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## **Letter To Parents (Term 1)**

6 January 2025

Dear Parents/Guardians,

We are delighted to welcome all pupils back to school as we celebrate a significant milestone - our **25th anniversary** of nurturing ***Active Minds, Gracious Hearts***.

As we mark this occasion, we would like to acknowledge the dedicated leadership of our former Principal, Mrs Chandler Jay Siva. Her vision and commitment have been instrumental in shaping our school's success. We extend our heartfelt gratitude and wish her a happy retirement.

Over the past 25 years, the school has built a strong culture of excellence in teaching and learning, consistently stretching and supporting our pupils to help each child achieve their fullest potential. It is my privilege to serve alongside the dedicated staff of West Grove Primary School.

To commemorate our anniversary and enhance the joy of learning, we are refreshing our learning environments. In 2024, we opened our newly renovated library, '*We READ*'. This year, 2025, will see the inauguration of our Indoor Sports Hall (ISH). Additionally, various improvement works are in the pipeline, including creation of innovative learning spaces, as well as upgrades to our canteen and toilets. We kindly seek your understanding for any inconveniences these works may cause.

Home-school partnership remains crucial to our success. We encourage parents to work closely with our teachers and support them as they care for your children during school hours. Please continue to use official channels such as email, Student Handbook and Parents Gateway (PG) to communicate with teachers.

For a healthy heart, mind, and body, we urge parents to help establish good habits from a young age:

- Ensure your child gets sufficient rest by maintaining an early bedtime.
- Encourage the habit of completing homework promptly.
- Reduce screen time especially on personal devices for gaming and social media.
- Promote healthy eating habits.



Thank you for your continued support as we embark on another year of growth and learning for all West Grovians.

Yours sincerely,

Mdm Mabel Goh  
Principal



### **PSLE Results 2024**

We would like to celebrate our Primary 6 cohort of 2024 for their dedication and growth throughout their learning journey. We wish them continued joy in learning.

	2023	<b>2024</b>
<b>% students eligible for Secondary School</b>	98.6%	<b>100%</b>
<b>% students eligible for G3</b>	66.4%	<b>70.1%</b>
<b>% students eligible for at least G2</b>	87.4%	<b>90.5%</b>
<b>Number of Successful DSA applicants</b>	9	<b>23</b>



### **Staff Movement**

We welcome new colleagues who will join us to lead, care, and inspire.

1. Mdm Sewa Duu Jong – SH/Chinese Language
2. Mr Qiu Zhaoxiang – Chinese Language teacher
3. Ms Shang Mingzhu – Chinese Language teacher
4. Ms Nurin Nadhirah Binte Rauzi – English and Mathematics teacher
5. Ms Rachel Chiang Hui Hui – English and Social Studies teacher

At the same time, we bid farewell to colleagues who have contributed significantly to our school:

1. Mrs Chandler Jay Siva – Principal
2. Mdm Nithiyah Subramaniam – HOD/English Language
3. Mr Qairul Izam Shali – Physical Education teacher.



### **School Hours and Dismissal**

School hours are as follows.

Monday - 7.30 a.m. to 12.30 p.m.

Tuesday to Friday - 7.30 a.m. to 1.30 p.m.

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 will be out of bounds to traffic from 12.15 – 12.45 p.m. (Mon) and 1.15 – 1.45 p.m. (Tue – Fri).
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"> <li>• P1 and P2 parents - canteen corridor next to the field/bookshop</li> <li>• P3 to P6 parents - canteen corridor next to the parade square</li> </ul>
Gate 3	Parents/Guardians may wait for your child/ward at the corridor of Classroom Block C (Level 1).



### **Safe Management Measures**

To ensure the safety of our students and staff, please observe the following measures:

- If your child/ward is feeling unwell or has flu-like symptoms such as fever, running nose, sore throat and cough, please take them to see a doctor and do not allow them to come to school. Please inform your child/ward's form teacher.
- Students are to bring their thermometers, water bottles, hand sanitisers and masks (optional) with them daily. The sharing of personal items is not encouraged. Please label all personalised items with your child/ward's name and class.



### **School Security**

All visitors to the school are reminded to report to the Security Guard Post before proceeding to the General Office for assistance. You are not allowed in any other part of the school premises.



### **Road Safety**

We hope to 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.

### **Reminder on Dual Vehicular Lanes in the Morning**

Two vehicles are allowed to enter through the Main Gate to better manage congestion. You will see a demarcation of the lanes as shown in the picture below. Please exercise caution and patience when driving into the school.



Please refrain from the following actions:

- a) Dropping off your child along the roadside, as it may impede the smooth flow of traffic and pose a potential risk of accidents.
- b) Attempting to change lanes upon entering the school, as it could endanger pedestrians and other drivers.
- c) Driving at high speed in the school zone, as it may result in potential accidents.
- d) Disregarding the instructions or directions provided by the security guards.



- e) Dropping off your child between 7.20 a.m. to 7.30 a.m. There is a significant influx of cars entering the school premises during that period of time. It is advisable to send your child to school earlier to avoid traffic congestion.
- f) Jay-walking. Some parents and students were observed to cross the road without using the pedestrian crossing at traffic junctions. This poses a safety hazard to both adult and child.



### **Students Cycling or Scooting to School**

All parents of students cycling or scooting to school are required to acknowledge an advisory letter which will be issued in Term 1. This is to encourage parents to actively monitor the child's behaviour and conduct in the use of their bicycles/ scooters. Students who cycle/ scoot to school should wear a helmet when commuting to school and students who do not commute safely may not be allowed to cycle/ scoot to school.

The school discourages lower primary students from cycling/ scooting to school due to safety concerns. The school will conduct inspection on the students' bicycles to ensure that they are safe to be operated. Upon passing the inspection, a bicycle pass will be issued to the student.



### **Parking in School**

The school is unable to provide parking for parents and we would like to remind parents who are visiting the school to **park at the public HDB car park next to the school.**

For parents who are here to pick up their child/ward who is **unwell**, or for any **emergencies**, please inform the security guard and they will allow you to park in the temporary visitor lots (subject to availability).



### **Recess and School Canteen**

Recess timings are as follows.

Primary 1 and Primary 4	9.30 a.m. to 10.00 a.m.
Primary 2 and Primary 5	10.00 a.m. to 10.30 a.m.
Primary 3 and Primary 6	10.30 a.m. to 11.00 a.m.

**Stalls 2, 5 and 7** in our school canteen are **halal certified**. Students can also purchase **vegetarian food** from **Stall 6** but do take note that it is not halal certified.



# 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](mailto:wgps@moe.edu.sg)

<https://www.westgrovepri.moe.edu.sg>

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In our efforts to inculcate healthy eating habits among our students, we embarked on the **Healthy Meals In Schools Programme** since 2018. The main objective of this Health Promotion Board initiative is to encourage our students to have a balanced diet (brown rice, vegetables, meat and fruits) as well as to make healthier food and beverage choices. The price of each set meal ranges from **\$2.00** to **\$2.50**. Please give sufficient pocket-money to your child/ward/children for their meals during recess. The canteen menu and price is available [here](#).

We would also like to encourage students to drink plain water and cut down on sugary drinks, as high sugar intake is a contributing factor to diabetes. Students should bring their own water bottles to school and refill them at the water coolers.



## **Student Well-being @ West Grove**

The school continues to enhance a caring and enabling environment for your child to thrive in and experience the joy of learning.

### **School Attendance & Absence**

Regular attendance in school is essential and is closely monitored by the Form Teachers and our Student Development Team (SDT). For absences, please inform your child's Form Teacher and submit relevant documentation (e.g. Medical Certificates) if applicable.

Please note that if the absence falls on the date of a weighted assessment (e.g. topical test, exam), 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).

### **School Homework**

Homework fosters a sense of responsibility, self-discipline, and the development of lifelong learning habits. To reinforce classroom teachings and enable practical application of acquired knowledge, teachers assign meaningful and sometimes challenging homework.

The school will make a conscious effort to monitor the homework load of our students and subject teachers will coordinate the homework assigned to ensure that the load is manageable. In addition to the homework that has been assigned, students who are unable to complete their work in class will need to complete it at home. We seek your understanding that the actual time spent on homework will vary between students due to differences in their study habits and subject proficiency. We encourage you to speak with our teachers if you have any concerns about the assigned homework.

We also urge parents to play a supportive role by spending time monitoring your child/children's homework and to ensure they are done in a conducive environment.



### After-School Programme

To ensure the safety of students who are staying back for after-school programmes, they are not allowed to leave the school before the start of the activity. Students are expected to have their lunch in school. We will monitor students' movement after school. We seek your understanding and support in reinforcing the message with your child.



### Schedule of Key Events for Term 1

Date	Activity	Remarks
2 Jan 2025 (Thu)	P1 students report to school	
3 Jan 2025 (Fri)	P2 to P6 students report to school	
17 Jan 2025 (Fri)	P4 Social Studies Learning Journey to Kreta Ayer Heritage Gallery (Batch 1 & 2)	Details will be shared on PG
28 Jan 2025 (Tue)	Chinese New Year Celebration	7.30 a.m. – 10.00 a.m.
29 – 30 Jan 2025 (Wed – Thu)	Chinese New Year	Public Holiday <b>School will resume 31 Jan 2025</b>
19 – 21 Feb 2025 (Wed – Fri)	P4 Cohort Day	Details will be shared on PG
21 Feb 2025 (Fri)	PSLE briefing for P6 parents	Details will be shared on PG
27 Feb 2025 (Thu)	P6 Social Studies Learning Journey to ACM (Batch 1)	Details will be shared on PG
28 Feb 2025 (Fri)	P4 SBB briefing for P4 parents	Details will be shared on PG
4 Mar 2025 (Tue)	P6 Social Studies Learning Journey to ACM (Batch 2)	Details will be shared on PG
15 – 23 Mar 2025 (Sat – Sun)	Term 1 School Holidays	
17 Mar 2025 (Mon)	P4 to P6 Little Reporters Workshop (Selected Students)	Details will be shared on PG

The school will celebrate **Chinese New Year** on **28 Jan 2025 (Tue)**. On the day of the celebration, school hours will be from **7.30 a.m. to 10.00 a.m.** As part of the celebrations, the school will engage our students in festive learning activities during the curriculum time.



Please note:

- To facilitate learning, students are required to bring their storybook for silent reading, water bottle, stationeries which includes colouring materials.
- In the spirit of the festive celebration, students are encouraged to put on their traditional costumes, with black school shoes and white socks that day. Students who do not have traditional costumes may come in red attire or their school uniform.



## 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/2025wgpscalendar>) 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.



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

WGPS  
Facebook



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

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Calendar



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

WGPS Canteen  
Price list