



Dear Parents/Guardians,

10 Jan 2018

School Vision: Learners with Passion, Citizens of Honour

1. Event Calendar (Term 1 Week 2: 10 – 17 Jan 2018)

Dates	Day	Levels	Subject
8, 9, 11 Jan	Mon-Thu	P5	Science Centre Learning Journey on Cells Diversity
10 Jan	Wed	P1 & P6	*Student Photo Taking session for School Smart card (Venue: Teaching Lab) All students involved to be in school uniform
10 & 11 Jan	Wed-Thu	P5	Motivational Programme [Whole day except during MT periods]
16 Jan	Tue	P3 & P4 TL classes	LJ to Little India for Pongal Celebration Students will leave school at 1.30pm. (Lunch: 1pm-1.25pm) Estimate time of return: 5pm

Commencement of Supplementary/Remedial/Enrichment and CCAs from next week (P4-P6)

This is a reminder that the above activities will commence from next week. Consent forms for identified students will be given out on Wednesday 10 Jan 2017.

2. P1 Induction Programme for Parents

We would like to thank all P1 parents who attended the P1 Induction Programme on 2 and 3 Jan 2018. We hope you find the sharing and briefing sessions useful. We look forward to your continued support and we would to hear from you. Please give us your feedback via the attached link: <https://tinyurl.com/P1InductionProgramme> or through the QR code by 17 Jan 2018.

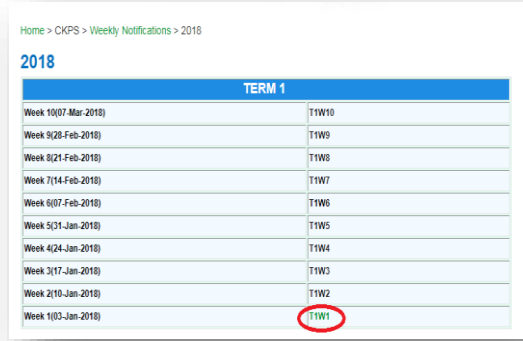


3. Dissemination of Weekly Notifications via MCOConnect

For parents who have not signed up for MCOConnect, please do so by end of January 2018. For parents of P2-P6 pupils who had already signed up for MCOConnect in previous years, there is no need to sign up again. However, if you have changed your smartphone or device, you will need to install it again.

Instructions to do that can be found in the school website under “Weekly Notifications” > “Past Weekly Notification Letters (Archived)” > “Week 1(03-Jan-2018)”.





Please login using your child's Login ID, School ID & Password. Do check with your child the password that was given to them.
We will be setting up a booth during our first Meet-the Parents Session on Friday 19 Jan from 6.30pm to 8.30pm to help parents who have problems installing or logging in.

4. **Bring-Your- Own Device (BYOD) @ Primary 4, 5 and 6**

BYOD is a school initiative which started in 2015 where technology is leveraged to enrich the learning environment and process. We believe that having ongoing access to technology will help our students develop greater independence, increase their engagement level during learning, and develop skills required to thrive in the 21st Century. Parents/Guardians of **Primary 4, 5 and 6 pupils** are requested to refer to the attached letter for more details about the implementation of BYOD. Please complete the Reply Slip and return it to your child's form teacher by Wednesday 17 Jan.

5. **First Meet-the-Parents (MTP) Session on Friday, 19 Jan (6.30-8.30pm)**

The first Meet-the-Parents Session provides the platform for school and parents / guardians to **clarify expectations** so that we are on the same page where supporting our children's learning is concerned. The programme for the evening is as follows:

Level /Time	6.30pm – 7.00pm	7.10pm – 7.40pm	7.50pm – 8.20pm
P3 & P4	Principal's Address & Middle Year Head's Address [School Hall]	Briefing by Form Teacher 1 [Form Class]	Briefing by Mother Tongue (MT) Teacher Chinese: P3 – PAL Room P4 – Music Room 2 Malay: P3 – 3 Empathy P4 – 4 Empathy Tamil: Tamil Rooms Block A Level 3
P1 & P2	Briefing by Mother Tongue (MT) Teacher Chinese: P1 – PAL Room P2 – Music Room 2 Malay: P1 – 1 Discipline P2 – 2 Discipline Tamil: Tamil Rooms Block A Level 3	Principal's Address & Lower Year Head's Address [School Hall]	Briefing by Form Teacher 1 [Form Class]



P5 & P6	Briefing by Form Teacher 1 [Form Class]	Briefing by Mother Tongue (MT) Teacher <u>Chinese:</u> P6 – PAL Room P5 – Music Room 2 <u>Malay:</u> P6 – 6 Empathy P5 – 5 Empathy <u>Tamil:</u> Tamil Rooms Block A Level 3	Principal's Address & Upper Year Head's Address [School Hall]
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- Light refreshments will be provided at 6.30pm at the lobby outside the General Office.
- Signage will be put up to guide Parents/Guardians to the respective rooms for the meeting with the Form and Mother Tongue Teachers. Please be informed that the Non-Tamil Indian Language (NTIL) teachers will not be present at the meeting.
- If you have children across the different levels, you may want to weigh the needs of your children and attend the sessions that would be most helpful in meeting their needs.
- Please note that the following information will be shared:

Curriculum Updates: Syllabus and Assessment		
Subject	Level	Updates
Mother Tongue	P1 & P2	Tamil <ul style="list-style-type: none"> • Formative and Summative Assessment • Parents Role in the use of the Spoken Tamil
	P3	Chinese <ul style="list-style-type: none"> • Writing component: Write a paragraph (with picture stimulus) • Table of Specification: Language Use and Comprehension component content Malay <ul style="list-style-type: none"> • Writing component: 4-picture composition • Table of Specification: Language Use and Comprehension component content Tamil <ul style="list-style-type: none"> • Comprehension and Composition (new component in P3 Tamil) • Table of Specification • Parents Role in the use of the Spoken Tamil
	P4	Chinese <ul style="list-style-type: none"> • Use of Chinese Language “欢乐伙伴” instructional materials • Table of Specification: Language Use and Comprehension component content • Interactive writing Malay <ul style="list-style-type: none"> • Use of Cekap Resources • Change in Peribahasa List • Interactive writing • LC - dialogue rejoinder • Table of Specification Tamil <ul style="list-style-type: none"> • Use of Theen Thamizh Resources • Interactive writing • LC - dialogue rejoinder • Table of Specification
	P5 & P6	<ul style="list-style-type: none"> • Interactive writing • New format question samples • LC - dialogue rejoinder



- E-Oral (Reading Aloud and Video Based Conversation)
- Table of Specification

For planning purposes, please complete the Reply Slip and return it to your child's Form Teacher by **Friday, 12 January 2018**.

Do also be informed that the Child-Parent-Teacher (CPT) Conference will be conducted in May. More details will be given nearer to the date.

6. P3 SwimSafer Programme [12 Jan – 20 Apr 2018]

Our Primary 3 pupils will be embarking on the SwimSafer programme on 12 Jan to 20 April 2018 except for public holidays. We hope that you will continue to encourage and support your child in this programme.

The SwimSafer programme aims to teach swimming proficiency and water survival skills to children to minimize drowning incidences in a fun manner. The programme consists of 6 progressive stages, each consisting of about 12 hours of lessons. Survival and activity skills are taught in each stage of the programme, working progressively towards the next stage.

You may find more information via the attached link: <https://www.swimsafer.com.sg/>

7. Building a Strong Culture of Reading

7.1 Media Resource Library Renovation Works

The school library is currently undergoing major renovation works. As such, library will cease operations in Term 1. In the meantime, students may continue to borrow books from their class' iREAD book collection. More details of a temporary library will be shared in due time.

7.2 NLB Membership Registration for Primary One Pupils

As part of our efforts to promote extensive reading among our pupils, we strongly encourage all parents to register your children for the National Library Board's (NLB) basic membership. Basic membership allows each child to borrow up to eight library items such as books and up to three audio-visual resources from the National Library Board's public libraries for a period of twenty-one days, with a free one-time online renewal of another twenty-one days.

To facilitate NLB membership registration for Primary One pupils, we have distributed the Library Membership Registration Consent Form with this week's notification. Please fill up the form and return it to your child's/ward's form teacher by Wednesday, 17 Jan with the required documents and payment (if applicable). If your child /ward is already a member, he/she does not need to register again.

7.3 Silent Reading during Morning Assembly

To help instil a daily reading habit in our students, students are engaged in silent reading during morning assembly every day. Students are to bring Mother Tongue language books on Tuesdays and English language books on the other days of the week. We seek your strong support in helping our students cultivate a life-long love for reading.

8. CCA Teachers-in-Charge and Timings

P4-P5 students without a CCA and would like to partake in one may approach the following CCA teachers in charge. The table below outlines the CCAs offered to P4 and 5 pupils. The email address of the overall-in-charge (OIC) for each CCA is also as attached.

S	CCA	Teacher-In-Charge	Day/Time
Performing Arts			
1	Choir	Ms Ha Siok Ting OIC ha_siok_ting@moe.edu.sg Mdm Ong Siew Khim Mrs Cassandra Wan	Semester 1 All levels: Monday from 2.30pm to 4.30pm Selected members (SYF): Thursday from 2.30pm to 4.30pm



			<u>Semester 2</u> Monday from 2.30pm to 5.00pm
2	Guitar	Ms Maybelline Chan OIC maybelline_chan@moe.edu.sg Ms Zhan Yinan Mdm Haryati Ariffin	<u>Semester 1</u> Selected members (SYF): Monday from 2.30pm to 4.30pm All levels: Thursday from 2.30pm to 4.30pm <u>Semester 2</u> Seniors: Monday from 2.30pm to 4.30pm Juniors: Thursday from 2.30pm to 4.30pm
3	Dance	Mdm Zafira bte Johari OIC zafira_johari@moe.edu.sg Ms Siti Humaira Mdm Kalai Selvi	<u>Semester 1</u> All levels: Monday from 2.30pm to 4.30pm Selected members (SYF): Friday from 2.30pm to 4.30pm <u>Semester 2</u> Monday from 2.30pm to 4.30pm
Clubs and Societies			
4	Media Studio	Mr Seow Tian Hou OIC seow_tian_hou@moe.edu.sg Miss Nur Shreen	Monday from 2.30pm to 4pm
5	Art Club	Miss Hazel Huang OIC huang_wanyi_hazel@moe.edu.sg Mdm Aznani bte Aladin Mrs Geeta Jayakumar Mdm Candice Goh	Monday from 2.30pm to 4pm
Sports and Games			
6	Football	Mr Mohamed Taufek OIC mohamed_taufek_ramlan@moe.edu.sg Mr Lim Choon Hong Mr Jasri Bin Bahari Ms Nur Arina	Group 1: Monday from 4pm to 5.30pm Group 2: Tuesday from 4pm to 5.30pm
7	Track & Field	Mr David Ng OIC ng_boon_teng_david@moe.edu.sg Miss Jesslyn Ng Miss Farhanah Mdm Siti Aisyah	P4-6: Monday from 2.30pm to 4pm P4-6: Thursday from 2.30pm to 4pm
8	Wushu	Mdm Geraldine Wong OIC geraldine_wong_mei_ee@moe.edu.sg Miss Yan Zhuyun Mdm Koh Geok Hwa Mdm Nooradelin Md Salleh	All levels: Monday from 2.30pm to 5pm Selected members: Tuesday from 2.30pm to 4pm.
9	Basket ball	Mr Li Kun Peng OIC li_kun_peng@moe.edu.sg Miss Koh Wei Ning Mrs Christina Chan Mrs Saraswathy Samuel Mdm Nadjah Omar Alkhatib Ms Sharifah Aminah Mrs Rafie Chua Miss Loy Hin Jong Miss Valerie Koh	P4 & P5 Boys: Monday from 2.30pm to 4pm Tuesday from 2.30pm to 4pm Thursday from 2.30pm to 4pm P6 Boys: Monday from 3.30pm to 5.30pm Tuesday from 3.30pm to 5.30pm Thursday from 3.30pm to 5.30pm P4 & P5 Girls: Monday from 2.30pm to 4pm Wednesday from 2.30pm to 4pm Friday from 2.30pm to 5.30pm P6 Girls: Monday from 3.30pm to 5.30pm Wednesday from 3.30pm to 5.30pm Friday from 2.30pm to 5.30pm



9. School Matters

9.1 School Discipline

School is a safe place for students to learn and grow. As educators, we hope that our students will engage in behaviours that will enable them to learn and develop well. Disruptive behaviours can derail students from learning effectively. As behaviour and learning cannot be separated, it is important for the school to promote positive student behaviours in support of learning and growth, and manage disruptive behaviours. This is the key function of discipline in the school. The long-term, ultimate aim of discipline is to develop our students as self-disciplined individuals, who can take responsibility for their own actions and demonstrate care for others out of their own volition across time, space and situations. When students do so, they become active contributors to the safety and conduciveness of the school learning environment.

Discipline is an educative process and the goal of discipline is self-discipline. Students need to understand that their actions carry consequences and they must learn to take responsibility for their actions. Consequences are designed to educate and not to humiliate students.

Question: What happens when a complaint is lodged with the teacher?

An investigation is carried out. This includes interviewing the alleged aggressor, victim and eye-witness(es). Once a clear picture of what happened has been established, consequences are then meted out. Such consequences relate logically to the behaviour (e.g. pick up litter when caught littering) and may include restitution to the victim(s) e.g. issuance of an apology or replacement of damaged items. Teachers and/or School Counsellor follow(s) up with counselling of the student so that the child learns from his/her mistake.

Question: What should I do if I suspect that my child has been bullied?

Parents/Guardians could encourage your child to report the matter to the Form Teachers. Alternatively, Parents/Guardians could report the matter yourself to the Form Teachers or Year Head. At no time should Parents/Guardians approach the alleged aggressor or the aggressor's Parents. We seek Parents/Guardians' full cooperation on this matter.

9.2 Policy on Visitors and Parents/Guardians taking pictures/videos of Students, Staff and School facilities while at the School Premise

The school hosts visitors and parents during events such as P1 orientation, Kindergarten visits and Teacher-Parent meetings. We have observed visitors and parents/guardians taking pictures/videos while in our school, sometimes with our teachers and students in the photos/videos. To protect our staff and students, please note the following policy:

Visitors are allowed to take pictures within the school provided the

- focus of the picture/video is general i.e. does not zoom in on any particular child or staff
- picture/video is not used for publicity/advertisement

We thank Parents/Guardians for your full cooperation on this matter.

9.3 Guidelines for Birthday Celebrations

Food Allergy affects 1 in 20 children in Singapore. This equates to 2 in every classroom. Allergic reactions can be life-threatening if prompt treatment is not given. In view of increasing allergens, the school does not allow the distribution of food and beverages, cakes included, during birthday celebrations in school. The school also discourages the distribution of goodie bags to reduce excessive spending and comparison amongst students.



9.4 School Policy on Attire & Accessories for Students

Students must wear the prescribed school uniform or PE attire when they are participating in the various school activities such as PE lessons, Learning Journeys, Enrichment Activities or CCAs. Due to safety concerns, Students may be allowed to wear track pants / or bring along a cap for certain activities.

During Physical Education (PE) Lessons	
P1 & P2	Students can be in their PE attire the whole day (.i.e Polo-shirts and shorts)
P3-P6	Students can be in their PE attire the whole day. Girls will need to wear the school skirts over their shorts before and after the PE lessons.
Learning Journeys	
PE Attire	If students are expected to wear their PE attire. Girls must wear a skirt over their shorts (P3 to P6)
Cap / Hat	<ul style="list-style-type: none"> Only if activity requires Students to be out in the sun from 1030 hrs to 1600hrs. Teachers to ensure that Students do not put on their caps in school or while travelling in bus (or when they are indoors)
Track Pants	<ul style="list-style-type: none"> Students are allowed to wear track pants for activities which are conducted in dense forests. (E.g. Sungai Buloh or Bukit Timah Hill). This is to prevent from being bitten by insects. Students will only be allowed to wear full length track pants (in black or navy blue only) Students are not allowed to wear track pants of any other colours or materials (E.g. denim). Students who do not abide by this rule will be barred from participating in the learning journey.
Enrichment Activities (Non-Sports Based MCCA)	
School Uniform	Students are required to be in their school uniform for non-sports based MCCA activities unless they have PE lessons on the day of MCCA.
Enrichment Activities (Sports Based MCCA)	
PE Attire	<ul style="list-style-type: none"> Students are allowed to be in their PE Attire throughout the day when they have a sports based MCCA module on that day. Girls must wear a skirt over their shorts (P3 to P6) during the time when they are not participating in the activity. Students are to be in their track pants only for the duration of the activity for modules where the wearing of track pants is mandatory. An example would be Rock Climbing. Once the activity ends, Students are to change back into their PE shorts with Girls wearing their skirts over their shorts.
Enrichment Activities (P4 Camp & P5 Leadership Camp)	
PE Attire	<ul style="list-style-type: none"> Students are required to be in their PE Attire throughout the camp. Girls need not bring along their skirts for the duration of the camp.
Track Pants	<ul style="list-style-type: none"> Students are allowed to wear track pants only for specific activities that state that the wearing of track pants is mandatory. Examples would be High Element Activities.
CCAs (Non-Sports Based CCAs)	
School Uniform	<ul style="list-style-type: none"> Students are required to be in their school uniform for non-sports based CCAs activities unless they have PE lessons on the day of CCA.
CCAs (Sports Based CCAs)	
PE Attire / CCA Attire	<ul style="list-style-type: none"> Students are required to be in their PE Attire / CCA Attire for their sports based CCA. If Students do not have PE lessons on the day of their CCA, they are to change into their PE Attire / CCA attire only before the start of their CCA session. They are not allowed to change during recess, Snack Time or during lunch before the start of their remedial/enrichment/supplementary lessons. In other words, students involved in afternoon remedial/enrichment/supplementary classes will change into the PE or CCA attire after the classes end.
Wearing of Jewellery/Trinkets/Religious Accessories	
Students are <u>not allowed to wear jewellery or trinkets</u> to school. Students with pierced ears are allowed to wear plain ear-studs. Religious accessories, if worn, <u>should be kept out of sight</u> . For example, necklaces should be sufficiently long to be hidden underneath Students' school shirts and blouses.	



9.5 Lightening of Students' School Bag

We would like to share with Parents and Guardians what the school is doing to help Students manage the weight of their school bags. The following measures are undertaken:

- Form teachers explain the timetable to Students, especially those in the lower primary. For our students in P1 and P2, Teachers also brief them on the books to bring on a daily basis until they are familiar with the timetable.
- Teachers taking multiple subjects have been advised against swapping periods thereby changing the timetable. Students will be informed ahead of time should there be a need by the Teachers to swap periods.
- Heavier materials such as dictionary and workbooks and files may be collected and stored in the classrooms.

What Parents/Guardians can do:

- Select bags of lightweight material with few compartments and straps that are adjustable and cushioned.
- Have your child carry personal items in a separate bag to distribute load
- Advise your child to
 - ✓ pack according to the timetable
 - ✓ pack loose worksheets into a file. It is not necessary for the children to bring the different subject files on a daily basis.
 - ✓ check that only relevant materials are brought (eg Workbook A or B, not both)
 - ✓ avoid bringing unnecessary items to school eg 1 storybook, not several
 - ✓ bring a small water bottle and fill it up in school

Trolley Bags

Trolley bags are comparatively heavier than normal haversacks. Students using trolley bags are required to carry the bags when they go up and down the staircase. There have been several instances in the past where students have tripped over the trolley bags dragged by their peers. In view of these observations, the use of trolley bags have been discouraged. With effect from 2019, trolley bags will be disallowed, except for those with medical conditions who are given permission to use the lifts.

9.6 School's Homework Policy

There are 3 broad **Categories of Homework** that Teachers may assign to students. These are:

- **Practice Exercises** which aim to help students to reinforce, recall and practise newly acquired skills or concepts
- **Preparatory Homework** which requires students to source for and read background information to prepare them for future lessons on a specific topic or subject.
- **Extension Homework** which encourages students to pursue knowledge individually and imaginatively. It may include writing a book review, painting a picture, doing a research, or retrieving information from the internet

When assigning homework, Teachers in Changkat adhere to the following basic principles:

- Homework that is assigned must be regular (not necessarily daily)
- Homework that is set should be appropriate for the students' age and ability
- Homework set should be challenging and purposeful, but not so demanding that it has adverse effects on the students' motivation
- Homework assignment needs to take into account students' other commitments such as CCA involvement, supplementary / remedial classes

Communication with Parents/Guardians

Teachers will be making use of any of the following modes to communicate homework assignments with Parents/Guardians.



- Child's Pupils' Handbook
- Online platform such as MC Online, Edmodo or ClassDojo

Homework Load

(Note: the indicated time for homework completion is with reference to an average worker)

Level	Mondays to Fridays	Saturdays and Sundays
Primary 1 and P2 Students	No longer than 1h per day	No longer than 1h
Primary 3 and P4 Students	No longer than 1h 20 min per day	No longer than 1h 20 min
Primary 5 and P6 Students	No longer than 2h per day	No longer than 2h

- Please note that time for learning of Spelling and Dictation has not been factored into the timing as students are provided with spelling lists for early preparation.
- To protect family time, minimal homework will be set for completion during School and Public Holidays during term time.

Helping Your Child Manage Homework Load

Parents / Caregivers can help by taking an active interest in the work given to your child, and encourage and support your child with praises when he/she completes his /her work. A conducive place which is quiet and well lit should be provided for your child to study and do his /her homework. It is important to set aside time for your child to complete his / her homework.

Finally, we would like to urge parents to give priority to your child's completion of school-assigned work and refrain from assigning additional work should the load on any particular day be heavy. Teachers on their part will exercise flexibility in terms of deadlines for submission of homework assigned to students on long school days (such as on days when CCA is conducted) as well as when students return from medical leave.

10. Canteen Vegetarian Food Stall No. 5

Our canteen Vegetarian Food Stall is closed this week as the stall owner is away for an urgent personal matter. The stall will re-open next Monday, 15 Jan. If your child/ward is affected by this temporary stall closure, we would like to urge you to prepare food for him/her during this period. You may also wish to know that our Snack Food Stall sells these items which are consumable by vegetarians i.e. Vegetarian Pau, Vegetarian Fan Choy (rice), Vegetarian Red Bean Pau and Cereal with Milk.

Thank you for your support.

With warm regards,

Cheng Huey Teng (Mrs)
Principal





CHANGKAT PRIMARY SCHOOL
11 SIMEI ST 3
SINGAPORE 529896
TEL: 67830923 FAX: 67844740

Dear Parents/Guardians,

10 Jan 2018

Re: Bring-Your-Own Device (BYOD) for P4, P5 & P6

BYOD is an initiative targeting students at P4 to P6. Under the initiative, students will be allowed to bring their smartphones and use them in class during lessons. The initiative is based on the belief that having on-going access to technology will help our students develop greater independence, increase their engagement level during learning, and help them develop skills to thrive in the 21st Century.

Educational Activities

Students will use their smartphones and tap on to the school's wireless network to access resources, complete assignments, and for personal organization. Educational activities may include information researching, participation in quizzes or class surveys, video production, reading of e-articles or note-taking. The use of the device is allowable only with the teacher's permission and in the teacher's presence.

Digital Citizenship

Another focus of this initiative is in cultivating digital citizenship, which is the responsible use of technology. Your child will learn digital skills, ethics, etiquette, and online safety.

Safety and Security

To enable a safe and secured learning environment, a filtered Internet connection will be provided for students' usage. Students will not be permitted to use their personal broadband connection such as a 3G/4G phone network. Students will only be able to use their device under the direct supervision of their teacher. Any unauthorized use can result in the device being confiscated, searched, and privileges pertaining to handphone use during lessons being revoked.

Responsibility

Students are solely responsible for the safekeeping of their device. They must ensure that their smartphones are fully charged before coming to school. There will not be provisions for the charging of smartphones in school. Similar to other personally owned items, the school shall not be held responsible for loss, damage or theft of students' smartphones.

Technical Support

Students will be guided to connect their device to the school network. Your child must be familiar with the use of their smartphones. While Teachers will incorporate the use of your child's device into learning, they will not be providing technical support.

We are excited about the educational opportunities that BYOD will bring. Participation in this initiative is voluntary. **Your child/ward will not be disadvantaged if he/she does not have a smartphone** as the school will continue to provide access to school-owned devices.

If you would like your child/ward to participate in BYOD, please complete the Consent Form attached and return it to your child/ward's form Teacher by Wednesday 17 Jan 2018. Thank you.

Mrs Peh Jing Er
SH ICT (covering)

Noted by Cheng Huey Teng (Mrs)
Principal



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Reply Slip: Bring-Your-Own Device (BYOD) Initiative targeting students in P4, P5 & P6
(To be returned to the Form Teachers by **Wed, 17 Jan 2018**)

To the Form Teacher of Primary *4 / 5 / 6 _____

I _____, parent/ guardian of _____ (name of child)

of Primary *4 / 5 / 6 _____ have noted the content of the letter dated 10 Jan 2018.

I *agree / do not agree to my child/ward's participation in the BYOD Initiative.

Signature of Parent: _____

Date: _____

***Delete as appropriate**

-----✂ cut along this dotted line ✂-----

Reply Slip: First Meet-the-Parents (MTP) Session
(To be returned to the Form Teachers by **Fri, 12 Jan 2018**)

I *will / will not be attending the meeting on Friday 19 Jan 2018 (6.30pm – 8.30pm).

Name of Child: _____

Class: P _____

Child's MT: *Chinese / Malay / Tamil

Name and Signature of Parent: _____

Date: _____

Contact Number of Parent: _____

Parents who will be attending the meeting, please complete the section below:

Number of attending adults: _____

Note: Pupils are not required to attend.

***Delete as appropriate**



Library Membership Registration Consent Form

I, _____ (Parent's name) _____ (NRIC) hereby authorise National Library Board to register my child from _____ (Name of School/Class) to be a library member.

Please provide details of your child below:

Name of Child:			
Birth Certificate No.:			
Gender:	Male/Female *	Date of Birth (DD/MM/YY):	
Nationality:	Singaporean/Permanent Resident/Foreigner *		
Race:	Chinese/Malay/Indian/Others *		
Residential Address:			
Contact No.:			
Email:			

* Please delete/circle accordingly

Signature of Parent

Date

For Official Use:

Membership No.: **M** _____
(If any)

Registered by: _____ Date: _____

Notes for teachers and parents:

Please attach a copy of the necessary document(s) and cheque (if required) to this form.

	Singaporeans Ages 0-14	Permanent Residents Ages 0-14	Foreign Students in MOE Schools	Foreigners Ages 0-14
A copy of the document(s) is required	1) MOE School Smartcard <u>OR</u> Child's Birth Certificate 2) One parent's NRIC	1) Re-entry Permit 2) MOE School Smartcard <u>OR</u> Child's Birth Certificate 3) One parent's NRIC	1) Student Pass <u>OR</u> Dependant's Pass 2) MOE School Smartcard	1) Student Pass <u>OR</u> Dependant's Pass

Singaporeans: Free basic membership.

Permanent Residents: A one-time non-refundable registration fee of \$10.50 is charged.

Foreigners: Foreign member has to pay an annual subscription fee of \$42.80, in addition to the one-time registration fee of \$10.50. If you are studying in MOE schools, the annual subscription fee of \$42.80 will be waived*.

*Foreign students from MOE schools will need to attach a copy of MOE School Smartcard. This includes MOE Kindergartens, Primary and Secondary schools, ITE, Junior Colleges and Polytechnics and is for students up to the age of 21 years.

For details on Library Membership, please visit our website: www.nlb.gov.sg

Please note that only cheque payment will be accepted. The cheque should be crossed and **made payable to: NATIONAL LIBRARY BOARD** with the correct amount.

All NLB members must use their *myLibrary* ID to access electronic resources, check library accounts or place reservations. Register for *myLibrary* ID at <https://account.nlb.gov.sg>.