



ORIENTATION DAY

MOE Kindergarten @ Casuarina

Saturday 18 Nov 2023



TODAY'S PROGRAMME

Time	Description
8.30am – 9am	Registration
9am – 9.05am	Welcome Address - Mrs Pek Kwee Lan, Principal, Casuarina Primary School
9.05am – 9.50am	Orientation Briefing - Ms Latifah Abdullah, Centre Head, MK@Casuarina <i>Introducing MK Learning Environment & Facilities</i>
9.50am – 10.15am	KCare briefing by Raffles KCare team
10.20am – 10. 50am	Meet the teacher session - Awesome Ant (Ms Charlene – PAL Room) - Beautiful Butterfly (Ms Jeodi – Library) - Creative Caterpillar (Cikgu Mahirah – Dance room)

WELCOME ADDRESS

MRS PEK KWEE LAN

Principal, Casuarina Primary School



CASUARINA
PRIMARY SCHOOL



WELCOME MESSAGE

MS LATIFAH ABDULLAH

Centre Head, MK@Casuarina



OVERVIEW

- 🚩 Let's meet our MK team
- 🚩 Orientation Package
- 🚩 Arrival and Dismissal
 - Authorization Pass
 - Entry point for Arrival
 - Children Attending KCare
- 🚩 Well-Being of Children
- 🚩 Key Features of MK Curriculum
- 🚩 Fee and Kindergarten Fee Assistance Scheme
- 🚩 Contact details



MK TEAM



MK TEAM



Ms Jeodi
English Language Teacher



Ms Charlene
English Language Teacher



Cikgu Mahirah
Malay Language Teacher



Bian Laoshi
Chinese Language Teacher



Madhu Aasiriyar
Tamil Language Teacher



ADMINISTRATIVE EXECUTIVE

MS MAHFUZAH JUMAAT

Administrative Executive, MK@Casuarina



ORIENTATION PACKAGE

 MK Family Handbook (e-book)

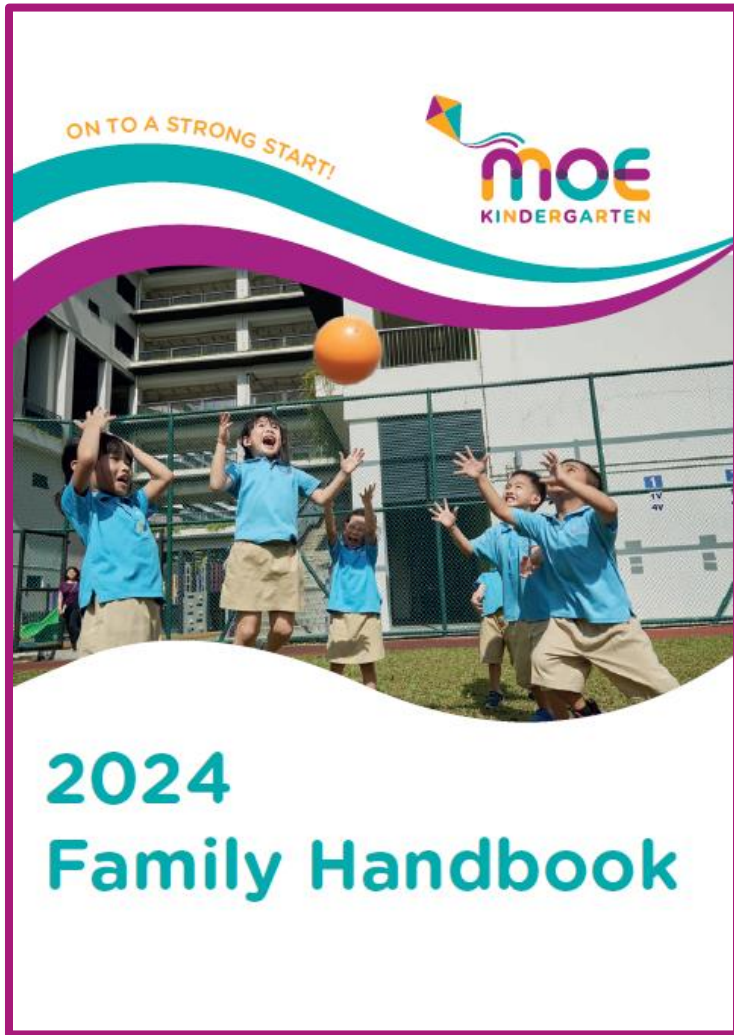
 Forms for Submission (online)




- Infosheet and Acknowledgement Letter for MTL Policy
- Finance Forms (GIRO, KiFAS Application, KCare Additional Subsidy)
- Instructions for MK Child Data Form
- Acknowledgement Form for MK Family Handbook
- KCare introduction letter



ORIENTATION PACKAGE

– MK FAMILY HANDBOOK (e-copy)




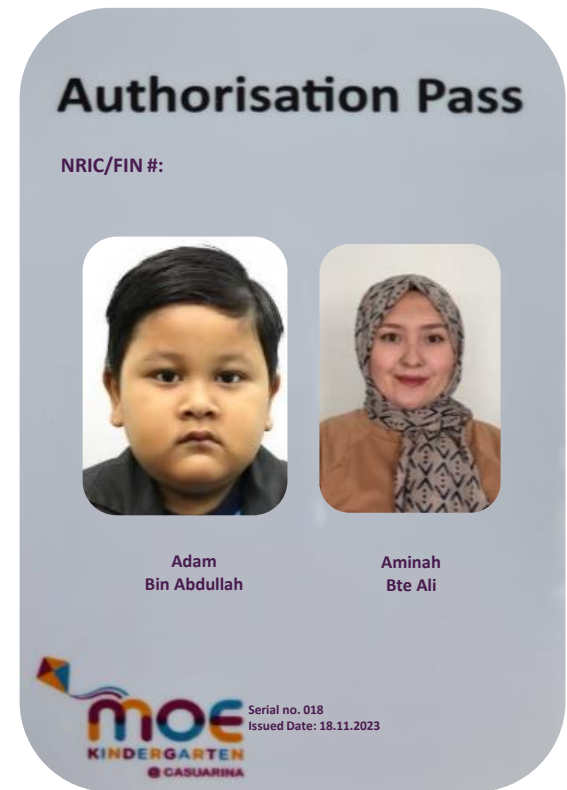
-  Information and practices in MOE Kindergarten
-  Each family will be issued one hard copy and soft copy of the handbook
-  Read and return PDF acknowledgement form via email.



ARRIVAL AND DISMISSAL – AUTHORISATION PASS

 Each family will be issued **two**
Authorisation Passes.

 Authorisation Passes are required
for authorized person(s) (i.e., parents,
caregiver) to have access to the
designated entry point in the school
during drop-off and dismissal times.





This card is the property of
MOE Kindergarten @ Casuarina
Please display this pass prominently
when you are in our premises.

Unauthorised possession, use,
retention, alteration or destruction,
or transfer to another person is
strictly prohibited.

If found, please return to:
MOE Kindergarten @ Casuarina
30 Pasir Ris Street 41
Singapore 518935
Contact No: 6583 7132

ARRIVAL AND DISMISSAL – AUTHORISATION PASS

 Authorisation Passes are to ensure safety of all children and we seek your cooperation to ensure the security of the MK by having your Authorisation Passes with you for entry into the MK.

 Parents are to provide the required information and photos for the Authorisation Passes via the online MK Child Data Form by 19 Nov (Sun).

 **You will receive the Authorisation Passes by:**

18 Nov *(for parents/guardians who have submitted their forms)*

First to second week of term 1 *(for parents/guardians who have yet to submit their forms)*



ARRIVAL AND DISMISSAL – ENTRY POINT FOR ARRIVAL

Gate C



Enter/EXIT using **Gate C** only.

For security purposes, caregivers need to **present their Authorisation Passes to the security guard** on duty when dropping off or picking up their children **at all times**.



Upon entering from Gate C, follow the pedestrian footpath to MK entrance, **Door A**, for health screening.



Door A: Health Screening Area

Health Screening Area:
Bring your child to the
teachers' station at the
MK entrance, Door A.

IMPORTANT TO NOTE:

- There will be **strictly no parking in the school carpark and no waiting** at the driveway.
- For parents / caregivers who drive, you are **strongly encouraged to park at the nearest carpark.**



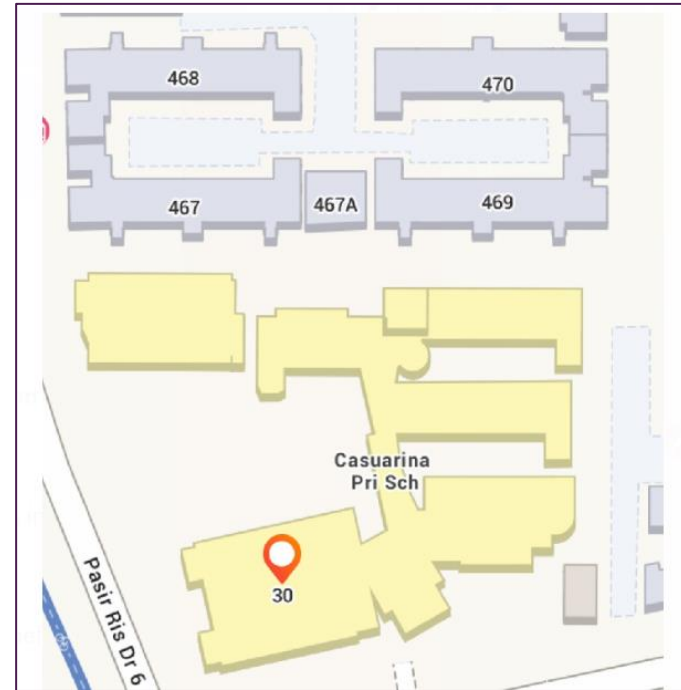
Nearest carparks to Gate C

- Block 469 (open carpark behind the school)
- Block 473A (multi storey carpark beside the school)



BLK 469

This map shows the access from Drive 6 into the service road / carpark and the Multi-Purpose Hall 467A (between 467 and 469)



Blk 467A multi purpose hall (near to Gate C)



BLK 473A

ARRIVAL AND DISMISSAL – CHILDREN ATTENDING KCARE

- Please take your child to the station at MK entrance, Door A, for temperature and visual health checks. You will then exit via Gate C through the turnstile.
- Health check counters for KCare children will start from 7a.m.
- Health check counters for MK children will start from **7.45a.m. to 8a.m.**
- Late comers will need to press the doorbell at Door A for assistance after 8.05am



ARRIVAL AND DISMISSAL – CHILDREN ATTENDING KCARE

- For evening pick-up, parent/ guardian/ caregiver will proceed to **Door A** to sign out your child from KCare (via Little Lives app).
- Parent/guardian/caregiver will need to **present their Authorisation Pass to the security guard** on duty when sending / picking up their children to / from KCare **at all times**.



WELL-BEING OF CHILDREN

Health screening will be conducted daily upon arrival.

Please take your child to see the doctor and keep your child at home if he/she is unwell:

- High fever (above 37.5°C)
- Throat infection
- Diarrhoea
- Vomiting
- Communicable diseases such as influenza, chicken pox, gastric flu, hand-foot-and-mouth disease, measles, mumps, rubella, conjunctivitis (sore eyes), head lice

MK does not administer medication for children.



WELL-BEING OF CHILDREN

Children who return to kindergarten after recovering from an infectious disease but are still showing symptoms of illness (after the expiry of







medical certification), will need to produce a certificate of health from the medical practitioner for the child to return to the kindergarten.

KEY FEATURES OF MK CURRICULUM



MK CURRICULUM

-  Two flagship programmes: **HI-Light Programme** and **Starlight Literacy Programme**
-  Activities organised around **four broad themes** set within the local context
-  Activities with a **distinctive Singapore flavour**
-  **Weeks of Wonder (WoW)** projects which encourage self-motivated learning through exploration and discovery

WELL-BEING OF CHILDREN

Oral Digital Thermometer:

Each child will be given an oral digital thermometer on the first day of school. This is to encourage families to develop the habit of taking your child's temperature before coming to school.

Group Personal Accident Insurance:

Upon registration and starting school, your child will be covered by **Group Personal Accident Insurance**. The insurance is **paid by MOE**. Coverage includes accidents that may occur within the premises of the MOE Kindergarten or during activities organised by the kindergarten (e.g. during field trips).

MOE KINDERGARTEN FEE

The monthly fee for MK in 2024 is:

 **160** for Singapore Citizens (Citizens)

 **\$320** for Singapore Permanent Residents (PRs)

Fees are also payable during the **June and December holidays** as fees are calculated on an annual basis and spread over 12 months, including school holidays.




MOE KINDERGARTEN FEE – WITHDRAWAL POLICY

If parents wish to withdraw before the child starts school, withdrawal notice should be submitted in writing or via e-mail before first calendar day (regardless whether it is a Saturday, Sunday or Public Holiday) of the month of enrolment.




Similarly, if parents wish to withdraw the child at any point in time of the year, **one complete calendar month's advance notice needs to be given**, or else fees will be charged for both the current and following months.

MOE KINDERGARTEN FEE – WITHDRAWAL POLICY

For example:

-  If the child is starting school in January, the withdrawal notice should be submitted before 1 January to avoid incurrence of Kindergarten fees.
-  If the withdrawal notice is served on 1 January, the current month (i.e. January) Kindergarten fee will be charged.
-  If the withdrawal notice is served on/after 2 January, January and February Kindergarten Fees will be charged as we require at least one complete calendar month's advance notice to be given.

KINDERGARTEN FEE ASSISTANCE SCHEME (KIFAS)

-  Eligible families with Singapore Citizen children may apply for KiFAS, which is provided by the Early Childhood Development Agency (ECDA), through MK.
-  The family needs to meet either the Gross Monthly Household Income (HHI) or the Gross Monthly Per Capita Income (PCI) criterion.
-  KiFAS applies only to MK school fees

KINDERGARTEN FEE ASSISTANCE SCHEME (KIFAS)

Gross Monthly Household Income	Gross Per Capita Income	Monthly Kindergarten Fee after Subsidy
\$3,000 and below	\$750 and below	\$1
\$3,001 - \$4,500	\$751 - \$1,125	\$12
\$4,501 - \$6,000	\$1,126 - \$1,500	\$55
\$6,001 - \$7,500	\$1,501 - \$1,875	\$75
\$7,501 - \$9,000	\$1,876 - \$2,250	\$95
\$9,001 - \$10,500	\$2,251 - \$2,625	\$115
\$10,501 - \$12,000	\$2,626 - \$3,000	\$145

TYPICAL DAY

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7.00 a.m.	Arrival and Health Check (KCare children ONLY)				
7.50 – 8.00 a.m.	Arrival and Health Check (MK children)				
8.00 – 8.10 a.m.	Welcome and Circle Time				
8.10 – 9.10 a.m.	Starlight Literacy (Mother Tongue) Programme (60 min)				
9.10 – 9.40 a.m.	Outdoor (Cycling, Water play, Sand play, Gardening)				
9.40 – 10.00 a.m.	Snack				
10.00 – 10.40 a.m.	Starlight Literacy (English) Programme				
10.40 – 11.30 a.m.	HI-Light Programme				
11.30 – 11.50 a.m.	Learning Centre				
11.50 – 12.00 p.m.	Transition & Dismissal				


Note: Sequence of activities may differ from class to class

SNACKS



Eat All Foods In Moderation

 Snacks are served daily at **9.40am**

 A variety of snacks is served, e.g., wholemeal cream buns, cereal with milk, yogurt, fruits

 Menu is available for reference

 Snacks served follow Health Promotion Board guidelines, e.g., “Healthier Choice” symbol

A copy of the menu can be found in your folder.



CALENDAR OF EVENTS (TERM 1)

A copy of the calendar of events (Term 1) can be found in your folder. MK will share school calendar termly.

Term/Week	Date	Event / Description	Remarks
Week 1	Mon 1 Jan	New Year's Day	Public holiday
	First Two Days of School "Getting to Know You" Programme		
	Tue 2 Jan	MK will serve snack at 9am on Day 1	MK : 8am to 10am KCare : 10.30am to 12.30pm
	Wed 3 Jan	KCare will serve lunch at 11.30am on Day 2	
Week 3	Mon 15 Jan	*January Birthday Celebration	In school celebrations
	Wed 17 Jan	Workout Wednesday!	Field/hall/volleyball court
Week 6	Fri 9 Feb	#Chinese New Year Celebration	MK : 8am to 10am KCare : 10am to 1pm
Week 7	Mon 12 Feb	Chinese New Year	Public holiday
	Tue 13 Feb	Chinese New Year (off-in-lieu)	School holiday (MK & KCare closed)
	Thu 15 Feb	Total Defence Day	In school celebrations
	Sat 17 Feb	Open House (K1 2025)	9am to 11am
Week 8	Wed 21 Feb	Workout Wednesday!	Field/hall/volleyball court
Week 10	Fri 8 Mar	LIFE@MK (Parental Engagement)	Details to be advised

COMMUNICATION

We encourage frequent communication between the kindergarten and parents.

We can be reached at

Email: mk_casuarina@moe.edu.sg

Telephone: 6583 7132



PARENTS GATEWAY

Parents Gateway is a mobile app jointly developed by MOE and GovTech to support parents' involvement in their child's educational journey.

You can receive information such as regular child updates from the MK and perform a range of administrative functions such as giving consent for MK programmes and activities. You can **download Parents Gateway on your mobile** smartphone (available on iOS, Android and Huawei platforms) from **16 Dec 2023**.

We will also be communicating with parents/guardians via Class Dojo (class teachers will share more later)



On To A Strong Start!



OVERVIEW IN THE CLASSROOM

 Welcome to your classroom!

 MK Uniform

 Transition into MK

 Typical Day (Class timetable)

 Snacks

 Daily Checklist

 Calendar of Events (Term 1)

 MK-Parent Partnership

(Communication: Parent Gateway & Class Dojo)

