



LAKESIDE PRIMARY SCHOOL

161 Corporation Walk, Singapore 618310. Tel: 62620918 Fax: 62621021

Email: lakeside_ps@moe.edu.sg

Vision: Creative Thinkers. Empathetic Leaders. Lifelong Learners.

Mission: Empower every student to make a positive impact on the community.

Values: Love, Perseverance, Respect, Integrity, Diligence, Excellence

Motto: Be Our Best

REF: LSPS/PL/2025/01

2 January 2025

Dear Parents and Guardians,

Welcome to a vibrant and exciting new school year at Lakeside Primary School! As a nation and school community, we look forward to celebrating SG60 in 2025 and endeavouring to make a positive impact on our community.

Theme of the Year: "Lead with LPRIDE"

This year's theme, "*Lead with LPRIDE*," reflects our steadfast commitment to instilling and upholding our core values of Love, Perseverance, **Respect**, Integrity, Diligence, and **Excellence**. As part of our re-envisioning journey in 2024, we have renewed our LPRIDE values. *Respect* and *Excellence* will be the renewed focus for our school in 2025.

For the school's vision, we aim to nurture our students to become Creative Thinkers, Empathetic Leaders, and Lifelong Learners. Through their actions and words, we encourage all students to *Take Charge and Make a Positive Difference* – in school, at home, and within the wider community.

Building Family-School-Community Partnerships

Through the year, we will be looking to strengthen our collaboration with you and our community stakeholders to provide our students with meaningful experiences to demonstrate the spirit of LPRIDE. We warmly invite you to join us in supporting these initiatives and thank you in advance for your active involvement in your child's holistic education.

Important Information for the New School Year

As we begin the school year, we would like to draw your attention to the following important information:

1. Use of Parents Gateway (PG) for School Communications
2. Calendar of Events available on PG
3. Maintaining Regular School Attendance
4. Updated School Attire Policy
5. Temperature-Taking Exercise & Health and Well-Being of Students
6. e-Learning Day
7. Updating of Students' Information 2025
8. Students' Accident Protection Insurance
9. Use of Photographs, Videos & Publication of Students' Works

10. Personal Data Protection Act (PDPA)
11. Canteen Prices (Annex A)
12. Road Safety and Security Measures (Annex B)

Thank you for partnering us in 2025. Together, we *CAN – Contribute, Achieve and be Nurtured*.

Lead with LPRIDE, Take Charge and Make a Positive Difference!

Wishing you and your family a Blessed 2025!

Warm regards,

Mrs Rina Liang

Principal, Lakeside Primary School

1. Use of Parents Gateway (PG) for School Communications

Parents Gateway (PG) is a one-stop portal that strengthens school-home partnership to support our children in their education journey.

Our school will be using PG to keep you informed of important matters through letters sent via PG to the stated guardian (as indicated in the Student Details Report). With the PG app, you will be able to access all school announcements and give consent for your child/ward's activities anytime, anywhere.

Please be reminded to turn on the PG notification in your phone setting in order to receive updates from the school and MOE in a timely manner.

2. Calendar of Events on PG

We will use the calendar feature on the PG app to keep parents/guardians informed on school events and happenings. Detailed information on programmes and activities pertaining to individual or specific classes/ levels will be communicated via PG as well.

To access the calendar via the PG app, please follow these steps:

- Click on the "Services" tab.
- Under the "Services" tab, select "School Calendar."

Alternative, the same calendar can be accessed through our school website at: <https://www.lakesidepri.moe.edu.sg/for-parents/calendar-of-events/>

The calendar will be updated on a termly basis and we would like to encourage all parents/guardians to check the calendar regularly.

3. Maintaining Regular School Attendance

As outlined in the Compulsory Education Act, regular attendance is mandatory for all students. In the event of an absence, students are required to submit a Medical Certificate or a letter of explanation from parents upon their return to school. Please note that a maximum of 6 parental explanation letters will be accepted per semester only.

Should a student not arrive at school by 8.30 am, an SMS notification will be sent to parents/guardians to inform them of the absence. We kindly request parents/guardians to contact the school General Office at Tel: 6262 0918 to provide details regarding the absence.

In addition, please take note that we do not encourage parents/guardians to take their child/ward away from school during school terms. Should the need arise, permission must be sought from the Principal via a letter or an email through their child/ward's Form Teachers.

4. Updated School Attire Policy

a. Days Without Sporting Activities

- On days **without** PE and/or sporting activities (e.g., PAL, CCA), students are required to report to school in their **full** school uniform.
- Please note that modifications to the uniform are not allowed.

b. Days with PE and/or Sporting Activities (e.g., PAL, CCA)

- On days with PE lessons or sports activities, P4 to P6 students should report to school in their **half** uniform (PE top with skirt/shorts).
- They must change into their PE attire before the lesson and back into their half uniform before they leave school for the day.
- Only P1 to P3 students are allowed to be in their PE attire throughout the day.

c. Wearing of the red “Lead with LPRIDE” School T-Shirt

- Students will receive a red school t-shirt featuring this year’s theme, “*Lead with LPRIDE*”. This t-shirt is to be worn for specific school events, such as the National Day Commemoration, cohort learning journeys, and level camps.
- Parents will be informed via Parents Gateway (PG) whenever students are required to wear the red school t-shirt for an occasion.

5. Temperature-Taking Exercise & Health and Well-Being of Students

In line with the guidelines from MOE, temperature-taking will be conducted at the start of each semester. The temperature-taking exercise for Term 1, 2025 will take place on Wed, 15 Jan. We seek your assistance in ensuring that your child brings a working Oral Digital Thermometer to school every day.

Safeguarding the health & well-being of all our students is our collective responsibility. At the school level, we will continue to ensure a high level of hygiene to prevent the spread of any viruses.

We kindly urge parents to seek prompt medical attention if your child exhibits flu-like symptoms, HFMD, or any other contagious illness. Please ensure your child stays home until they have fully recovered to protect the well-being of the entire school community.

6. e-Learning Day

To encourage our students to take charge of their learning and give them opportunities to engage in self-directed learning activities, we have designated the last day of Term 1, Fri, 14 Mar, as an e-learning day.

Students are not required to physically report to school on this day. Instead, they will be engaging in online and/or offline work set by their respective subject teachers.

Further details such as the specific e-learning assignments and instructions will be communicated by your child/ward's subject teachers through PG closer to the date.

7. Updating of Students' Information 2025

We refer to the PG notification titled: "[For action by 31 Jan] Update your information and your child's/ward's information via the Student Details Form (SDF)" that was sent out on 2 Jan 2025. Please submit the information promptly and update the school should there be any changes subsequently.

8. Students' Accident Protection Insurance

Our school has purchased a basic insurance policy for all students, providing coverage for accidents that may occur during school and co-curricular activities.

For details about the coverage, including claims procedures, please visit our school website or access the information directly at <https://www.income.com.sg/studentgpa>. You can also use this link to submit claims online and check the status of existing claims.

If you wish to enhance the coverage to better meet your child's needs, you may opt to purchase additional insurance at your own expense.

9. Use of Photographs, Videos & Publication of Students' Works

We would like to inform you that photographs/videos of students/ parents taken at all school activities/events and students' works may be featured/published on official media platforms of MOE and our school, such as the school website, newsletters, slides for presentations/ briefings/ workshops and/or other forms of publicity materials. If you have concerns about the use of such images, please notify the school in writing or email us at lakeside_ps@moe.edu.sg.

10. Personal Data Protection Act (PDPA)

In line with the Personal Data Protection Act (PDPA), we kindly ask that you refrain from uploading photographs or videos of our students or staff onto social media platforms without their consent.

Thank you for your understanding and cooperation in maintaining a safe and respectful environment for everyone in our school community.

Canteen Prices for 2025

Annex A

Stall	Menu	Price
1	<u>Hot Drinks & Snacks Stall</u> Sandwiches – Ham / Cheese Hot drinks Fan Choy Sunshine Cream Bun Pau (Halal) Chicken Burger Potato Salad Toast Pizza	\$0.60 - \$1.80
4	<u>Chinese Rice & Vegetarian Set Meal Stall</u> Rice set with meat/fish/omelette, vegetables & fruit Fried rice with chicken & vegetables with fruit Vegetarian set-meal with fruit	Medium - S2.10 Large - \$2.40 (Only 2 Sizes)
5	<u>Malay Rice & Noodles Stall</u> Chicken rice set with vegetables, meat and fruit Spaghetti set with minced chicken sauce, cheese topping, vegetables and fruit Mee soto with vegetables, meat and fruit	
6	<u>Malay Noodles & Porridge Stall</u> Rice set with meat, vegetables and fruit Fried rice set with meat/fish ball, vegetables and fruit Chicken porridge with meat/fish ball and fruit Mee rebus set with meat/fish ball and fruit	
7	<u>Indian Food Stall</u> Rice/Fried rice set with meat/fish, vegetables and fruit Roti prata set with chicken drumlet, vegetables and fruit Mee goreng with fish ball, vegetables and fruit	
8	Cold Drinks & Fruits	\$0.50 to \$1.50

For students who are walking to school**DOs:**

- Use designated pedestrian crossings, such as zebra crossings, pedestrian bridges, and tunnels, to cross the road.
- Be aware of your surroundings, and avoid using electronic devices, such as phones and headphones, while crossing the road.
- Walk on the pavement or footpath whenever possible.
- Apply the kerb drill (STOP, look right, look left and look right again).

When crossing the road,

- Be considerate and cross as soon as you can safely.
- Raise your hand so that you are visible to oncoming vehicles.
- Make eye contact with drivers before crossing the road to ensure they see you.
- Be attentive and always look out for vehicles.

DON'Ts:

- Don't jaywalk or cross the road in a place where there are no designated pedestrian crossings.
- Don't assume that drivers will see you, even if you have the right of way.
- Don't walk while being distracted (e.g. using devices) as it can divert your attention away from your surroundings and traffic.
- Don't assume that all drivers will follow traffic rules, such as stopping at red lights or pedestrian crossings. Always check that they have come to a complete stop before crossing the road.
- Don't run across the road or start crossing the road when the "green man" signal is flashing as the traffic lights will change any moment.
- Don't stand in between parked vehicles or in front of stationary buses/big vehicles as the drivers may not see you.

For parents who are driving and riding to school

We would like to extend our appreciation to all the parents who are driving in for cooperating with us in our effort to ease the morning traffic flow at the main gate, especially in abiding by the LTA's 'No Right Turn' regulation from 7am to 7.30am.

We would like to appeal to you to avoid stopping near the Zebra Crossing to drop off your children as it poses a threat to the safety of the pedestrians and causes a traffic jam along that road. You can drop your children at the area flanked by Block 350 of Kang Ching Road or park at the nearest multi-storey carpark at Block 346A Kang Ching Road if you wish to walk your child to the school. We seek your understanding and cooperation to make it safer for everyone.

If you have to drive into the school, please move your car forward to the Alighting Point after the foyer sheltered area if there is no rain. The Alighting Point is marked clearly with a standee. At all times, please prepare your child with the necessary belongings before the start of the journey and facilitate his/her drop-off within the shortest possible time without you getting out of the car. Should you need to get out of the car for some reason, please move to the Alighting Point and do not stop/wait at the foyer sheltered area if there is no rain. This will help everyone in the morning rush-hour.

We would appreciate your cooperation on the following:

- Always keep a good lookout for pupils when driving into 'School Zone Area'.
- Keep to speed limit in the school compound which is 15 km/h.
- Do not use your mobile phone while driving.
- Obey directional signs and follow lane markings that have been set up with pylons.
- Cooperate with traffic marshals to ensure overall safety and smooth traffic flow

SECURITY MEASURES IN SCHOOL

The school places high importance on its security and improvements have been made over the years. While the school is always vigilant to ensure that our pupils and their personal things are kept safe, we ask for your cooperation to remind your children/wards in the following areas:

- Always keep their personal belongings with them. Do not leave their personal belongings or books unattended.
- Do not borrow or lend any money to any classmate.
- Do not bring valuables or excessive cash to the school.
- Do not leave the school without permission during their curriculum time or break time. Any pupil leaving the school during school hours must be accompanied by his/her parent/guardian. The form to seek permission for early departure which is obtainable from the General Office

must be signed by Form Teachers. The parent/guardian has to submit the form to the Security Guard before leaving the school with his/her child/ward.

For visitors (including parents) who are coming into the school

- Always register with the security guard at the gate and report to the General Office thereafter.
- Please wear the issued security pass at all times if you are allowed into the school.
- Please approach the General Office should you need any assistance pertaining to your child/ward.
- Only Parents of P1 and P2 pupils are allowed to wait at the foyer sheltered area for their children during dismissal time.
- Parents of P3 to P6 pupils should decide with their children on a meeting point outside the school, particularly on rainy days.
- If you are driving, please park at the HDB car park nearby as the school has limited parking space. The season parking lots are marked red, while visitor lots are marked white. You should not park at the red season parking lots and should follow the instructions of our school security guards. Visitors' parking shall be subject to the availability of visitors' lots.
- Do not park illegally along the road while waiting for your child/ward. Switch off the car engine while awaiting your child so as to achieve better air quality and safeguard public health.