

# WEST VIEW PRIMARY SCHOOL

PASSIONATE LEARNERS • CONFIDENT LEADERS



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## P1 2026 Parents' Handbook

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*Every West Viewan a Passionate Learner and Confident Leader*



## **School Vision**

Every West Viewan a Passionate Learner and Confident Leader

## **School Mission**

To make school inviting and learning inspiring  
for our learners to grow holistically

## **School Values**

Everyone's a TALENT!

**T**rustworthy

**A**ctive in **L**earning

**E**mpathetic

**eN**terprising

**T**enacious



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## Key Contacts



### **West View Primary School**

**Address:** 31 Senja Road Singapore 677742

**Email:** [wvps@moe.edu.sg](mailto:wvps@moe.edu.sg)

**Website:** <http://westviewpri.moe.edu.sg/>

**Phone:** 6760 0178

**Fax:** 6760 0147

**Office Hours:** Monday to Thursday, 7.15 am to 5.15 pm  
Friday, 7.15 am to 4.45 pm

### **Heads of Instructional Programmes**

|                         |   |
|-------------------------|---|
| English Language        | Mrs Ho – Tan Soon Hui<br>Email: <a href="mailto:tan_soon_hui_a@schools.gov.sg">tan_soon_hui_a@schools.gov.sg</a>        |
| Mathematics             | Mdm Cai Xingyi<br>Email: <a href="mailto:cai_xingyi@schools.gov.sg">cai_xingyi@schools.gov.sg</a>                       |
| Mother Tongue Languages | Mdm Michelle Lew<br>Email: <a href="mailto:lew_yee_loo_michelle@schools.gov.sg">lew_yee_loo_michelle@schools.gov.sg</a> |

### **Heads of Lower Primary**

|   |   |
|---|---|
| Year Head<br>(Lower Primary)                            | Ms Soo Bee Li<br>Email: <a href="mailto:soo_bee_li@schools.gov.sg">soo_bee_li@schools.gov.sg</a>        |
| Subject Head<br>(Student Management –<br>Lower Primary) | Mdm Tan Toon Lim<br>Email: <a href="mailto:tan_toon_lim@schools.gov.sg">tan_toon_lim@schools.gov.sg</a> |



## Primary One Form Teachers

|              |  |
|--------------|--|
| 1 Aspiration | Ms Clara Chia<br>Email: chia_min_clara@schools.gov.sg              |
|              | Mdm Liu Ying<br>Email: liu_ying@schools.gov.sg                     |
| 1 Brilliance | Mdm Deepa d/o Thangamani<br>Email: Deepa_Thangamani@schools.gov.sg |
|              | Mdm Wee Shi Xiu<br>Email: wee_shi_xiu@schools.gov.sg               |
| 1 Confidence | Mrs Tan–Tay Li Gek<br>Email: tay_li_gek@schools.gov.sg             |
|              | Mdm Shoba D/O Mohan<br>Email: shoba_mohan@schools.gov.sg           |
| 1 Diligence  | Mdm Michelle Khoo<br>Email: Khoo_Wei_Lin_Michelle@schools.gov.sg   |
|              | Miss Ong Kai Wei<br>Email: ong_kai_wei_a@schools.gov.sg            |
| 1 Empathy    | Miss Devapriya<br>Email: devapriya@schools.gov.sg                  |
|              | Mdm Cheng Siew Kim<br>Email: cheng_siew_kim@schools.gov.sg         |



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## Important Note

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### Important note

- Write contact numbers (home, parent/guardians' office and mobile phone numbers) in the Student Handbook
- Inform the teachers of your child/ward's medical condition or allergies (if any)
- Ensure that your child/ward knows his/her medical condition(s)
- If you need to speak to your child/ward's teacher, an appointment should be arranged through:
  - ~ a note in your child/ward's Student Handbook
  - ~ an email to the teacher or the school
  - ~ a message left with the General Office
- NEW! Pre-order your child's recess meals for 2 January, 5 to 9 January using the AMIAPP School. You can preorder from 22 December 2025.



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## First Few Days of School

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### School Hours for the First Week

#### **Primary 1 Day 1, 2 January 2026 (Friday)**

**8.30 am to 12.30 pm**

Parents are invited to spend the day in school

#### **Primary 1 Start-it-Right, 5 to 9 January 2026 (Monday to Friday)**

**7.25 am to 12.30 pm**

Parents can be present during P1 recess on 5 January 2026 (Monday)

**9.30 am to 10.00 am**



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## Start-it-Right Programme

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### **WVPS Start-It-Right Programme (SIR)**

Objectives of the programme:

- ✓ Help parents/guardians and pupils to assimilate into the school system
- ✓ Form close partnerships to nurture the pupils holistically

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## P1 Investiture

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### **P1 Investiture**

- At the end of the orientation period, a P1 Investiture ceremony will be held
- We would be celebrating the new beginning with the P1 pupils
- All parents are invited!
- We will inform you of the mode and structure of the investiture closer to the date



**Date:** 26 January 2026 (Monday)  
12.30 pm to 1.30 pm

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## Be My Buddy

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### **Be My Buddy**

- Each Primary 1 pupil will be paired with at least one Primary 4 Buddy, who will help him/her familiarise with the school routines
- Your child's Buddy will introduce the school, role model how to collect the bento boxes during recess and provide support



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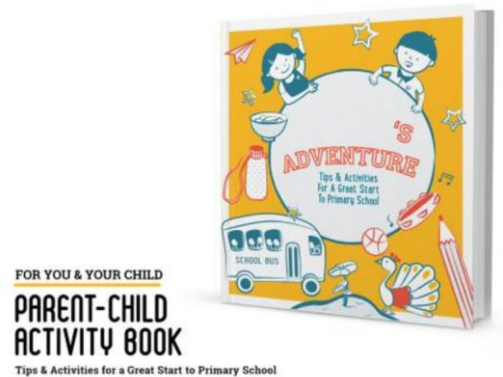
## Preparing Your Child for School

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### Preparing Your Child

- Prepare your child mentally by sharing your positive school experience
- Teach your child/ward how to introduce himself/herself
- Things your child/ward should be able to do independently:
  - ✓ Asking for permission
  - ✓ Going to the toilet
  - ✓ Handwashing
  - ✓ Removing and wearing his/her socks and shoes
  - ✓ Organising school bag
  - ✓ Holding a pencil correctly
  - ✓ Writing his/her name
- Knowledge that your child/ward should have:
  - ✓ Letters of the alphabet
  - ✓ Counting from 1 to 10
- Pre-empt your child/ward about the difference between a pre-school and a primary school
  - ✓ Larger learning environment
  - ✓ Longer school hours
  - ✓ More interaction with pupils and teachers

*Available through Parent's Gateway*





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## Things to Bring to School

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### **School Bags**

- Lightweight bags preferred (trolley bags are strongly discouraged)
- Pack school bag according to the timetable (once received)
- Maximum safe weight of the school bag and its contents is 3 kg
- Ensure all belongings are labelled – water bottles, lunch box, wallet, purses, stationery, colour pencils, books, shoes, uniforms etc.

### **Things to Bring to School Every Day**

- A small water bottle
- A small bag to put hand sanitiser, tissue paper, and a thermometer (an oral digital thermometer will be issued to each pupil)
- A light and healthy snack for Snack Break
- Student Handbook
- Storybook
- Stationery (pencils, eraser, ruler, sharpener)
- Coloured pencils
- Homework File
- NEW! AMI card for collection of pre-ordered bento
- Pocket money of around \$2



### **Day 1: 5 January**

- Character and Citizenship Education (FTGP) P1
- 4 Broad Line Exercise Books
- WVPS Report Book

### **Day 2: 6 January**

- 1 Purple File (English Language)
- 1 Yellow File (Mathematics)
- Primary Mathematics P1A and P1B Textbook & Practice Books



## **Day 3: 7 January**

### **Chinese Language**

- 2 Medium-square Exercise Books
- Chinese Language (欢乐伙伴 2.0) Textbook P1A
- Chinese Language (欢乐伙伴 2.0) Activity Book P1A
- Chinese Language (欢乐伙伴 2.0) Writing Exercise Book P1A
- Chinese Language (欢乐伙伴 2.0) Character Cards 1A (Small)
- Character and Citizenship Education P1 (Chinese)
- 1 Blue File (Mother Tongue)
- Chinese Language Supplementary Readers & Reading Passport Bundle (Book 1-28)

### **Malay Language**

- 2 Exercise Books (broad lines)
- 2 Jotter Books (broad lines)
- Malay Language (Cita) Textbook P1A
- Malay Language (Cita) Activity Book P1A
- Malay Language (Cita) Small Reader P1A Bk 1-4
- Character and Citizenship Education P1 (Malay)
- 1 Blue File (Mother Tongue)
- Malay Language Supplementary Readers & Reading Passport Bundle (Book 1-8)

### **Tamil Language**

- 1 Broad Line Exercise Book
- 1 Lined Jotter Book
- Tamil Language (Inbathamizh) Textbook P1A
- Tamil Language (Inbathamizh) Activity Book P1A
- Tamil Language (Inbathamizh) Penmanship P1A
- Character and Citizenship Education P1 (Tamil)
- 1 Blue File (Mother Tongue)
- Tamil Language For Primary School (Inbathamizh) Student Reader P1 (Book 1-3)



## School Timetable

### School Timetable

| Timing               | Activity                      |
|----------------------|-------------------------------|
| 7.20 am to 7.25 am   | Flag-raising and announcement |
| 7.30 am to 9.30 am   | Lessons                       |
| 9.30 am to 10.00 am  | Recess                        |
| 10.00 am to 11.55 am | Lessons                       |
| 11.55 am to 12.05 pm | Snack break                   |
| 12.05 pm to 1.25 pm  | Lessons                       |
| 1.30 pm              | Dismissal                     |



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## Subjects Offered in Primary 1

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### **Subjects Offered in Primary 1 in WVPS**

- English Language (EL)
- Mathematics (MA)
- Mother Tongue Languages (MTL)  
(Chinese, Malay, Tamil, Hindi)
- Social Studies (SS)
- Physical Education (PE)
- Music (MU)
- Art and Craft (AC)
- Programme for Active Learning (PAL)
- Character and Citizenship Education (CCE)
- Form Teacher Guidance Period (FTGP)
- Curriculum-based Learning Programme (CLP)  
(P1 2026 English Enrichment Programme and Mathematics Learning Centres)



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## Holistic Assessment

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### **Assessment for Primary 1 Pupils in WVPS**

- No weighted assessment
- Focus on building your child's confidence and desire to learn
- Informal 'bite-sized' assessment tasks
- Carried out regularly and feedback given through rubrics and pupils' work that focuses on the process of learning



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## School Uniform

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### School Uniform

- Wear uniform daily with white ankle socks and black school shoes
- Temporary name tag is to be worn daily until the embroidered name tags are ready and sewn on
- Please refer to the Student Handbook for the School Rules and Regulations


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## Temporary Name Tag

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### Temporary Name Tag

- This is to be worn daily for first few weeks of school
- State clearly how your child should be dismissed from school

|   |  |
|---|--|
|  | <b>WEST VIEW PRIMARY SCHOOL</b><br>PASSIONATE LEARNERS · CONFIDENT LEADERS |
| <b>Name:</b>  |  |
| Class:  |  |
| <input type="radio"/> School Bus Company : _____                                    |  |
| <input type="radio"/> Student Care Centre : Big Heart/STA/ _____                    |  |
| <input type="radio"/> Fetched by Parent/Guardian/Siblings in WV                     |  |



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## Pre-Assembly

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### Pre-Assembly

- Activities planned for your child
  - ✓ Tone-setting for the week
  - ✓ Teacher-Pupil Interaction Time (TPIT)
  - ✓ Silent reading



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## Recess

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### Recess

- Recess is from 9.30 am to 10.00 am daily
- Ensure that your child is given enough pocket money (\$2 should be sufficient)
- Onboard Central Kitchen Meal Model and pre-order your child's school meals priced between \$1.80 to \$2.70 from 22 December 2025 onwards.
- Additional food and drinks options are available from WVPS snacks stall and vending machines.



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## 10-minute Break

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### 10-minute Break

- 10-minute break is from 11.55 am to 12.05 pm
- Pupils will take the break inside the classroom
- Prepare some simple dry snacks like biscuits, buns, fruit, small packet of milo



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## Co-curricular Activities (CCA)

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### Co-Curricular Activities (CCA)

- CCA is **NOT** compulsory
- WVPS offers the following CCAs
  - ✓ **Modular:** Information Communication Technology, Performing Arts, Visual Arts, Life Skills and Sports
  - ✓ **Performance Groups:** Brass Band and Modern Dance Club
  - ✓ **Sports and Games:** Football (Boys only), Basketball (Boys only) and Floorball (Girls only)
  - ✓ **Uniform Group:** Scouts
  - ✓ **Clubs:** Art & Craft Club and Environmental Science Club
- Pupils in Primary 1 will be invited to join CCAs in Primary 3



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## Dismissal

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### Pupils with Older Siblings

- P1 teachers will lead the pupils to the foyer
- Pupils with older siblings will wait at the foyer



### Bus Commuters

- Make sure the tag issued by the transport company is fastened securely to your child's school bag
- Write down the details of the bus company on your child's temporary name tag
- Get your child to remember the bus number if possible
- Pupils will assemble in the hall



### Pupils Going to Student Care

- Ensure that your child knows the name of the student care he/she is attending
- Pupils will assemble in the hall

### Private Vehicles

- Private vehicles will be allowed to enter school premises around 1.45 pm when the school buses have left to ensure the safety of all





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## Home-School Partnership

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### Home-School Partnership

- Look out for the notifications and letters sent via Parents Gateway about school events and calendar
- Visit the school website for all important dates and information for the term at <http://westviewpri.moe.edu.sg/>
- Follow us on Facebook at <https://www.facebook.com/westviewpri> and Instagram at <https://www.instagram.com/westviewps/?hl=en>



- Many teachers are also using Classdojo for ease of communication and updates with parents. More details will be shared with you.



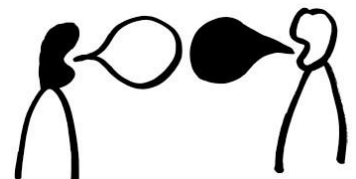
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## Parent-Teacher Conferencing

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### Parent-Teacher Conferencing

- If you need to speak to your child's/ward's teacher, an appointment should be arranged prior to the date through:
  - ✓ a note in your child/ward's Student Handbook
  - ✓ an email to the teacher or the school
  - ✓ a message left with the General Office



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## Parents Gateway

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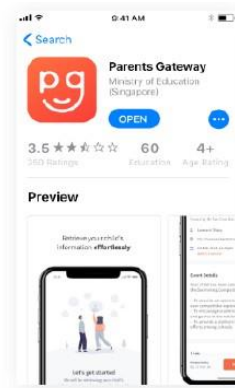
### Parents Gateway

#### SingPass Registration and 2FA Setup

- SingPass 2-Step Verification (2FA) is required for on-boarding. If you have not registered for a SingPass or have not set up the 2FA, please visit the SingPass website. (<https://www.singpass.gov.sg>)
- Should you require further assistance, please contact SingPass Helpdesk at 6643 0555.

#### Download Parents Gateway Mobile App

- Open the Apple App Store or Google Play Store app on your mobile phone.
- Search for the 'Parents Gateway' mobile app, or scan the QR code below.
- Download and install the app onto your phone.
- Enable '**Allow Notifications**' to receive push notifications.



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## Absence from School

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### Absence from School

- Please call 6760 0178 to inform the school or email [wvps@moe.edu.sg](mailto:wvps@moe.edu.sg) or the form teachers if your child/ward is going to be absent
- Absence should be covered by medical certificates from doctors or letters from parents
- School will only accept up to **five letters** from parents as valid reasons per semester
- Students are strongly discouraged from taking leave before the school vacation period or during term time



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## Early Dismissal

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### Early Dismissal

- If your child is unwell/needs to be released early, a parent/guardian is required to accompany him/her home from school
- Report at the security counter to get a visitor's pass
- Proceed to the General Office to sign and record your particulars in the Early Dismissal Logbook.
- Collect the Pupil's Early Departure Permit Pass from the office staff and present it to the security officers before leaving the school premises



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## Partners-in-Action (PiA)

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### Partners-in-Action (PiA)

- Dedicated parents who partner the school to support fellow parents in nurturing their children
- Provide a platform for parents to network, share, learn, and support each other in their parenting journey
- You are invited to contribute and be one of our partners in PiA
- To find out more, visit us at <https://westview.pri.moe.edu.sg>



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## Financial Assistance Scheme

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### Financial Assistance Scheme

- Applicable to Singapore Citizens only
- Obtain the forms from the General Office or speak to our clerical staff to make further enquiries



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## School Health Services

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### School Health Services

- To support your child's well-being, the Health Promotion Board provides free health services, such as screening, immunisation and dental checks in schools
- Parents must give their consent before their children receive the services
- Log on to <http://childconsent.hpb.gov.sg> using your Singpass to submit your consent online once it is available



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## Useful Contacts

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BIG HEART  
STUDENT CARE

### Big Heart Student Care

**Contact:** 9855 2910

**Email :** [westview@shgstudentcare.com.sg](mailto:westview@shgstudentcare.com.sg)

#### **Operating Hours :**

*School Days* 1.30 pm to 7.00 pm (Monday to Friday)

*School holidays* 7.30 am to 7.00 pm (Monday to Friday)

Closed on Saturdays, Sundays and public holidays



### School Bus

JK59 Pte Ltd

**Contact :** 6465 5959





### **Book Shop & School Uniform**

Pacific Bookstores

**Phone :** 6929 8012

**Website :** <http://www.pacificbookstores.com>

**Email :** [sales@pacificbookstores.com](mailto:sales@pacificbookstores.com)

**Operating Hours :** 8.00 am to 3.00 pm (Monday to Friday)

**Lunch Break :** 12.30 pm to 1.30 pm

(NOTE: You are encouraged to make your purchases online. Submit your pre-orders and have the items delivered to you or self-collect at the school bookshop. Appointments needed.)



### **Dental Clinic**

**Phone:** 87985043

Opening Hours: Please refer to school website

