

Welcome to St Andrew's Junior School

**Parents to take note of these
important information**



Official school hours

| Day | School Hours | Remarks |
|--------------|--------------|--|
| Mon to Thurs | 0730*-1330h | Recess^: 1000 - 1030hr |
| Fri | 0730*-1430h | Programme for Active Learning (PAL): 0740-1000h (inclusive of recess break) Lunch: 1200 – 1230h(Tentative) |

***Students are to be in their classrooms by 0720h for flag raising ceremony.**

We encourage all students to arrive in school latest by 0715h, so they may have time to climb the stairs and walk to their classrooms calmly and ready for the flag raising ceremony.

^there may be changes in recess timings on some days dependent on school programmes

Official school dismissal time

Monday to Thursday: 1330hr^

*Friday: 1430hr^

Any changes will be communicated via PG.

**Exception: Fri without PAL – official dismissal time will be 1330hr*

Dismissal time on the first **Fri, 5 Jan, will be 1330hr.*

*P1 level will be dismissed from 10 minutes before the official school dismissal time at **1320hr.***

Example for Week 1:

| <i>Week 1 Mon 1 Jan</i> | <i>Week 1 Tues 2 Jan</i> | <i>Week 1 Wed 3 Jan</i> | <i>Week 1 Thurs 4 Jan</i> | <i>Week 1 Fri 5 Jan (no PAL)</i> |
|---|-------------------------------|-------------------------------|-------------------------------|--------------------------------------|
| <i>New Year's Day (Off-In-Lieu)</i> | <i>Dismissal at 1200h</i> | <i>Dismissal at 1320h</i> | <i>Dismissal at 1320h</i> | <i>Dismissal at 1320h</i> |

Official School Attire

- **Monday; and first school day of the week.**

Students must be in school uniform regardless of whether they have Physical Education (PE) lessons. They can change into their PE attire before their PE lesson.

- **Tuesday -Thursday**

. If they have PE lessons, they can wear their PE attire to school and remain in it till the end of the day. Otherwise, students are to wear their school uniform.

- **Friday (PAL)**

Students are to wear PE attire throughout the day.

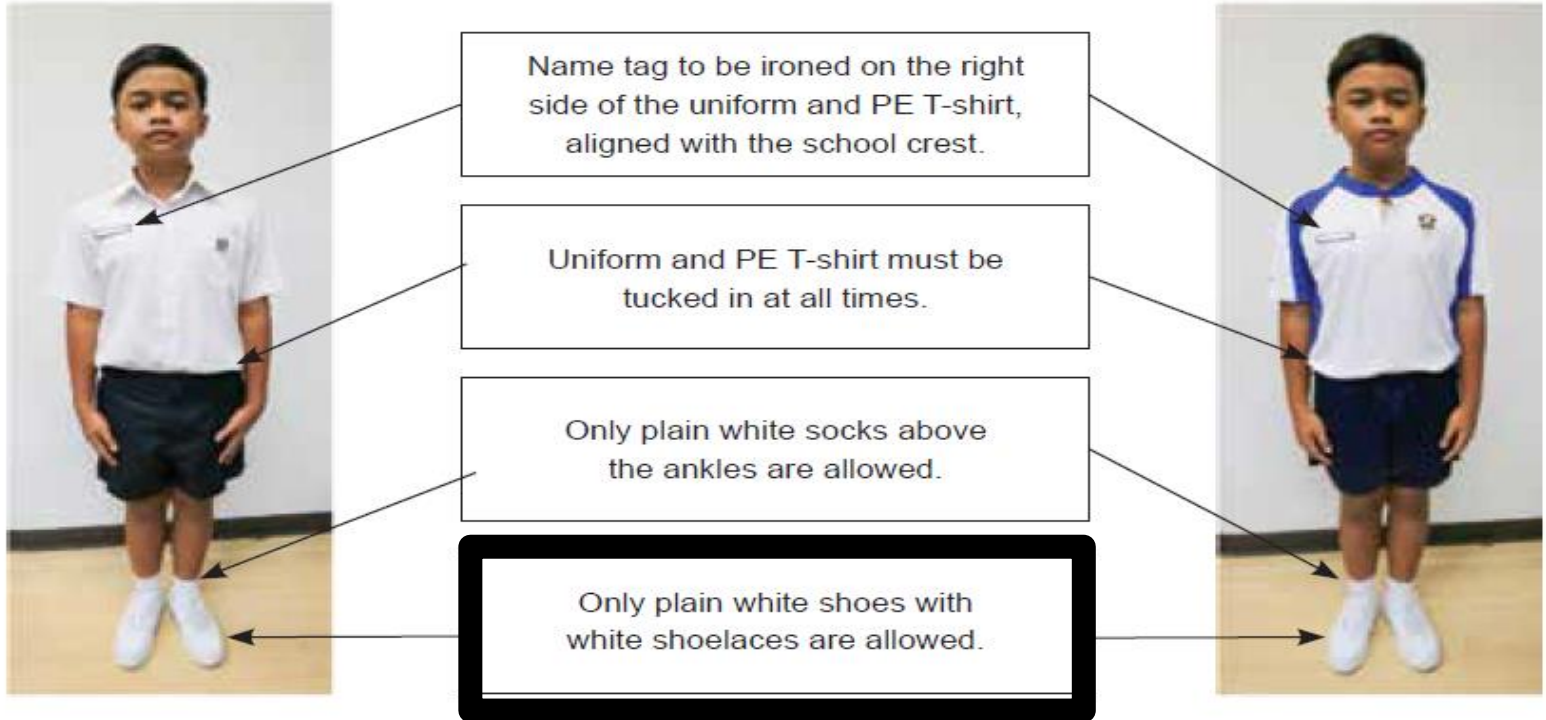
Any changes will be communicated via PG.

School Uniform and Shoes

(Adapted from School Personal Organiser)

11.2.2 School Uniform

- a) wear the prescribed school uniform and modification to the uniform is not allowed.
- b) The school uniform comprises:
 - (i) navy blue shorts;
 - (ii) white shirt with blue school badge embroidered on the left-hand pocket while the nametag must be on the right at the same level as the badge; and
 - (iii) plain white shoes with laces and plain white socks which cover about 4 centimeters above the ankle
- c) wear the uniform on the first day of every school week.
- d) always wear his uniform with pride and keep it clean and tidy at all times.



Example of acceptable hair style

(Adapted from School Personal Organiser)

11.3 LOVE FOR SELF

11.3.1 Personal Grooming

- a) Face is to be clean-shaven at all times.
- b) No facial hair is allowed.
- c) Hair must be short and tidy.
- d) Fringe must NOT touch eyebrows.
- e) Hair must not touch the ear or collar of the shirt.
- f) Hair must not be dyed or highlighted.
- g) Outlandish hairstyles are not allowed, e.g. undercut or Mohawk.
- h) Fingernails must be short and clean.
- i) Ornaments and jewellery are not allowed.
- j) Items such as charms, amulets and other artefacts must not be worn in a way that will compromise the safety of the Saint.



Front View



Side View



Students who are unwell/ injured

- Students who are unwell/injured are to inform their teacher or General Office staff.
- Teacher or General Office staff (not students) will call parents.
- Parents must obtain visitors' pass at the guard post (Main Gate @ Potong Pasir Ave 3).
- Parents then proceed to the office to pick up their child and sign the "Permission to leave School" form. A reply slip will be given and this has to be shown at the guard post for clearance.

Students who are unwell or suffering from infectious illnesses are to stay at home. Please submit the MC to the Form Teachers upon the student's return to school. 7

Items to be brought every day

- Digital thermometer (Will be given by school)
- Tissue paper / a handkerchief / wet wipes
- Water bottle
- Hymn book
- Personal organiser (Will be given by school)
- Storybook (English: Mon, Tue & Wed / Mother Tongue: Thur & Fri)
- A4 Clear folder with button (to be labelled as Homework File)
- Pencil box with stationery (2B pencils, ruler, sharpener and eraser)
- Sharpened colour pencils

*Please label all personal belongings and refrain from buying expensive and branded things for your son to bring to school. For example, write the name inside of the shoes.



Parents' Support

- Change of contact number and/ or e-mail address during the year – please update it via Parents' Gateway (PG)
- Custody of boys – to keep school informed

First Day of School

2 January, Tuesday 2024

7.30 am to 12 pm



We encourage all students to arrive in school latest by **0715h**, so they may have time to walk up to the Hall.

First day of school (2 January, Tuesday 2024)

- Student will report to school based on their orientation group. eg P1 Able
- Students will be notified of their confirmed class within first week of school.
- Confirmed class for students will be disseminated via PG within the first week of school.

First day of school

(2 January, Tuesday 2024)

- P1 students are to report at the School Hall via the blue staircase **before 7.15am.**
- Parents are allowed to drive in to drop off their children at the foyer. Please refer to the traffic advisory.
- For safety and security reasons, parents are to leave the school premises after the morning drop off. All blocks, annexes, canteen, school field and its immediate area are out of bounds to all parents.
- Teachers will be stationed at the blue staircase to bring the P1 students to the Hall.

First day of school (2 January, Tuesday 2024)

- On the first day of school, **2 parents*** are allowed to accompany their child during recess at the canteen.
 - Please note:
 - Refrain from buying food for own consumption.
 - Sit at the tables designated for the child's grouping

* Please keep to the permitted number as we have limited space in the canteen.

- Parents may return to school **5 mins before the** stipulated time for their child's recess.

Please refer to the schedule attached.

Please exit the school premises once the child's recess is over.

- The school bookshop will be closed during all recess on the first day of school.
- In the event that you are unable to come on the first day, there will be teachers in the canteen to provide support to your child.

(2 January, Tuesday 2024) (Recess Timing)

| Time: | Recess Venue: Canteen |
|------------------|---|
| 0830-0900 | P1 Able P1 Bright P1 Creative |
| 0900-0930 | P1 Determine P1 Faith P1 Gallant |
| 0930-1000 | P1 Hope P1 Joyful |

- Tables will be labelled for different classes.

Things to bring on 2 January, Tuesday 2024

A small bag with the following:

- Waterbottle
- Money/Lunch box for recess
- Pencil case
- Colour Pencils



Dismissal

(2 January, Tuesday 2024)

- Parents picking up their children after school at the side gate, please be there latest by **1200h.**
- Teachers will dismiss P1 students only when the parent is at the side gate.
- **No car is allowed** into the school premises.

**Blessed Christmas
& Joyous 2023
See you on 2 January 2024**

