



**West Grove
Primary School**
Active Minds, Gracious Hearts

1 Jurong West St 72
Singapore 649223
Tel : (65) 62679234
Fax: 62679235
Email: wgps@moe.edu.sg
<https://www.westgrovepri.moe.edu.sg>

Letter To Parents (Term 4)

13 September 2024

Dear Parents,

Greetings!

I hope you have enjoyed the short break with your children. We are very happy to welcome our children back to school. It is the final term of 2024 and indeed going to be a busy yet meaningful one.

Our P6 students are very busy with the final revision for the PSLE and we wish them Best of Luck and may all their dreams come true. The other students will also be preparing for their end of year examinations. Our teachers will continue to guide and prepare them to do well but the best is only possible with strong home support. We urge parents to be actively engaged in their children's learning, believe in them and let them experience the joy of learning.

The school is constantly in pursuit of improvements to foster good learning opportunities and experiences for our children a.k.a. *'The West Grove Experience'*. The School Upgrading projects are progressing well and we hope to see more facilities and learning spaces for our children. As we strive to make the school a vibrant and conducive learning hub, we are also true believers in the professional growth of our staff and building the teacher-student connect. In line with this, there will be minor refinements to the school hours in 2025. Please be assured that the overall school hours are still adhering to the MOE curriculum guidelines.

Mondays- school dismissal is at 12.30 pm.

Tuesdays to Fridays- school dismissal remains as 1.30 pm.

Further details will be issued in due time. This early notice is to give parents ample time to plan for transport arrangements and pick up for their children; and to look into their after-school arrangements. Do share with us through the respective form teachers if you have any concerns and questions. We truly appreciate your support and understanding on this.



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Changes and challenges are the only constants in our life journey. We should teach our children from young to face challenges and build their confidence and resilience. Parents and teachers are their moral compass to ensure that they know what is right and wrong. It's in the hands of a skilled craftsman that a beautiful sculpture is made.

Magic is in believing in yourself. If you can make that happen, you can make anything happen - J Wolfgang von Goethe

Continuity gives us roots, change gives us branches, letting us stretch and grow and reach new heights – Pauline R. Ketzer

Best Wishes

Mrs Chandler Jay Siva
Principal



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School Hours and Dismissal Arrangements

School hours are from 7.30 a.m. to 1.30 p.m. daily. All students should reach school and be ready for morning assembly by 7.30 a.m. We seek your support in ensuring that your child/ward reports punctually to school.

Venues for Dismissal

Gate	Levels using the gate for dismissal	Remarks
Big Gate 1	P3 to P6	This vehicular gate (used by vehicles) will be out of bounds to traffic from 1.15 – 1.45 p.m. daily.
Small Gate 1A & 1B	P1 and P2	
Gate 3	All levels	This is the gate nearest to block 723

Wet Weather Dismissal

Gate	Wet Weather Arrangements
Gate 1A & 1B	Parents/Guardians may wait for your child/ward in the canteen. <ul style="list-style-type: none"> • P1 and P2 parents - canteen corridor next to the field/bookshop • P3 to P6 parents - canteen corridor next to the parade square
Gate 3	Parents/Guardians may wait for your child/ward at the corridor of Classroom Block C (Level 1).



Reminder on School Safety & After-School Programme

To ensure the safety of students who stay for after-school programmes, they are **not allowed** to leave the school before the start of their activity. Students should have their lunch in school.

Students who have no after-school activities are strongly encouraged to leave school latest by 2.30 pm.

We seek your support to reinforce this message to your child/ward.

Parents of students cycling or scooting to school are required to acknowledge an advisory letter which will be issued upon request. Parents are to monitor their child/ward's safe behaviour in the use of their bicycles / scooters. Students who do not commute safely may not be allowed to cycle / scoot to school.



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Road Safety

We seek your cooperation in ensuring the safety of students coming to and leaving school. This is especially important as young children may not have the skills required to use roads properly and do not always fully appreciate the dangers presented. Their small physique also makes them less visible to motorists. Let's do our part to model safe road use.



Travel Declaration

To ensure that schools continue to be a healthy and safe environment for all, parents/guardians are to make a travel declaration for your child/ward if he/she will be travelling for the holidays.

Please do so via Parents' Gateway (PG), go to [SERVICE > DECLARE TRAVELS]. Please declare your child/ward's travel plan(s), indicating the country and city of travel, and any city of transit, by 15 November 2024 (Friday). Only one parent is required to make the declaration.

When planning your travel, please refer to the ICA website link for information and updates. If there is a change in travel plan(s) after declaration, please submit a new travel declaration via PG if there is a change in travel destination or inform the school if the travel plan(s) are cancelled.

If your child/ward is not travelling during the holidays, no action is required.



Curriculum & Assessment Matters

Semestral Assessment for P3 to P6 students will be carried out in Term 4.

Scan the QRcode for the Assessment Plan and WGPS Calendar for the assessment dates. For more information on topics to be assessed for Semestral Assessment, refer to letter on Assessment Matter sent via PG on 28 June 2024.



Assessment Plan

(<https://go.gov.sg/wgps2024assessmentplan>)



WGPS Calendar

(<https://www.westgrovepri.moe.edu.sg/parents-hub/school-calendar/>)





School Attendance & Absence for Semestral Assessment

Your child/ward's regular attendance in school is closely monitored by our form teachers. For any absences, please inform the form teacher and submit relevant documentation (e.g. Medical Certificates) if applicable.

If the absence falls on the date of the semestral assessment, there is **no make-up** for the assessment. Pro-rating will be considered if the absence is substantiated with valid reasons (e.g. Medical Certificates).

Schedule of Key Events for Term 4

Date	Activity	Remarks
16 & 17 Sep 2024 (Mon - Tue)	P5 EL & MTL SA Oral	Refer to letter sent on PG
23 – 25 Sep 2024 (Mon – Wed)	P6 Study Break	No school for P6 students; refer to PG letter for details on student support
24 Sep 2024 (Tue)	P3 to P5 EL and MTL SA LC	
25 Sep 2024 (Wed)	P5 HMT SA Paper 1	
26 – 27 Sep 2024 (Thu – Fri)	P1 and P2 HBL	No school for P1 and P2 Refer to letter sent on PG
26 Sep 2024 (Thu)	P3 to P5 EL SA Paper 1	
27 Sep 2024 (Fri)	P3 to P5 MTL SA Paper 1	
26 Sep – 2 Oct 2024 (Thu – Wed)	PSLE Written Exam	
30 Sep 2024 (Mon)	P3, P4 & P5 HBL	No school for P3 to P5 students Refer to letter sent on PG
3 Oct 2024 (Thu)	Children's Day Celebration	The school will be celebrating Children's Day on 3 Oct 2024 (Thu). Students will be dismissed at 10.30am. Parents are to make the necessary arrangements to pick up your children. Details will be shared on PG 4 Oct 2025 (Fri) is a school holiday



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4 Oct 2024 (Fri)	Children's Day	School Holiday
8 – 9 Oct 2024 (Tue - Wed)	P4 EL & MTL SA Oral	
10 – 11 Oct 2024 (Thu - Fri)	P3 EL & MTL SA Oral	
14 – 16 Oct 2024 (Mon – Wed)	PSLE Marking Day	No school for P1, P2, P4 and P6 School as per normal for P3 and P5 students. Details will be shared on PG
18 – 24 Oct 2024 (Fri - Thu)	P3 to P5 Semestral Assessment	
28 Oct – 6 Nov 2024 (Mon – Wed)	Students Health Screening	Details will be shared on PG
31 Oct 2024 (Thu)	Deepavali	Public Holiday
11 Nov 2024 (Mon)	P1 & P2 E-PCTC	No school for P1, P2, P3, P5 & P6 students. School as per normal for P4 students.
12 Nov 2024 (Tue)	P1 & P2 MTL E-PCTC	No school P3, P5 & P6 students. School as per normal for P1, P2 & P4 students
14 Nov 2024 (Wed)	Celebration of Success	School as per normal for P1 to P6
15 Nov 2024 (Fri)	Staff Admin Day	No school for all students



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Parent Engagement & Mode of Communication

Modes of Communication

The main mode of communication between the teachers and parents are as follows:

- General office hotline: **6267 9234** (Mon to Fri, from 7.00 a.m. - 5.30 p.m.)
- Student Handbook
- Teachers' Email (PG Contacts or School webpage)

Follow us on **Instagram** ([@wgps_official](https://www.instagram.com/wgps_official)) and **Facebook** (<https://go.gov.sg/wgpsfb>) to stay updated on school activities. You can also refer to our **calendar of events** (<https://go.gov.sg/2024wgpscalendar>) to help you stay organised and involved in your child's academic journey. We thank you for your ongoing support in making West Grove Primary School a thriving educational community for your child/ward.



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