



MERIDIAN PRIMARY SCHOOL

20 Pasir Ris Street 71
Singapore 518798
Tel: 6583 2125 Fax: 6583 4993
Email: meridian_ps@moe.edu.sg
Website: <http://www.meridianpri.moe.edu.sg/>

Our Ref: MPS/LM/2016/006

12 January 2016

P5 Welcome Letter to Parents

Dear Parents/Guardians of _____ (P5/ _____)

Greetings! Welcome to the start of a new school year. The P5 teachers look forward to working closely with you this academic year. Please take note of the following:-

1. **Reporting Time**

We strongly encourage pupils to reach school by **7.20a.m.** so that they are more ready for the first lesson at 7.30a.m.

2. **Health and Medical Issues**

Maintaining good health is important but should your child/ward fall sick, please see the doctor and obtain a medical certificate if he/she needs to be absent from school. The medical certificate should be given to the Form/Co-Form teacher when your child/ward reports back to school. Please also indicate clearly if your child/ward needs to be excused from PE lessons due to any medical conditions or to allow him/her to recuperate from an illness.

Kindly take note that in the best interest of your child/ward, we do not administer any medication on behalf of any parent. If your child/ward has any special need/s, do discuss the matter with his/her teacher concerned.

3. **Homework Policy**

Do help in supervising your child's work. Pupils will be given at most 2 hours of homework in total per day. Homework should be submitted on time. Your child is encouraged to write his/her homework in a notebook. Daily homework can also be found on the Homework Board at our school website:

<http://meridianpri.moe.edu.sg/mps-homework-boards-for-all-classes/>

4. **Spelling (English Language and Mother Tongue Language)**

English Spelling will be conducted on every Tuesday and Mother Tongue Language Spelling on every Thursday. Should Tuesday or Thursday fall on a public holiday, your child will be informed of the change in Spelling date accordingly.

5. **Parent-Teacher Communication**

- i). From time to time, teachers may need to contact you to discuss your child's/ ward's progress or when there is an emergency. As such, please inform your child's/ward's Form/ Co-Form Teacher immediately if there is a change in your contact numbers or personal particulars.
- ii). Besides receiving e-circulars and sms from the school, parents can also refer to our school website at www.meridianpri.sg for more information and updates.
- iii). If you wish to contact any teacher, you may call the general office at 65832125 to leave a message for the teacher. Please note that the teachers may not be able to call you back immediately as they may be busy teaching or attending meetings or workshops. Alternatively, you can reach your child/ward's Form/Co-form Teacher via the e-mails on the next page.





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Class	Form Teacher	Co-form Teacher
5 Passion	Mr Lew Kai Keng lew_kai_keng@moe.edu.sg	Ms Sng Yam Cheng sng_yam_cheng@moe.edu.sg
5 Responsibility	Mr Fong Chee Kong Fongck_99@yahoo.com	Mdm Tang Tsin Ray tang_tsin_ray@moe.edu.sg
5 Care	Mdm Koh Seow Wei lim_seow_wei@moe.edu.sg	Mr Ng Yin Hung ng_yin_hung@moe.edu.sg
5 Respect	Mr Zulkarnain Bte Zulkifli zulkarnai_zulkifli@moe.edu.sg	Miss Tan Shi Ying tan_shi_ying_a@moe.edu.sg
Year Head (P2 & P5)	Mrs Stefane Lee tan_hugue_hwan_stefane@moe.edu.sg	

6. Upcoming Events

i) Breakfast with Mum & Dad

Parents are cordially invited to have breakfast with their children, their friends and other parents in school on the dates stated below, from 7.00a.m. to 8.00a.m. Parents may pack their own wholesome breakfast if they should so wish to. Alternatively, the canteen stalls will be open for you to purchase your breakfast.:

P3 – P4: Friday, 8/1/2016 (completed)
P2: Tuesday, 12/1/2016 (completed)
P1: Thursday, 14/1/2016
P5 & P6 Friday, 15/1/2016

ii) Curriculum Forum Day for Parents (Saturday, 20/2/2016)

The objective of the above is to give parents an overview of our school's holistic curriculum expectations. Take this opportunity to meet up with your child's Form and Co-Form Teachers as they will be presenting the Curriculum to you. You may find out more about our past CFDs at our school's website:

<https://meridianprimaryschool.smugmug.com/SchoolEvents/School-Events-2015/Curriculum-Forum-Day>.

More will be made known to you as the day approaches.

We would like to wish you and your family good health and we look forward to a fulfilling and engaging school year with you and your child.

Yours sincerely,

Mr Lew Kai Keng
P5 Level Manager (Term 1)

Mrs Stephane Lee
Year Head (P2 & P5)

