



SENG KANG PRIMARY SCHOOL

A Vibrant Community of World-Ready Learners

<http://www.sengkangpri.moe.edu.sg>

21 Compassvale Walk, Singapore 545166; Tel: 6384 0809; Fax: 6384 0839

SKPS/2014/P / VP/071

29 January 2014

Dear Parents / Guardians,

Sale of School Uniform and Housekeeping Matters

It has been almost a month since the new academic term began. We hope that your child has settled in and adapted well to the school routine. We would like to thank all parents and guardians for their cooperation in sending your child punctually to school and waiting for them patiently at the designated parent waiting areas during dismissal.

To continue to ensure the safety and security of your child, we seek parent's / guardian's assistance in adhering to the following :

1. Sale of School Uniform and Shoes

As all students would have bought their uniforms and shoes by now, please note that with effect from February 2014 onwards, the uniform vendor and shoe supplier will sell the school uniform and shoes **once a month on Wednesdays from 9.00 am to 12 noon** on the following dates:

Date	Month
12	February
12	March
16	April
14	May
11	June
16	July
13	August
17	September
08	October
12	November

Do ensure that you buy the correct sizes for your child as some pupils have been seen wearing oversized uniforms and this makes them very uncomfortable. After the purchase, parents and guardians are not allowed to stay in the canteen to pick up their children after school. Please proceed to the allocated waiting areas to wait for dismissal.





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2. Buying of stationery at School Bookshop

As we would like our pupils to be more independent and self-directed, it would be appreciated if parents / guardians could empower their child to buy his / her school books or stationery from the school bookshop during their respective recesses. Alternatively, parents / guardians can buy standard stationery for their child / ward from bookshops located outside of the school.

3. Canteen Food

We have noticed that some parents / guardians have been coming into the school to purchase food from the school canteen during dismissal time. Please note that the food sold in the canteen is meant for staff and pupils of the school only. Parents / Guardians are not allowed to purchase food from the canteen except on officially scheduled occasions.

4. Road safety

Please remind your child / ward that if they walk or cycle to and from school, they have to follow road safety procedures within and outside school at all times. This means adhering to all traffic regulations like using overhead bridges or zebra crossings where possible, looking right, looking left and right again to ensure there's no oncoming vehicle before crossing any roads and crossing only when the green man signal is on. For your child's safety, do remind helpers and grandparents who accompany your child to school and back, to abide by the traffic regulations as well. We have noticed that some parents/guardians have been jaywalking or dashing across the road. Children tend to emulate us and this can pose a danger to the pupils as they may not be as alert. A gentle reminder that parents who are driving into the school in the morning are to **adhere to the speed limit**, not to overtake and to exercise patience as the pupils' safety is far more important than the urgency to drive off. Also, do prepare your child to have his / her school bag with him / her so that they can exit from the car smoothly without holding up the other cars in line.



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5. Visitor's Pass

Lastly, to ensure that there are no unauthorized personnel in the school and to enable contact tracing of visitors in the event of emergencies, we would like to remind parents / guardians that all visitors to the school are required to leave their contact information and purpose of visit with the security guards and obtain a "**Visitor's Pass**" from them before proceeding to the General Office for appointments or enquiries.

Thank you for cooperating with the school to make it a safer place for your child to learn and grow.

Yours sincerely,

Mrs Winefrede Loo
Vice-Principal

cc Mrs Rabia Shahul, Principal
Mr Albert Chia, Vice-Principal