16 & 17 October 2018 (Tuesday, Wednesday)



A separate letter will be given to the P3 students nearer to the date of the GEP Screening Exercise.

ix. Calendar of Events (Term 1)

Please refer to the attached annex for Calendar of Events for Term 1. We are confident that you will be active partners with the school by supporting your child/ward in the school's activities.

Thank you for taking the time to read this letter. Let us work together for a fulfilling year ahead!

Your Partner-in-Education

Mrs Grace Leong
Principal

Calendar of Events for Term 1, 2018

Date/ Time	Event/Activity	For
<u>Week 1</u> 2 Jan (Tues) to 5 Jan (Fri)	<i>Budding Stars</i> Programme – P1 & P5 Buddy System for recess	P1 & P5 students
5 Jan (Fri)	Temperature-taking Exercise	All students and staff
<u>Week 3</u> 15 Jan (Mon) to 2 Feb (Fri)	P5 Computational Thinking in Mathematics	P5 students
16 Jan (Tues)	P5 Parents' Engagement Session with Mathematics Workshop	Parents of P5 students
19 Jan (Fri)	P6 Parents' Engagement Session with Briefing on PSLE Matters *	Parents of P6 students
<u>Week 4</u> From 17 Jan (Wed) to 25 Jan (Thurs)	Student Health Check by School Health Services	All students
26 Jan (Fri)	P2 & P3 Parents' Engagement Session with workshop* (P2 - Math, P3 – Science)	Parents of P2 & P3 students
<u>Week 5</u> 2 Feb (Fri)	P1 Parent-Child Bonding cum Horizon Race (During curriculum time)	P1 students and parents
<u>Week 6</u> 5 Feb (Mon) to 23 Feb (Fri)	P3 Computational Thinking	P3 students
9 Feb (Fri)	My SkillsFuture Portal training 1	P5 students
<u>Week 7</u> 12 Feb (Mon)	My SkillsFuture Portal training 1	P6 students
14 Feb (Wed)	Commemoration of Total Defence Day	All students and staff
15 Feb (Thurs)	Chinese New Year Celebrations (8.00 a.m. to 10.30 a.m.)	All students and staff
16 & 17 Feb (Fri & Sat)	Chinese New Year Holidays	All students and staff
<u>Week 8</u> 19 Feb (Mon)	School Holiday in lieu of CNY	All students and staff
23 Feb (Fri)	P4 Parents' Engagement Session with Briefing on SBB Matters *	P4 students and parents
<u>Weeks 8 & 9</u> 23 Feb (Fri) to 1 Mar (Thurs)	P6 Continual Assessment* 23 Feb – HMT Paper 2 26 Feb – English Language Paper 2 27 Feb – Mathematics Paper 28 Feb – Mother Tongue Language Paper 2 1 Mar – Science Paper	All P6 students
<u>Week 10</u> 5 Mar (Mon) to 9 Mar (Fri)	Hong Kong TIE Trip	selected P5 students

* Details of event/activity will be given closer to the event date.

Note:

Events listed here are accurate as at 5 January 2018. Should there be any change or cancellation of events due to unforeseen circumstances, the school will inform you through writing and updates on the school's website.