



BALESTIER HILL PRIMARY SCHOOL

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3 Jan 2017

Notice to Parents: **02/2017**

Dear Parents,

On behalf of all the staff of Balestier Hill Primary School, let me extend a warm welcome to all Balesterians to 2017 which promises to be another exciting year. We look forward to partnering all parents and the community to provide our students with quality learning programmes to help our students realize their full potential.

STAFF MOVEMENT

We want to warmly welcome the following Heads of Department who have joined the Balesterian family in 2017. They are:

- i) Mdm Jessintha Sasayiah (HOD/ English Language)
- ii) Mdm Maha Letchimi d/o Krishnasamy (HOD/ Science)
- iii) Miss Seet Yen Theng (Year Head – Middle Primary)

We would also like to extend our heartfelt thanks to the following staff for their contributions during their service in our school:

- i) Mdm Jiang Shu
- ii) Ms Rubinder Kaur d/o Harbajan
- iii) Miss Joieslin d/o Adaikalarajo
- iv) Mr Samuel Ling
- v) Mdm Nurazimah Binte Mazelan

COMMUNICATION

We are pleased to introduce the following Heads of Year for the various grade levels and the Year Advisors/ Year Head for 2017. Apart from the Form Teachers, they are also most willing to address parents' needs and concerns. Please feel free to contact them if you need further clarification on school matters pertaining to the respective grade they are overseeing.

Level	Head of Year	Email Address	Year Advisor/ Year Head	Email Address
Joy	Mdm Goon Yar Guan (Mrs Jennifer Pour)	goon_yar_guan@moe.edu.sg	Ms Khor Siew Khim	khor_siew_khim@moe.edu.sg
Peace	Miss Choo Lee Tiang	choo_lee_tiang@moe.edu.sg		
Grace	Miss Koh Mei Shan	koh_mei_shan@moe.edu.sg	Ms Seet Yen Theng	seet_yen_theng@moe.edu.sg
Hope	Mdm Lee Ching	lee_ching@moe.edu.sg		
Faith	Mr Chia Zongyu	chia_zongyu@moe.edu.sg	Ms Tan Swee Lian	tan_swee_lian@moe.edu.sg
Glory	Mr Lim Ling Siang	lim_ling_siang@moe.edu.sg	Ms Sing Siew Hoon	sing_siew_hoon@moe.edu.sg



SCHOOL ATTENDANCE AND PUNCTUALITY

Our school will function from 7.30 am to 1.30 pm on all days. Parents are reminded to ensure that their children are seated punctually in the school hall by 7.25 am for our morning assembly.

Parents are also reminded that all students need to attend all the 10 weeks of each term and hence parents should not be requesting for your child to be excused from school during term time, unless they are unwell. It is important that our young students have respect for our school rules and regulations so that they will grow up to respect the law and the authority.

A GENTLE REMINDER - STUDENTS' SAFETY AND SECURITY

The safety of our students and staff is our top priority. We would like to seek the co-operation of all parents to continue supporting the school in the following measures to enhance the safety and security of the school community:

- Any parent who needs to come into the school on any matter is to register at the Guard House and obtain a Visitor's Pass before proceeding to the General Office for further assistance;
- All parents who drive are to drop off and pick up their children at the covered car park
- Parents who wish to pick up their children after dismissal are to wait for them outside the school at the school entrance;
- All students and parents are to use the zebra crossing outside the school gates safely.

SCHOOL DIARY

The School Diary is available for sale at the school bookshop at \$3.60 each. Every student is required to purchase the diary which serves as a two-way communication between parents and the teachers. It is helpful for parents to check your child's diary daily to ensure that your child gets his homework done or to follow-up on any matters raised by the teachers. Teachers will try their best to respond to all queries and feedback raised by the parents.

For all matters regarding your child, parents are strongly encouraged to approach the form teachers or subject teachers first for clarification or help while the Administrative Staff in the General Office should be approached to assist on administrative matters and policies.

The Outstanding Youth in Education Award (OYEA) 2017

The Outstanding Youth in Education Award (OYEA) gives national recognition to young teachers who are role models for the teaching profession. These educators motivate, challenge and inspire their students to bring out their full potential. They play a critical role in moulding the future of our nation.

Online nomination: <https://moe.wufoo.com/forms/zfscjl90jwx1v/>. Closing date for nomination is *Friday, 13 January 2017*.

FAMILYMATTERS@SCHOOL

Effective parenting cannot occur in isolation from the school, and we would like to partner you to develop your child to be the best that he or she can be. Our school is part of the FamilyMatters@School initiative which is supported by the Ministry of Social and Family Development. We would like to strongly encourage more parents to join us in the workshops to learn skills to nurture positive family relationships.

THANK YOU FOR YOUR SUPPORT

Thank you for being our trusted partners in providing a balanced and holistic education for your children. We look forward to working closely with you to build the future of our children together!

The School Calendar of Events for Term 1 is attached for your reference.

Yours faithfully,



Miss Tan Chay Eng
Principal, Balestier Hill Primary School