

# Xinmin Primary School



## 2024 *Primary 1* *Orientation Guide* *for Parents*

# *Objective of this Orientation Guide*

PAGE 1

When your child/ward transits from preschool to Primary 1, he/she moves from a familiar environment to the unknown one. To a child/ward, this transition seems like a big leap and parents'/guardians' support to help them navigate and adapt to the changes will bring great benefits to both the child/ward and the parents/guardians in the long run.

In Xinmin Primary School, we believe in building strong and sustainable partnerships with parents/guardians for the well-being and development of their children/wards. This P1 Orientation Guide is intentionally designed for parents/guardians of our incoming P1 students to provide you with a better understanding of our school processes and some useful information that you can help your children/wards overcome their first year in a primary school.

We hope this guide will help to address some of the questions that you may have about Xinmin Primary School.

# *Contents*

	Page
Principal's Message	3
School Ethos	4
Parents & Guardian as Partners	7
First Day of School	10
First week of School	12
General Information	15
School Matters	20
School Attire	24
Appearance and Grooming	25
General Guidelines and Standard Procedures	26
Resources for Parents/Guardians	28
Our Service Providers	31
Parent Support Group (PSG)	32
People You Need to Know	33

# Principal's Message

PAGE 03

Dear Parents/Guardians,

We welcome your child/ward and you to Xinmin Primary School. I am sure that you are excited as your child enters into yet another milestone in his/her life. My teachers and I are committed in bringing out the best in your child/ward. However, we can only do this with your strong support throughout the primary school years.

Do continue to establish good communication with my staff. We encourage all parents/guardians to download the Parents Gateway app as this will be the key communication platform apart from email and phone calls. You could also communicate with the teachers via the Student Handbook which every student will have as part of their booklist. My teachers will also teach your child/ward to write important messages and/or homework for the day in this handbook. Checking this handbook daily will also let you have a better understanding of the things that have happened in the classrooms.

This School Orientation Guide 2024 contains useful and relevant information about the school. Kindly take some time to go through this booklet. You may also share some of the information here with your child/ward for him/her to be familiar with the school.

Once again, a warm welcome to our Xinmin family.

Mrs Judy Lim  
Principal

# School Ethos

Ethos is how we live, work and relate to each other in our school. It is important that our Xinminites (a name we use when we address our students) understand and embrace the school's ethos. We hope that parents/guardians would partner us in helping our Xinminites uphold our school's ethos as they journey through the 6 years with us in Xinmin Primary School.

## Vision

Every Xinminite, a confident citizen of character, ready for the future.

## Mission

Nurturing the hearts and minds of Xinminites for a changing world.

## Our Core Values

In Xinmin Primary School, we seek to teach our students to learn how to learn, inspire them to achieve their dreams and to distinguish the rights from the wrongs. We would nurture them to demonstrate care and respect for others, develop responsibilities in their learning and be resilience when they face challenges. Through these demonstrations of school values, we aspire to develop them to be Lifelong Learner, Confident Leader and Innovative Collaborator.





## **Our Philosophy**

Building Positive Relationships

## **Our School Motto**

In Word and Deed



## **Our Shared Belief**

Every Student Matters

### **We believe that:**

Every child matters, is unique and has the ability to reach his fullest potential.

Through our guidance and provision of opportunities, our students will have the values and skills to prepare them for life.



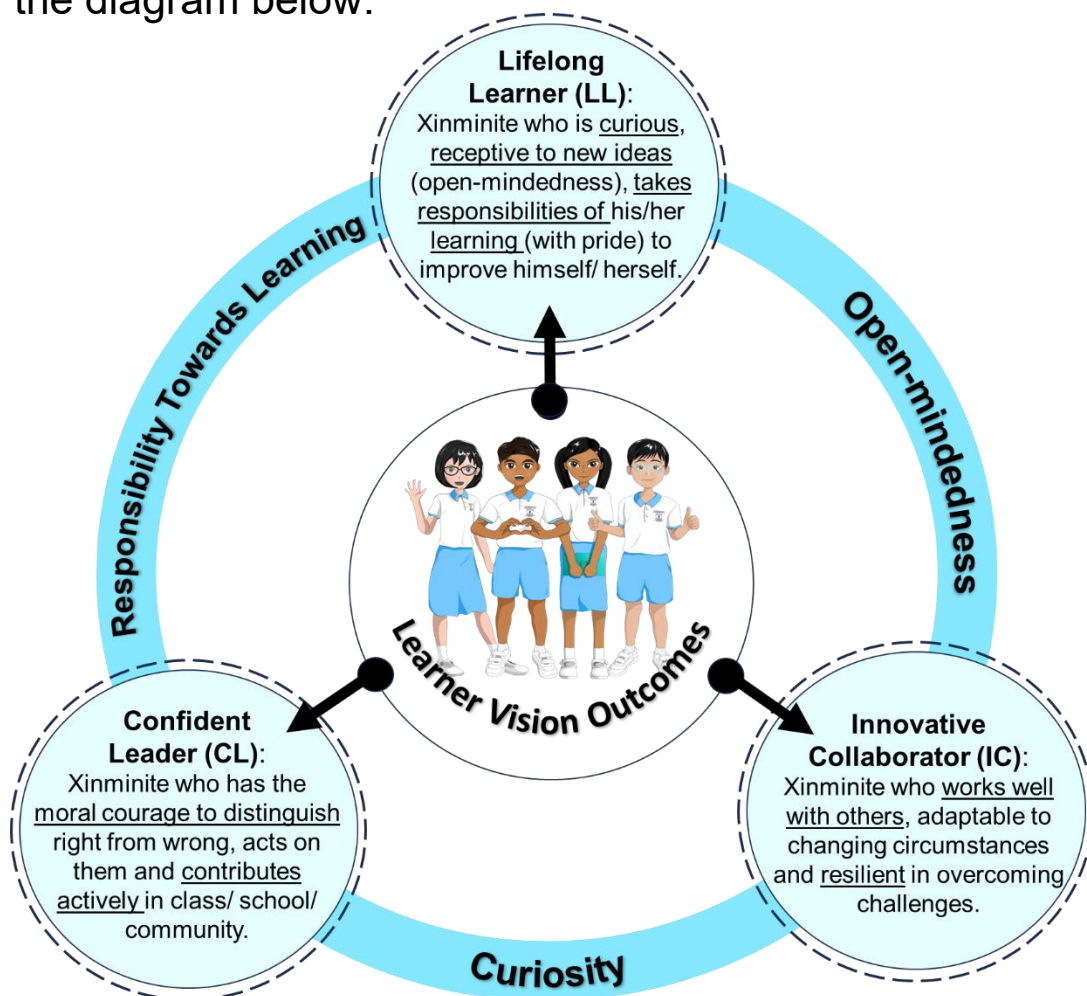


## Learner Vision Outcomes

Our school aims to nurture your child/ward towards our school's Learner Vision Outcomes of a **Lifelong Learner**, a **Confident Leader** and an **Innovative Collaborator** through the development of Learning Dispositions within our curriculum and co-curricular activities.

## Learning Dispositions

Learning dispositions are positive behaviours and attitudes towards learning. The learning dispositions for our Learner Vision Outcomes are as shown in the diagram below:



We hope to garner your support in the development of your child/ward in his/her learning journey with us.

# Parents & Guardians as Partners

To promote strong partnership with your child/ward's form teachers, we suggest the following approaches/methods:

## Supporting your child/ward through the transition

### 1. Work closely with your child's/ward's form teachers.

- Share important information about your child/ward (e.g. medical condition, special needs, etc) with your child's/ward's form teachers.
- Trust your child's/ward's form teachers to make sound professional judgement about your child's/ward's work performances and behaviour.
- Attend the Parent-Teacher Meet (PTM) session and the Parent-Child-Teacher Conference (PCTC) to get updates about your child's/ward's learning progress. You are encouraged to meet the teachers informally from time to time for feedback which will help you better support him/her in his/her learning.
- Set realistic expectations for your child/ward. As each child's development is different and unique, be positive about your child's/ward's efforts and focus on self-improvement.



**Supporting  
your  
child/ward  
through the  
transition****2. Teach your child/ward basic life skills to help him/her be independent in school.**

- Ask for permission if he/she needs to go to the toilet/other parts of the school.
- Clean himself/herself after visiting the toilet.
- Dress and undress.
- Tie his/her shoelaces if they come loose.
- Look after his/her personal belongings.
- Writing his/her own name and class.
- Eat his/her food independently.

**3. Make communication a priority.**

- Set aside time every day to go through the day's events with your child/ward.
- Talk with your child/ward. Ask questions such as "What did you do for Art today?" Try to start the conversation with the subject that interests your child/ward the most.
- Give your child/ward the opportunity and confidence to share his/her concerns with you.

**Supporting  
your  
child/ward  
through the  
transition****4. Strengthen routines.**

- Work out daily routines with activities such as play, revision and television time with your child/ward.
- Read with your child/ward at least once a day for at least 15 minutes. With your involvement, your child/ward will develop a passion for reading and a lifelong learning disposition.
- Help your child/ward to develop a study routine and provide daily supervision for completion of homework.
- Set boundaries for use of mobile devices, e.g. screen time and setting parental controls on your child's/ward's devices. Teach your child/ward to be safe and responsible when using his/her mobile devices.

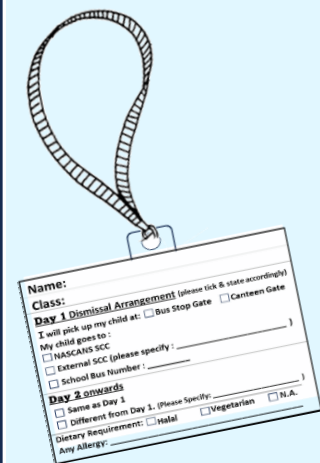
**5. Strive for progress, not perfection.**

- Encourage independent learning and assure your child/ward that making mistakes is part of the learning process.
- Give lots of praises for the effort made by your child/ward.
- Help your child/ward set goals that are achievable.

# First Day of school

PAGE 10

## Arrival to School



School will commence on **2 January** 2024 for the P1.

On this day, Primary 1 students will report at **8.30 am** and assemble at the concourse. Your child/ward is encouraged to be in school 10 minutes before the start of the assembly time so as to allow him/her to settle down.

Upon arrival, the teachers and prefects on duty will assist your child/ward to assemble according to the class he/she is assigned to. Parents/Guardians are advised to leave your child/ward completely in the charge of the form teachers and **not** remain in the school premises.

Please ensure that your child/ward puts on his/her name tag to enable easy identification by our staff until his/her permanent name tag is sewn onto his/her uniform.

## Parent Workshops

There will be workshops conducted on 2 January 2024 for parents/guardians of Primary 1 students.

These workshops aim to raise parents'/guardians' awareness of the support platforms in the school and provide you with the strategies to help your child/ward transit well through close home-school partnership.

Details for the workshops will be published via Parents Gateway at a later date.

## School Dismissal

P1 students will be dismissed from their respective classrooms at 1.20 pm.


Please ensure that your child/ward is fetched punctually to reduce anxiety of your child/ward while waiting for you to pick him/her up.

There are 2 pick-up/dismissal points, namely the Bus stop gate where the security guard post is located and the Canteen gate near the school hall. Please inform your child/ward the pick-up point you will be receiving him/her.

Students who are attending the school-based NASCANS Student Care Centre (SCC) will be ushered from their respective classrooms to the SCC assembly point.


Students taking school buses will assemble at the concourse before being led by their respective bus drivers to their school buses. These students should put on a tag with the school bus number clearly stated on it.

If there is a separate dismissal arrangement for your child/ward on the first day and the rest of the day, please indicate it at the back of the tag.



<b>Name:</b>
<b>Class:</b>
<b>Day 1 Dismissal Arrangement</b> (please tick & state accordingly)
I will pick up my child at: <input type="checkbox"/> Bus Stop Gate <input type="checkbox"/> Canteen Gate
My child goes to :
<input type="checkbox"/> NASCANS SCC
<input type="checkbox"/> External SCC (please specify : _____ )
<input type="checkbox"/> School Bus Number : _____
<b>Day 2 onwards</b>
<input type="checkbox"/> Same as Day 1
<input type="checkbox"/> Different from Day 1. (Please Specify: _____ )
Dietary Requirement: <input type="checkbox"/> Halal <input type="checkbox"/> Vegetarian <input type="checkbox"/> N.A.
Any Allergy: _____

front



Day 1: Sent home by parents (wait at bus-stop gate) Day 2 onwards: Bus No. <u>8</u>
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back

# *First Week of school*

PAGE 12

## **P1 Start-It-Right Programme**

In order to help your child/ward transit to primary school, we will be running a **P1 Start-It-Right** programme from 2 January to 5 January.

The main objective of this one-week programme is to introduce your child/ward to new school routines through enjoyable and enriching activities. This is also a good opportunity for your child/ward to get to know his/her teachers and make new friends.

Examples of some activities include:

- a) touring around the school to be familiar with the new environment
- b) learning our National Anthem, Pledge and School Song
- c) knowing the school routines – using the Student's Handbook, safety rules in school, temperature taking, etc.
- d) participating in class bonding and team building activities.

## Collection of books for first week

### Checklist for the First 4 Days of School

Use the checklist below to guide your child/ward in packing his/her school bag for the first four days of school. The items listed will be collected and kept in school by the teachers on the respective days.

#### Tuesday, 2 January 2024

# 1

##### English Language

- ☐ 2 broad-lined exercise book
- ☐ Stellar Handwriting Book
- ☐ Conquer Grammar Book
- ☐ 1 blue subject file + 5-coloured divider
- ☐ A3 plastic 2-button folder

**IMPORTANT:**

Please ensure all items are clearly labelled with your child's / ward's full name and class.

#### Wednesday, 3 January 2024

# 2

##### Mathematics

- ☐ Primary Mathematics Practice Book 1A
- ☐ Primary Mathematics Practice Book 1B
- ☐ 1 yellow subject file + 5-coloured divider

##### Health Education

- ☐ My Physical Education Journal P1

#### Thursday, 4 January 2024

# 3

##### Social Studies

- ☐ Social Studies Primary 1 Activity Book

##### Music

- ☐ First Steps To Music Primary 1

##### Others

- ☐ My Portfolio File + 11-Hole sheet protector
- ☐ Report Book
- ☐ FTGP booklet

**Collection  
of books  
for first  
week****Friday, 5 January 2024****4****Chinese**

- ☐ CLPS Activity Book 1A
- ☐ CLPS Writing Exercise Book 1A
- ☐ Character & Citizenship Education P1 (Chinese)
- ☐ 1 red subject file + 5-coloured divider

**OR****Malay**

- ☐ 1 broad-lined exercise book
- ☐ Cita Activity Book 1A
- ☐ Character & Citizenship Education P1 (Malay)
- ☐ 1 red subject file + 5-coloured divider

**OR****Tamil**

- ☐ 1 broad-lined exercise book
- ☐ Inbathamizh Activity Book 1A
- ☐ Inbathamizh Penmanship Book 1A
- ☐ Character & Citizenship Education P1 (Tamil)
- ☐ 1 red subject file + 5-coloured divider

**IMPORTANT:**

Please ensure all items are clearly labelled with your child's / ward's full name and class.



# General Information

## Recess

Recess timing for the P1 is from 11 am to 11.30 am.

However, for the **first day** of school, the recess timing will be adjusted to facilitate parents coming in to witness the recess and classroom experiences. More details will be shared via Parents Gateway nearer to the date.

Please note that parents will **only** witness the canteen experience on 2 January 2024.

Buddy System is practised in Xinmin Primary School. The P1 students will be paired with specific P5 students known as their buddies during recess from 3 January to 5 January.

Your child/ward will be supervised by the teachers and buddy. They will assist him/her to buy food, return used utensils and bring him/her to the washrooms.

Parents may pack food for your child/ward for recess or snack break, especially if he/she has any special dietary considerations.

## Food available in our canteen

Students can purchase food in varied portion and they are charged between \$2 to \$2.50 for a meal. The preferred amount to put into your child's/ward's wallet should **not be more than \$3**. The food sold in our school canteen are as follows:

<b>Stall 1</b>  <input type="checkbox"/> Packet milk <input type="checkbox"/> Packet drinks (eg: Milo, Ovaltine, Chrysanthemum) <input type="checkbox"/> Hot drinks (eg: Milo, tea)	<b>Stall 2</b>  <input type="checkbox"/> Udon <input type="checkbox"/> Rice <input type="checkbox"/> Finger food (eg: Onigiri, fish fillet)	<b>Stall 3</b>  <input type="checkbox"/> Rice <input type="checkbox"/> Porridge <input type="checkbox"/> Prata <input type="checkbox"/> Finger food (eg: chicken/fish stick, satay, chicken drumlet)	<b>Stall 4</b>  <input type="checkbox"/> Noodles <input type="checkbox"/> Pancakes <input type="checkbox"/> Finger food (eg: fishball, goyza)
<b>Stall 5</b>  <input type="checkbox"/> Rice <input type="checkbox"/> Porridge <input type="checkbox"/> Finger food (eg: chicken wing, braised egg/tofu)	<b>Stall 6</b>  <input type="checkbox"/> Noodles <input type="checkbox"/> Pizzas <input type="checkbox"/> Burgers <input type="checkbox"/> Finger food (eg: French toast, drumlet, Bagedil)	<b>Stall 7</b>  vacant	<b>Stall 8</b>  <input type="checkbox"/> Mixed Fruits <input type="checkbox"/> Snacks (chips with HPB endorsement) <input type="checkbox"/> Sandwiches <input type="checkbox"/> Wraps/Buns <input type="checkbox"/> Cereal

## Snack Break

To help students sustain their energy till the end of the school day, snack break is given to them during curriculum time in their respective classrooms.

For the **first week**, snack break will be from 9 am to 9.15 am. Students will be allocated 15 minutes of snack break which is longer than the usual 10-minute break. This is to ease them in their transition to primary school routines.

From the **2<sup>nd</sup> week onwards**, snack break will be 10 minutes between 9 am to 9.30 am.

Please pack some healthy quick bites for your child/ward to consume during the snack break. This may include snacks like sandwiches, buns, cookies or fruits.



Quick bites should not:

- Require any preparation by students.
- Require extensive cleaning of utensils or eating surfaces after the consumption of food.

In line with promoting a healthy lifestyle in our school, snacks such as sweetened drinks, sweets and chocolate are **not** allowed to be consumed in the classrooms.

Students should not share snacks with their friends due to dietary habits and food allergies unknown to their friends.

## School Bag and Stationery

### **Student Handbook**

Your child/ward needs to bring his/her Student Handbook to school **daily** to record homework, important information and reminders from teachers. To help his/her transition to school, subject teachers will print and staple the required homework/information onto the relevant section of the Handbook for the first two weeks.

This handbook also serves as a communication tool between parents/guardians and teachers. Please fill in all possible contact numbers on page 1.

### **Stationery and books**

Your child/ward will need to bring the following items on a daily basis:

- 2 or 3 sharpened 2B non-mechanical pencils
- a soft eraser
- a short plastic ruler
- a sharpener
- an erasable green pen (for correction purpose)
- a glue stick
- a box of coloured pencils (preferably only 12 colours)
- a homework file
- Student Handbook
- a storybook (for silent reading)

## Packing of School Bag

For the well-being of your child/ward, please avoid purchasing heavy bags and water bottles. We will also not recommend trolley bag for your child's/ward's safety.



Class timetable will only be given to the students on the second week of school. For the first week of school, we will have the **Start-It-Right** programme for all P1 students with special activities that help them transit well into a primary school. The class timetable should serve as a guide for students to pack the necessary books into their bags each day.

For the well-being and physical development of your child/ward, we need parents/guardians to work with us to guide him/her in packing his/her school bags. According to ministry guideline, the overall mass of your child's/ ward's school bag should be kept to or less than 15% of his/her mass. If the overall mass proves too overwhelming for your child/ward, arrange to have him/her carry an additional hand-held bag to distribute the mass and offload the weight exerted on his/her shoulders.

### **Important:**

Please **label** your child's/ward's belongings such as lunch box, wallet, water bottle, stationery, etc with your child's/ ward's name and class to facilitate easy identification.

# *School Matters*

PAGE 20

## **Second Day of School onwards**

From 3 January 2024 onwards, all students must be in school for the flag raising ceremony. They are to sing the National Anthem and take the pledge at 7.30 am sharp. Students should bring a storybook with them to read before the flag raising ceremony.

We seek your cooperation to send your child/ward to school on time as punctuality is an important habit we want to develop in our students.

## **Driving into the school**

To ensure the safety of our students and staff, parents are to abide by the following pointers when driving within the school premises:

- drive within the speed limit of 15 km/h.
- show consideration by not overtaking other cars.
- comply with traffic rules and regulations from school staff.

To ensure that all our students can alight safely and quickly at the foyer, we seek parent's cooperation to:

- ensure your child/ward carries his/her bag before alighting.
- allow your child/ward to open the car door by himself/herself independently.

We strongly discourage parents from alighting from the front seats to help your child/ward to avoid traffic congestion.

## Daily Attendance

A smooth transition to a new environment requires time and effort, we will need you to ensure that your child/ward attends school regularly.

All absenteeism must be supported by either:

- (a) a letter from the parent/guardian stating the reason(s); or
- (b) a medical certificate.

Avoid taking your child/ward overseas during school terms so that he/she will not miss out on the school curriculum. If your child's/ward's attendance is infrequent, his/her form teachers will work with you to develop a feasible plan to address the concern.

When the problem persists, the Year Head/Assistant Year Head/School Leaders will step in to address the issue before enforcing the Compulsory Education Act.

More information on Compulsory Education Act on this MOE's website:

<https://www.moe.gov.sg/primary/compulsory-education/overview>





Parents/Guardians play an important role in developing the habit of punctuality in your child/ward. School will mete out the following consequences when your child/ward turns up late for school.

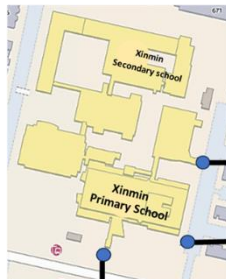
<b>Consequences for late-coming</b>	
<b>Number of times student is late in a term:</b>	<b>Action(s) to be taken:</b>
<b>2</b>	<ul style="list-style-type: none"> <li>• Form Teacher will check in with the student.</li> <li>• Student will receive a letter of notification.</li> </ul>
<b>3</b>	<ul style="list-style-type: none"> <li>• Student will be detent after school for 30 minutes upon the 3<sup>rd</sup> late-coming. Parents will be informed about the detention date and details.</li> <li>• Year Head/ Assistant Year Head will speak with student.</li> </ul>
<b>more than 3</b>	<ul style="list-style-type: none"> <li>• Form Teacher will arrange for a meeting with parents/guardians together with the Year Head/ Assistant Year Head.</li> </ul>

You and your child/ward can enter and exit the school via 3 entrance/exit points. The school gates will be made accessible to you and your child/ward during the following hours.

<b>Gate Information</b> <b>(Monday to Friday)</b>		
<b>Main Gate</b> (mainly for vehicles)	<b>Bus stop Gate</b> (for pedestrians)	<b>Canteen Gate</b> (for pedestrians)
6.30 am to 7.30 am	6.30 am to 8 am	6.30 am to 7.45 am
1.45 pm to 6 pm	1.30 pm to 2 pm	



Bus stop Gate (Gate 2)



Canteen Gate (Gate 7)



Main Gate (Gate 1)

## School Visitation

- For the safety and security of our students and staff, all visitors are required to sign in at the security guard post at the Bus stop Gate before proceeding to the General Office.
- Visitors are required to display the visitor pass prominently at all times.
- Visitors are not allowed to loiter in the school.



# School Attire

PAGE 24

## School Attire and Appearance

### School Uniform

At Xinmin Primary School, we develop our students to respect their image, thus students are expected to wear the prescribed school uniform neatly. Any modification to the uniform is not allowed. Please refer to your child's/ward's Student Handbook for more details on the school rules.

### Name Tag

Students are required to have a name tag sewn above the school badge on his/her uniform.

### PE Attire

Students must put on the approved school Physical Education (PE) attire on days when they have PE and Programme for Active Learning (PAL) lessons. Shirt must be tucked in neatly.

### Footwear

Students are to wear shoes that are plain white. Socks must be plain white and this may include those with school name. Ankle and knee-length socks are not allowed. Please refer to your child's/ward's Student Handbook for the approved attire.



# Appearance and Grooming

PAGE 25

## In general

- Coloured or highlighted hair is not allowed.
- Funky hairstyles or inner cut styles (inconsistent length and styles) are not allowed.
- Fingernails must be kept short and clean without any nail polish or varnish.

## For boys

- Hair must be clean-shaven with no facial hair.
- Hair must be short and neat. It must not touch the ears or the collar of the school uniform.
- Length of fringe must not touch the eyebrows.
- Sideburns must be short and must not extend beyond the middle level of each ear.



## Or girls

- Long fringe must be pinned up neatly and it must not touch the eyebrows.
- Hair touching collar of the uniform must be tied up neatly at all times.
- Only plain black hair bands or clips are allowed.
- No scarf or hair netting is allowed.



# *General Guidelines and Standard Procedures*

PAGE 26

## **Information on School Matter**

Visit the school website for details on school matters.  
(<https://www.xinminpri.moe.edu.sg>)

The latest school notification will be sent to you via Parents Gateway mobile app. Please set up the Parents Gateway in your mobile phone. Visit the Parents Gateway website for more information.  
(<https://pg.moe.edu.sg/>)

## **Communication with Form Teacher**

Request for an appointment by writing a note in your child's/ward's handbook or emailing the teacher directly.

Please give teachers **3 working days** to respond to you. Please refrain from contacting the teachers on weekends, public holidays and after 6.00 pm on weekdays.

For emergency requests, please contact the General Office at 6283 5479 between 8.00 am and 5.00 pm on school days.

## Updates on Personal Particulars

Notify the form teachers of any changes in address, contact numbers, after-school arrangement, matters regarding your child's/ward's health which might affect his/her safety or learning in school activities.

Please inform the form teachers if there is a change in dismissal venue.

## Early Dismissal

Inform your child's/ward's form teacher at least **1 working day** in advance via email or phone call and state the reason for your request for his/her early dismissal from school.

Pick your child/ward from the General Office after receiving confirmation from the teacher. Your child/ward is not allowed to leave school on his/her own. For emergency requests, please contact the General Office at 6283 5479.

## Delivery of Forgotten Items

Please refrain from delivering your child's/ward's forgotten items to school. We strongly encouraged you to guide your child/ward to pack his/her school bags daily and according to his/her class timetable. This will develop your child/ward to be a responsible individual.



# Resources for Parents

PAGE 28

These are resources provided by MOE to all parents/guardians of P1 children entering school in 2024. We hope these resources will help you and your child/ward have a smoother transition into Primary 1.

## Digital Parent-Child Activity Book (PCAB)

This resource is meant to support you and your child/ward. It is not intended as a set of “compulsory” activities or homework for the child/ward.

It is entirely up to you and your child/ward to decide how much you want to complete and when you would like to do these activities.

Choose the activities that best meet you and your child’s/ward’s needs. The activities can be done in any order. The key intention of this PCAB is to have fun learning with your child/ward.





## MOE Online Resources

### Parent Kit

[www.moe.gov.sg/parentkit](http://www.moe.gov.sg/parentkit)

Parent Kit contains bite-sized actionable tips with supporting resources for you to help support your child/ward in his/her education journey.



### SCHOOLBAG

THE EDUCATION NEWS SITE

[www.schoolbag.edu.sg](http://www.schoolbag.edu.sg)

Through articles and multimedia content, Schoolbag provide parents/guardians and general public with information and insights related to education, tips for parent/guardian involvement and features on school programmes.



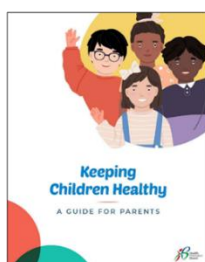
## Resources by Health Promotion Board (HPB)

**Edition 1:** How parents/guardians can continue building healthy habits at home for their child.

**Edition 2:** What parents/guardians can do to support their children through transition to primary school.

**Edition 3:** Tips for parents/guardians to build healthy routines at home with their child/ward.

### KEEPING CHILDREN HEALTHY – A GUIDE FOR PARENTS



Edition 1



Edition 2



Edition 3

## School Online Platforms

Parents/Guardians can access the school website to get information of our service providers and the updated calendar of events. You can also explore the QR codes to follow our school 'Facebook' and 'Instagram'.



**Xinmin  
School website**



<https://go.gov.sg/xmpsfb>

**Xinmin  
Facebook page**



<https://go.gov.sg/xmpiinstagram>

**Xinmin  
Instagram page**

# Our Service Providers

PAGE 31



## **School Dental Service**

9 Hougang Avenue 8  
Singapore 538784  
Tel : 8764 3972



## **School Uniform**

Magdalene Sewing Centre Pte Ltd  
Blk 5000, Ang Mo Kio Ave 5,  
#05-09, Tech Place II  
Singapore 569870  
Tel: 6293 5840  
Website: <https://www.magdalene.com.sg>



## **School Bookshop**

Pacific Bookstores Pte Ltd  
Tel: 6284 7330  
Website: <http://www.pacificbookstores.com>



## **K. H Ng Bus Transport Service Pte Ltd**

Mr Ng Kim Hock  
Tel: 9665 9003 / 6281 9003  
E-mail: [info@khngbus.com.sg](mailto:info@khngbus.com.sg) or [khng.bus.service@gmail.com](mailto:khng.bus.service@gmail.com)



## **School-based Student Care Centre – NASCANS**

Tel : 8298 8540  
E-mail: [xmscc@nascans.com](mailto:xmscc@nascans.com)  
Website : <https://www.nascans.com>  
Expression of Interest: <https://tinyurl.com/3pnx26fx>

# Parent Support Group

PAGE 32



Vision for Partnership:  
To foster a strong collaboration between teachers  
and parents of Xinmin Primary School.



**Join us as Parent Volunteers!**

Just scan the QR code to fill up the  
PSG Recruitment Form and submit it  
to the Form Teacher.



# *People You need to know*

PAGE 33

## **Principal**

Mrs Judy Lim

## **Vice-Principals**

Mrs Ahkeela Edison (Academic)

Mr Lim Boon Teck (Admin)

## **Department Heads**

Mrs Elaine Heng - School Staff Developer

Mrs Nurhidayah Ejjad - HOD/English

Mdm Lyn Ong – HOD/Mathematics

Miss Geraldine Tng - HOD/Science

Miss Yap Li Ling - HOD/Mother Tongue

Mdm Azlinah - HOD/CCE

Mrs Joycelyn Soo - HOD/Student Management and Leadership

Mdm Noor Hafizah - HOD/ICT

Mdm Sim Choy Yin - YH/Lower Block

Mdm Rosnita – AYH/Lower Block

## **Learning and Behavioural Support**

Miss Aneesa Beham Tajudeen - School Counsellor

Miss Lim Siew Lian - Snr SENO

Ms Siti Zuraidah Binte Zudirman – SENO

Mdm Noor Haseena Syed Abd Rahim Shah - SENO

## **General Office Staff**

Mr Albert Liong - Administration Manager

Mr Thenna Raj – Operation Manager



***Let's work together with your child's  
teachers and help your child reach his/her  
fullest potential as  
"Every Child Matters".***