

Sent via Email (fhps@moe.edu.sg)

Mon 10/10/2022 04:20 PM

2023 P1 ADMINISTRATION

Dear Parents/Guardians,

Greetings from Fuhua Primary School! We warmly welcome you and your child/ward into our Fuhua family.

2. Parents Gateway (PG) will be the main platform for communication between parents/guardians and the school. Please download the free Parents Gateway mobile app on your mobile phone (available on iOS and Android platforms only) and perform a simple one-time onboarding process. Refer to Annex A for the step-by-step guide. PG should be ready by mid-October for the school to communicate with you. We would appreciate if you could **download the Parents Gateway app by Tuesday, 18 Oct 2022**.

3. For parents/ guardians who would like to find out more about our **school's student care centre** (operated by NASCANS Pte Ltd) and **school bus service** (operated by REVOLVING TRANSPORT PTE LTD), please refer to the attachments. You may scan & indicate your interest by the timelines stated in the attachments. Do give the vendors some time to respond upon your submission.

4. For P1 Administration matters, we will provide you more details on the following via PG by end October.

a) MOE's Collection of Pupil Data

b) GIRO and Edusave sign-up

c) Purchase of Uniforms & Textbooks in school (Dates: 28/11, 29/11, 30/11, 08/12)

d) Application of Financial Assistance Scheme (for eligible students)

5. **P1 Orientation will be held on Friday 04 Nov 2022, 5 – 6.30pm**. We will provide you with more details closer to the date.

6. If there are important information about your child such as medical conditions, learning needs or custodial matters, do let us know via fhps@moe.edu.sg so that we can provide timely support and guidance.

7. Meanwhile, we would like to invite you to visit our school website, school Facebook and school Instagram to know more about the school and the learning experiences your child/ward will go through with us.

8. We are looking forward to partnering you in the holistic development of your child/ward.

9. Please feel free to get in touch with our Corporate Support Officer, Mdm Patricia at 65624370, if you have any queries.

Thank you.

Yours sincerely,

Mdm Wu Heow Meng

Admin Manager



Fuhua Primary School Student Care Centre

7 October 2022

For 2023 P1 Students

Dear Parents / Guardian,

Interest to Enrol in NASCANS Student Care Centre @ Fuhua Primary School

Our heartfelt congratulations on the successful enrolment of your child/children into Fuhua Primary School. If you are looking for after-school student care options for them, do read on for more information.

Established in 2006, NASCANS is currently one of the largest student care operators in Singapore with over 27 centres island wide. Our mission is to help children develop positive, healthy thinking habits and leadership skills, and to build strength of character through fun learning activities. We work in close partnership with the school and parents to provide homework supervision, quality enrichment and character development programmes to help develop the students holistically.

The fee structure is as follows:

| | | |
|----------------------|--|--------------------------|
| Fee Structure | Registration fee | \$ 0 |
| | Deposit (Refundable) - 1 month of SCC Fees upon enrolment | \$235 |
| | Monthly fee (Inclusive of food and programmes within school) | \$235 |
| | Nascans T shirt per piece | \$ 10 (3 pieces minimum) |
| | School Holiday Surcharge for Full-Day Care | \$ 0 |
| | <ul style="list-style-type: none">- All prices include GST- For Student Care Fee Assistance (SCFA) subsidy application, please contact the centre for more information. | |

If you would like to place your child in NASCANS@ Fuhua Primary School Student Care Centre in 2023, please complete the form by scanning the QR Code below by **14 October 2022**.



Please note that this is NOT the official Registration Form. Filling up this form does NOT confirm a placement in Nascans @ Fuhua Primary School. Parents will be informed of the application results by 21 October 2022, Friday.

Should you have any enquiries, do reach us at supervisor.fhsc@nascans.com or 8198 9716.
Thank you.

Best Regards,

Mr Neo Wen Zong
Centre Supervisor
Nascans @ Fuhua Primary School

REVOLVING TRANSPORT PTE LTD

141 MIDDLE ROAD #06-06 GSM BUILDING SINGAPORE 188976

TEL: 6479 7597 FAX: 6479 3937 Hp : 88780747

Email: revolvingtrpt01@gmail.com / emltransport@singnet.com.sg

SCHOOL BUS REGULATIONS FOR FUHUA PRIMARY SCHOOL

1. Please fill in all information accurately and legibly. Please sign on the form to acknowledge that you have read, understood, and accepted all the terms and conditions. **Kindly scan the QR Code below to indicate your interest by 5 November 2022** for the transport company to process your application for 2023.
2. Please be reminded that the deadline for submission of the school bus application is **5 November 2022**. Late submission will be processed two weeks after school re-opens. This is to facilitate the arrangement and planning of the school bus services.
3. The bus details will be provided to parents between **12th to 18th December 2022**.
4. **Parents must inform the transport company if their child leaves the school early / is absent / they are picking up their child.**
5. **Students are to inform their respective bus driver if they are not taking the bus back home due to extra lesson etc.**
6. School bus service is provided for trips to and from the school, before and after official school hours, according to MOE's official school terms.

Bus Fare

7. The bus fares will be payable over 9 months in a school academic year. The collection will be on the 7th day in January, February, March, April, May, July, August, September and October. There will be no collection in June, November and December.
8. Bus Fares paid are non-refundable.
9. Distances are determined via estimation from Google Map. Please refer to the bus fare table

| Distance | Up to 15 seaters | | >15 – 30 Seaters | | > 30 seaters | |
|------------|------------------|-------|------------------|-------|--------------|-------|
| | 1 way | 2 way | 1 way | 2 way | 1 way | 2 way |
| Up to 2km | \$119 | \$149 | \$85 | \$107 | \$85 | \$107 |
| 2km to 4km | \$136 | \$171 | \$102 | \$128 | \$102 | \$128 |

below:

10. Two-way bus fares are quoted based on the same pick-up and drop-off points. One-way bus fare is 80% of two-way bus fare. Additional charges will be imposed if there are different or additional pick-up or drop-off points, subject to bus capacity.

Pick-Up Points / Drop-Off Points / Bus Routes

11. Pupils must wait at the same pick-up point 5 minutes before the pick-up time. The school bus will not wait for pupils if they are late, as it follows a tight schedule which may affect other pupils.
12. Parents are requested to ensure that there is someone to fetch your child on arrival at their drop-off point. The bus company will not be responsible for your child's safety after he/she alights from the bus.
13. Please allow for fluctuations in pick-up and drop-off times during the first few weeks of school. Time may vary as school regulates dismissals and there may be new students joining the bus.
14. We seek parents' understanding that pupils residing on roads with dead-end or narrow lanes may have to walk to the pick-up points designated by the bus company. This is because a sizable capacity bus faces restriction on turning into certain corners/roads as compared to a smaller vehicle. Pupils residing in condominiums may have to wait for their buses at the security guardhouse.
15. Bus routes are fixed by the bus company. The bus company will not entertain any request to change the designated bus route based on personal preferences.
16. Delays in return trips may be experienced on rainy days.

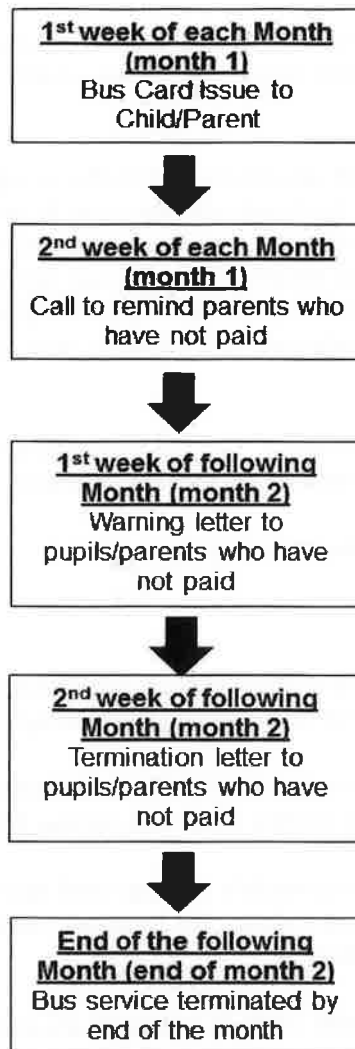
Safety Rules

17. Revolving Transport Pte Ltd regards the safety of our pupils as a top priority. To ensure orderliness on the bus, pupils on the bus must be seated during the journey.
18. To ensure a safe and enjoyable journey on the bus, we seek parents' cooperation to remind your child to follow the instructions from the bus driver and / or bus attendant.
19. Pupils should speak softly and use respectable language with each other, the driver, and the bus attendant. There should be no name-calling, foul language, teasing, bullying, or fighting. Such incidents will be reported to the school.
20. To keep the bus clean and free of litter, no food and drinks are allowed, except for plain water.
21. Dangerous and sharp items are not allowed on the bus.
22. Parents are not allowed to board the bus to speak to or reprimand any pupils. Please provide feedback to our transport coordinator or to the school.
23. Use Contact Application to our transport coordinator @88110102/88780747 when
 - a. your child is absent from school (for example, FH pupil [pupil's name] staying at [house address], from [class], taking bus number [bus number]. No need to pick my child tomorrow [date and time].)
 - b. you wish to give feedback
 - c. you need payment advice

e.g.

Termination Procedures

24. Parent/s who wish to terminate the bus arrangement is / are required to give **one month's advance notice in writing**. Failing which, one month's bus fare shall be paid accordingly, in lieu of notice.
25. The bus company reserves the right to discontinue their service to pupils who continue to default on payment after the reminder call and warning letter. The **bus service will stop if payment is overdue by the SECOND month.**



Please scan QR code to indicate your interest.



Thank you for the time taken to comprehend the regulations of the school's bus services.

Parents Gateway

A quickstart guide for Parents



Contents



1. [New Home Screen](#)
2. [Edit Child's Initials](#)
3. [Update Contact Details](#)
4. [Staff Directory](#)
5. [Email Correspondence via Announcements/Consent Forms](#)
6. [Enable Mobile Notifications](#)
7. [Parenting Resources](#)
8. [Declare Travels/Non-Travels](#)

1. New Home Screen

New Home Screen

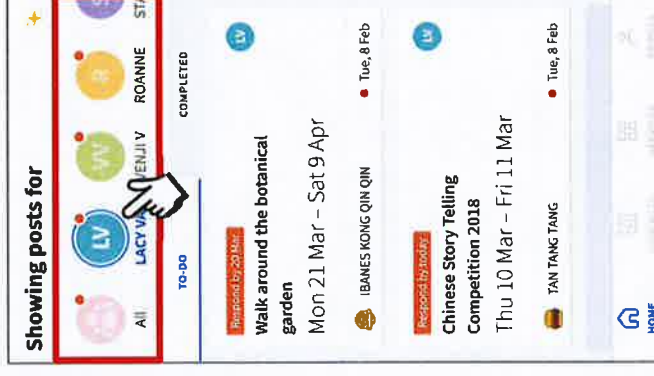
To-Do and Completed tabs to help organize posts from school(s)



Easily locate unread posts, upcoming meetings and letters that need your response in the **TO-DO** tab



Find past posts that you've read and responded in the **COMPLETED** tab

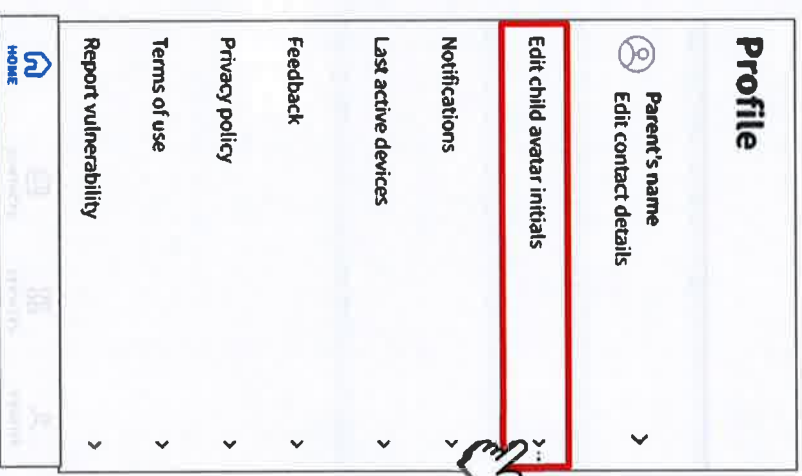
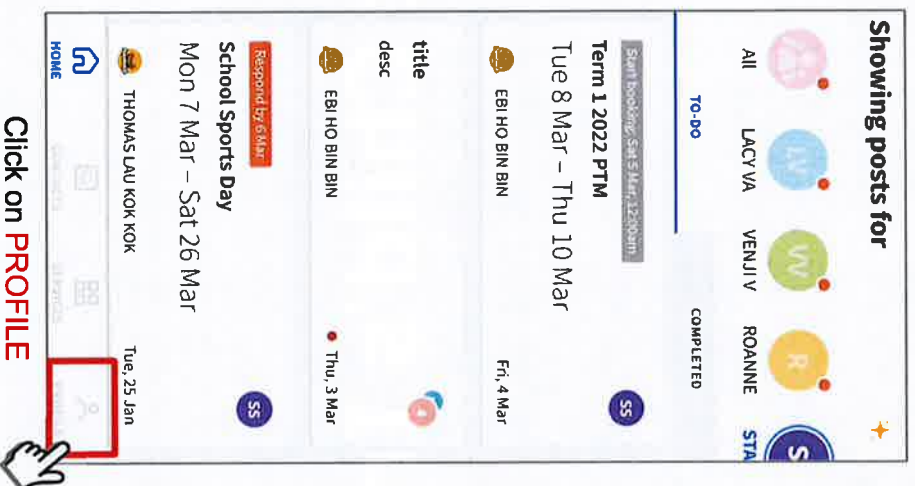


Choose to view posts sent by all your children's schools or filter post for each child

2. Edit Child's Initials

Edit Child's Initials

Customise your child's avatar initials with Chinese, Tamil or even emoji characters



Edit Child's Initials

Customise your child's avatar initials with Chinese, Tamil or even emoji characters

<

Edit avatar initials

Select child

LACY VAN LING LING

LV

VENJI VAN YI CHENG

VV

ROANNE

R

STACIE SO SI YI

SS



<

LACY VAN LING LING

Save

Child's avatar initials

LA

- Change child's avatar initials to either up to 2 alphanumeric characters or
- 1 non-alphanumeric character

<

LACY VAN LING LING

Save

Child's avatar initials

LA

<

LACY VAN LING LING

Save

Child's avatar initials

玲

<

LACY VAN LING LING

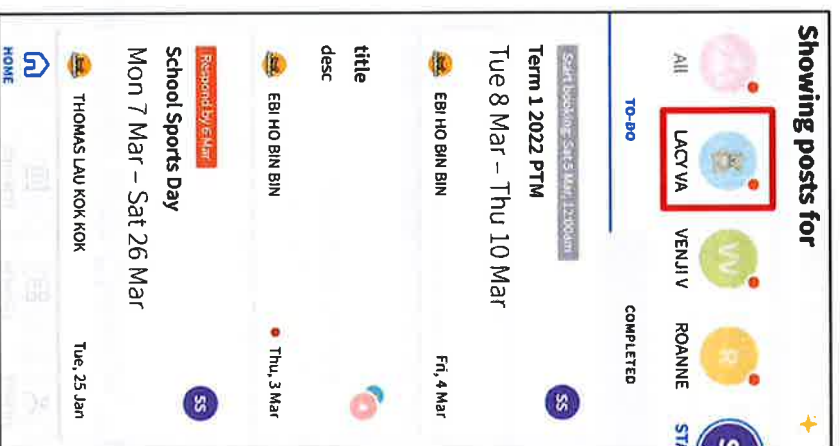
Save

Child's avatar initials

Click on **Save** to confirm

Edit Child's Initials

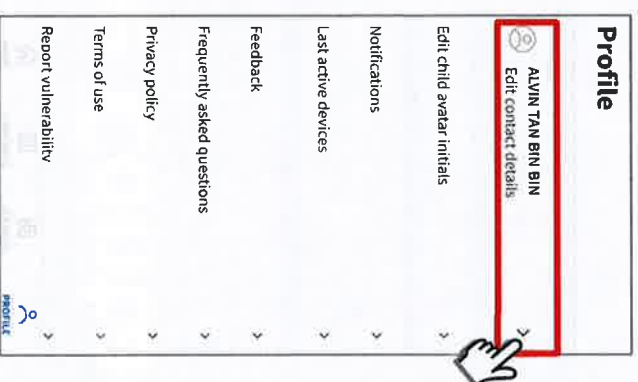
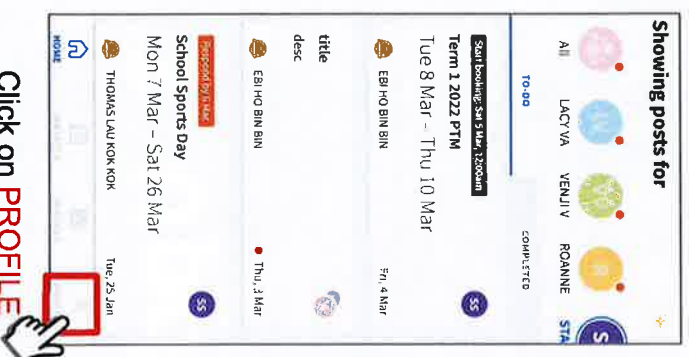
Customise your child's avatar initials with Chinese, Tamil or even emoji characters



Once the initials have been successfully changed, the child's avatar will reflect the update.

3. Update Contact Details

Update Contact Details



Edit contact details Save

Mobile phone no. 90123456

Home phone no. 83618766

Other contact no.

Email address alvinb@pg.com

Edit contact details Save

Mobile phone no. 91234567

Home phone no. 61234567

Other contact no.

Email address alvin@pg.com

Click on **Save**

Update your contact details
(you must provide at least 1
phone/contact number)

Update Contact Details

X

Edit contact details

Save

✔ Your contact details have been saved.

Mobile phone no.

91234567

Home phone no.

83618766


Other contact no.

Email address

alvintbb@pg.com

Contact details
successfully edited

Update Contact Details

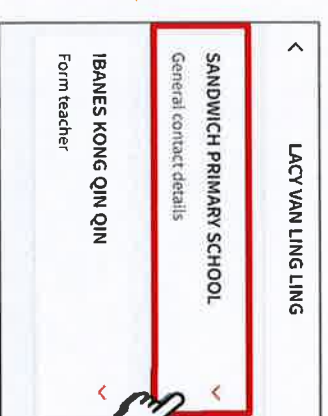
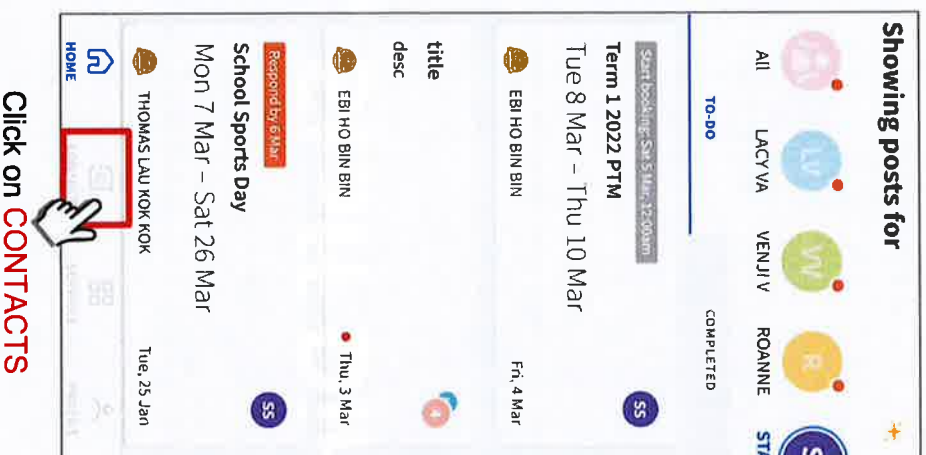
| Subject | Body |
|-------------------------|---|
| Contact Details Updated | <p>Dear Parent,</p> <p>Your contact details were recently updated.</p> <p>When: [DD Mmm YYYY, HH:MM am/pm (e.g. 8 May 2019, 9:02 am - no leading zero for Day and Hour)]</p> <p>Device used: [Device Model/OS (if no Device Model)]</p> <p>If you did not make this change, please contact your child's school for help.</p> <p>To undo this change, go to [Profile > Edit contact details].</p> <p>Cheers, Parents Gateway Team</p> <p> Parents Gateway</p> <p><i>This is an auto-generated e-mail. Please do not reply directly to this email.</i></p> |

Parents/Legal Guardians/
Authorised Caregivers will receive
this **Email Notification** when they
have updated their contact details
in the Parents Gateway App.

This is an added safety measure to the current "Update Contact Details" feature whereby Parents/Legal Guardians/Authorised Caregivers can update their mobile, residential/other contact numbers and change of email address.

4. Staff Directory

Staff Directory



5. Email correspondence to specific announcements/consent forms/meetings

Email Correspondence to specific announcements / consent forms / meetings

If you wish to email questions or clarifications pertaining to specific announcement/consent form/meeting sent by the school, you may do by clicking on the 'Contact us' link within the announcement/consent forms/meetings

WANG Q

Zoom

EVENT DATES

3 meeting days available between
Mon 21 Mar 2022 – Wed 23 Mar 2022

BOOKING NOT STARTED

You can book between:

Mon 7 Mar, 8:00am – Wed 9 Mar, 12:00am

[Add to calendar](#)

EVENT DETAILS

P6B PTM

For enquiries on this post, please [contact us](#).

Click on [contact us](#)

to open phone's email client



Compose

From

To

parentsgateway.otp@gmail.com

Parents Gateway Enquiry - P6B PTM

The information below will help us to follow up on your enquiry:
Meeting: P6B PTM
Posted by EBI HO BIN BIN on 3 Mar 2022
Name of my child(ren): WANG Q

Email client as seen on parents' device

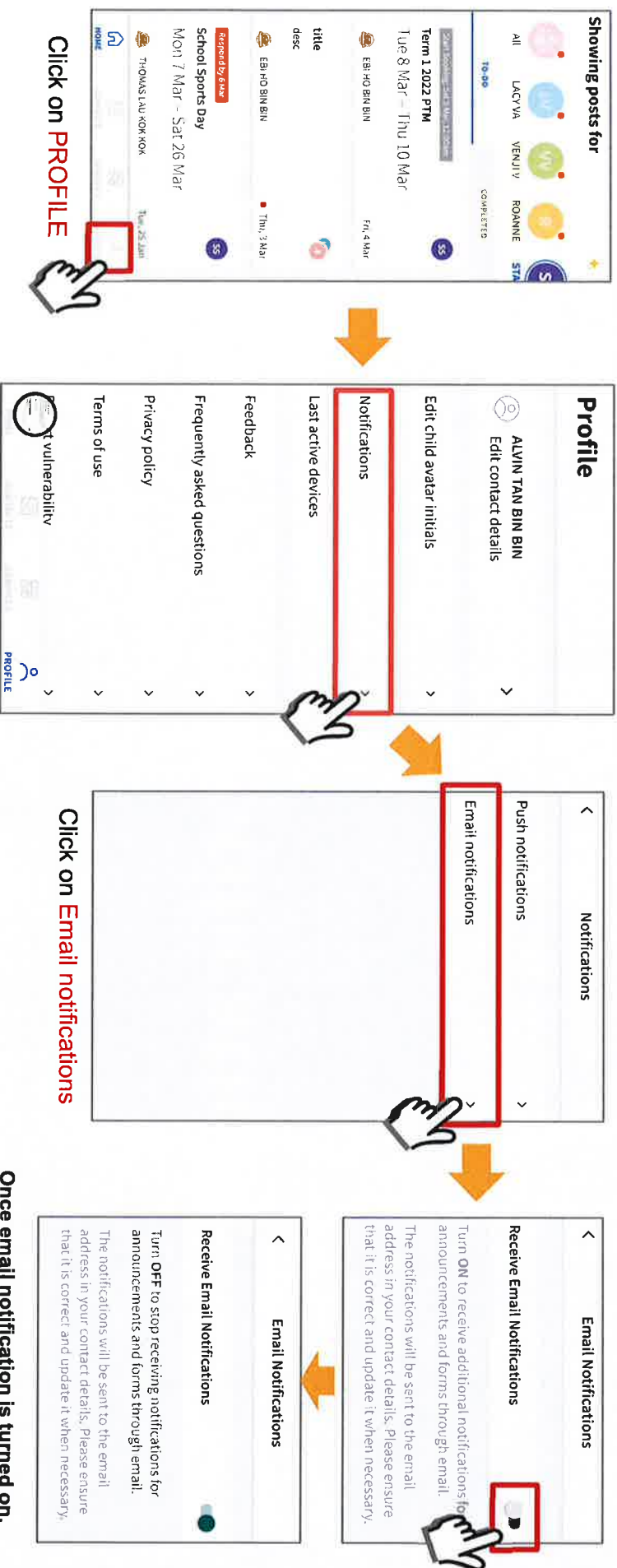
Information of meeting is automatically included in email

6. Enable Mobile Notifications

6a. Enable Email Notifications

Enable Email Notifications

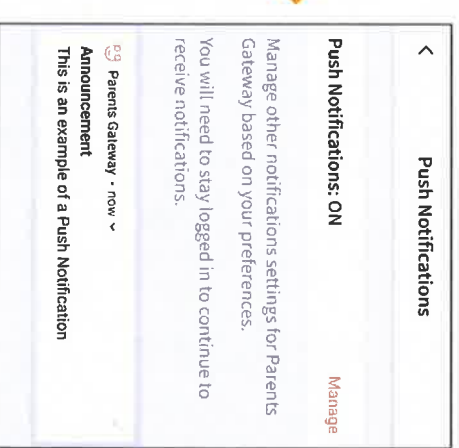
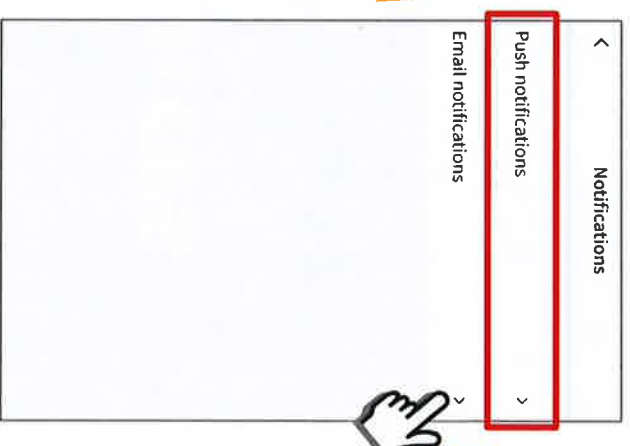
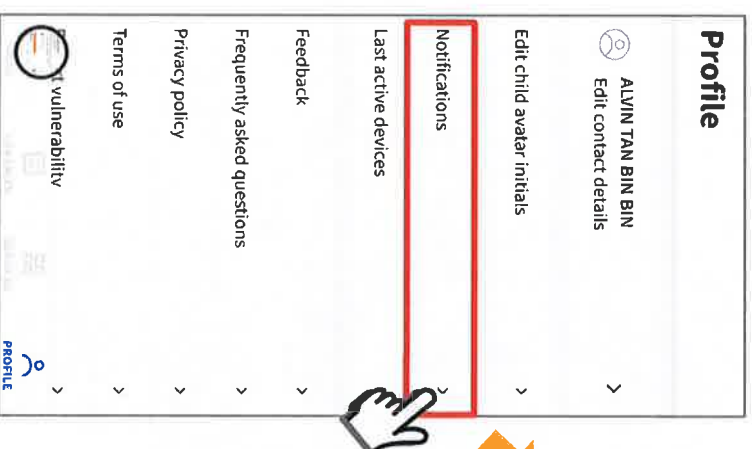
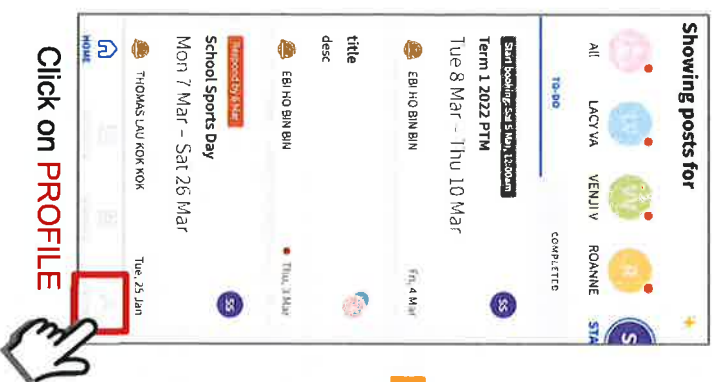
Parents/Legal Guardians/Authorised Caregivers will receive an email notification for every update sent by the school if the email notifications function is turned on in the phone settings.



Once email notification is turned on,
Parents/Legal Guardians/Authorised
Caregivers will still receive email notifications
even if they had logged out of the app.

6b. Enable Push Notifications

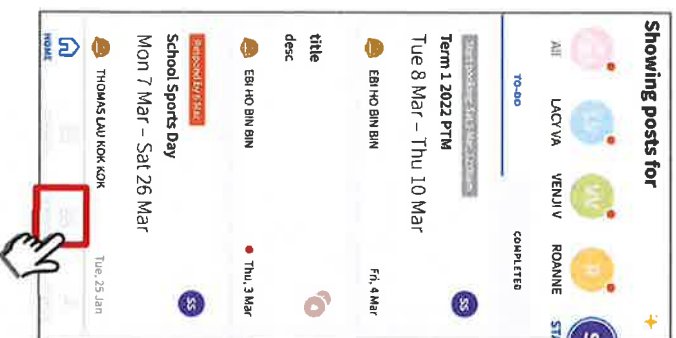
Enable Push Notifications



Click on **Manage**, which will direct you to your phone's notification settings for PG

7. Parenting Resources

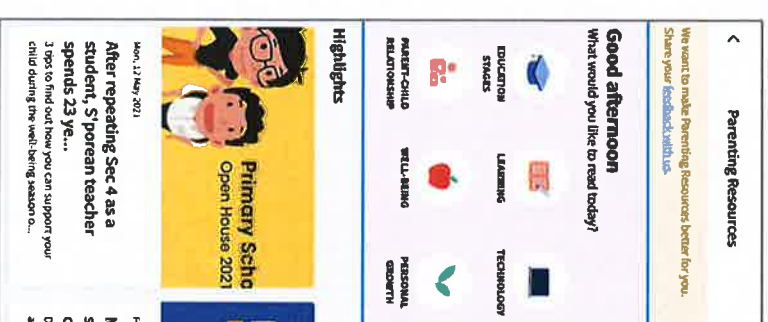
Parenting Resources



Click on **SERVICES**



Click on **Parenting Resources**

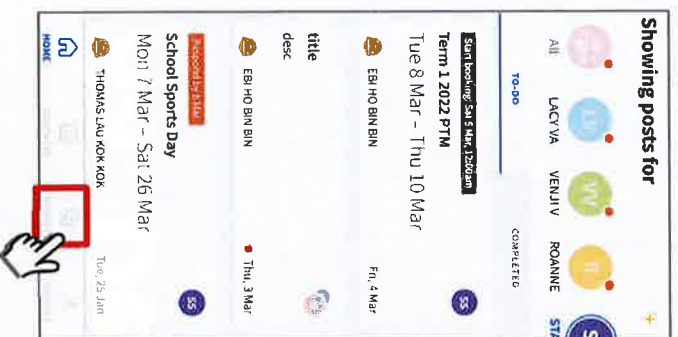


Access **Parenting Resources** to find a repository of useful information, tips and advice to support parents in their parenting journey

8. Declare Travels/Non-Travels

8a. Declare Travel Plans

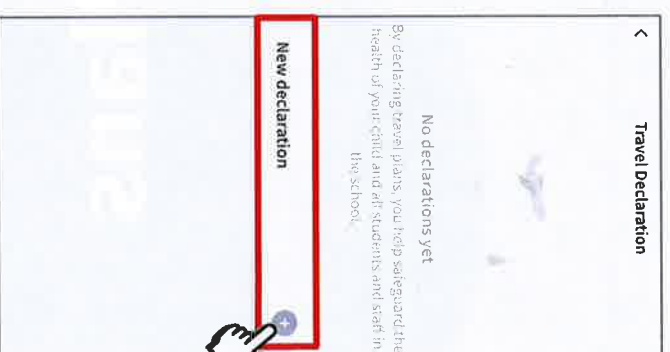
Declare Travel Plans



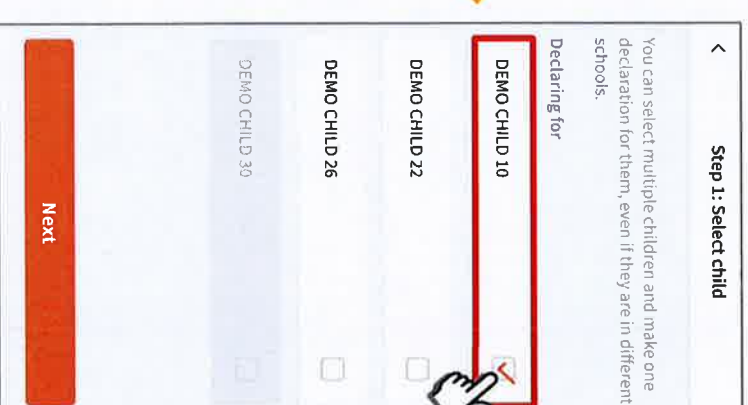
Click on **SERVICES**



Click on **Declare travels**



Click on **New declaration**



Select the child(ren) going on the trip and Click on **Next**

Declare Travel Plans

< Step 2: Select duration

Travelling?

Yes

No

Next



< Step 2: Select duration

Travelling?

Yes

No

From Start date To End date

If you plan to travel during school holidays and public holidays, please seek consent from your child's school.

Next



X Select travel dates

From Start date To End date

June 2022

July 2022

Select dates



X Select travel dates

From 13 Jun 2022 To 19 Jun 2022

June 2022

July 2022

Select dates

Click on **Yes**

Click on **Start date** or **End date** to input travel period

Select your travel period (start date and end date)

Click on **Select dates**

Declare Travel Plans

< Step 2: Select duration

Travelling?

Yes ☒

No ☐

From To

13 Jun 2022 19 Jun 2022

If you plan to travel outside of school holidays and public holidays, please seek consent from your child's school.

Next

Click on **Next**

< Step 3: Select destination

Travelling to

+ Add a country/city

Next

Click on
Add a country/city

< Step 3: Select destination

Travelling to

+ Add a country/city

China - Beijing X

Japan - Hokkaido X

Next

Key in your
destination(s)

< Confirm details

Declaring for

DEMO CHILD 10

From To

13 Jun 2022 19 Jun 2022

Travelling to

China - Beijing

Japan - Hokkaido

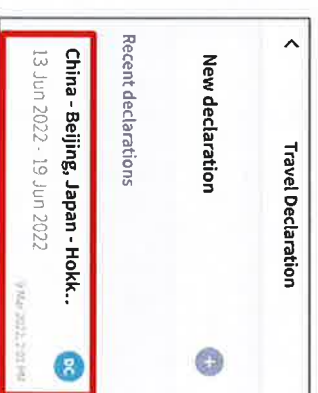
Submit

Click on **Submit**
if details are accurate

Declare Travel Plans



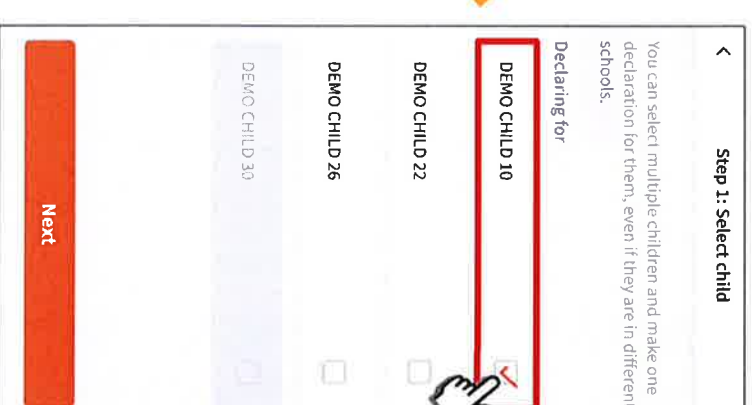
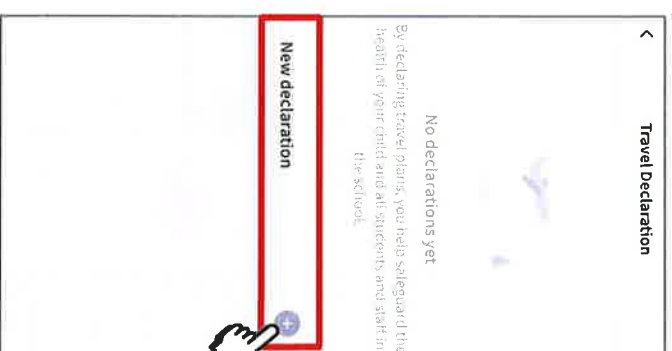
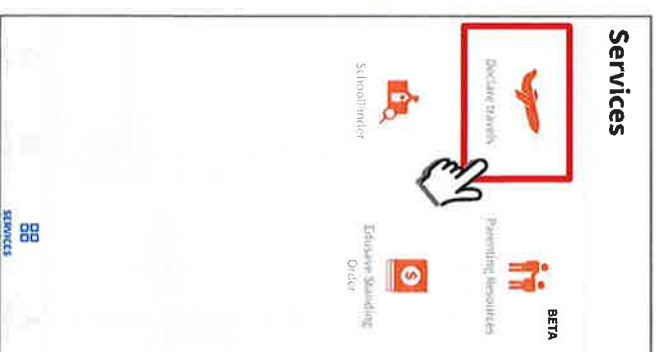
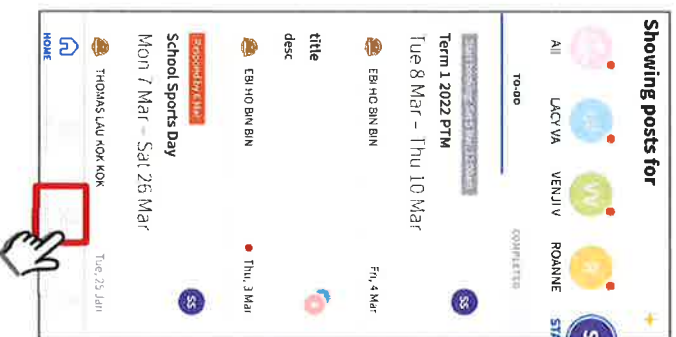
Successful Declaration



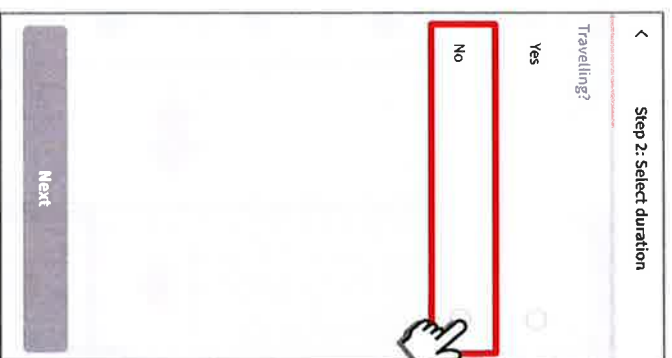
Travel plans are shown as entered. You would need to delete and declare again if amendments are required.

8b. Declare Not Travelling

Declare Not Travelling



Declare Not Travelling



< Step 2: Select duration

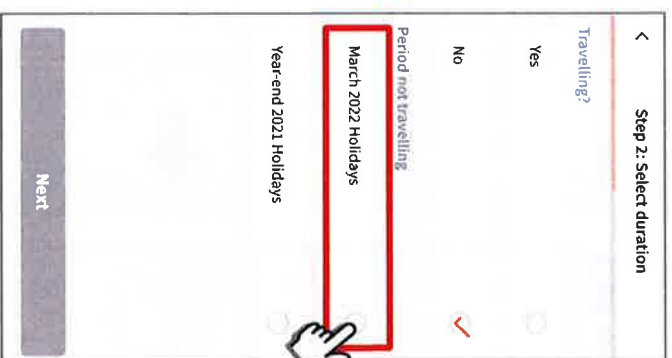
Travelling?

Yes

No

Next

Click on **No**



< Step 2: Select duration

Travelling?

Yes

No

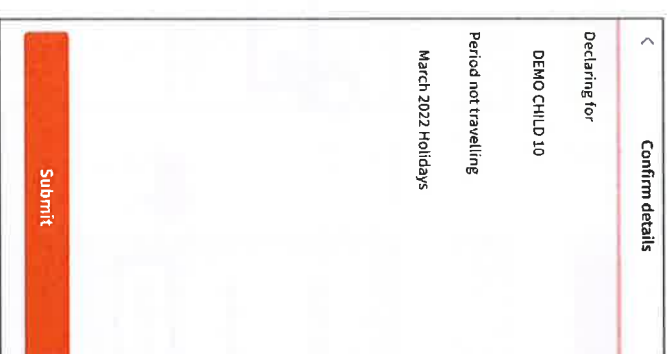
Period not travelling

March 2022 Holidays

Year-end 2021 Holidays

Next

Select the holiday period
that child is not travelling
period



< Confirm details

Declaring for

DEMO CHILD 10

Period not travelling

March 2022 Holidays

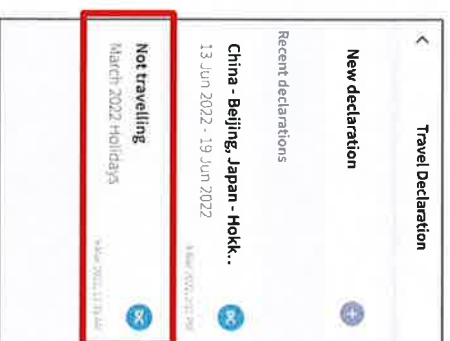
Submit

Click on **Submit** if
details are accurate

Declare Not Travelling



Successful Declaration

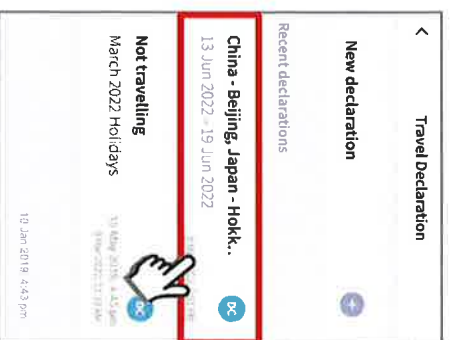


Travel plans are shown as entered. You would need to delete and declare again if amendments are required.

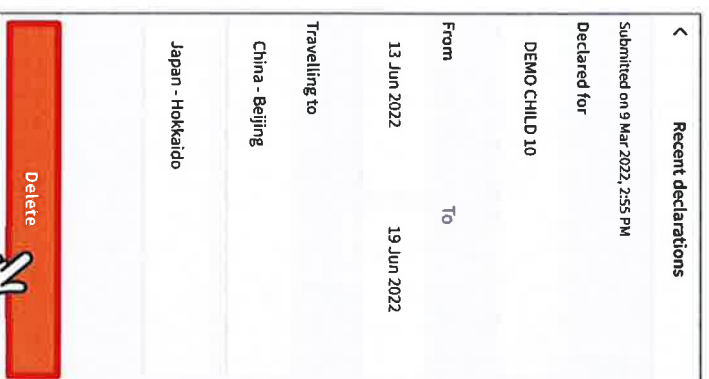
8c. Edit Travel Declaration

Edit Travel Declaration

Delete the existing travel plan and replace with the new travel plan.



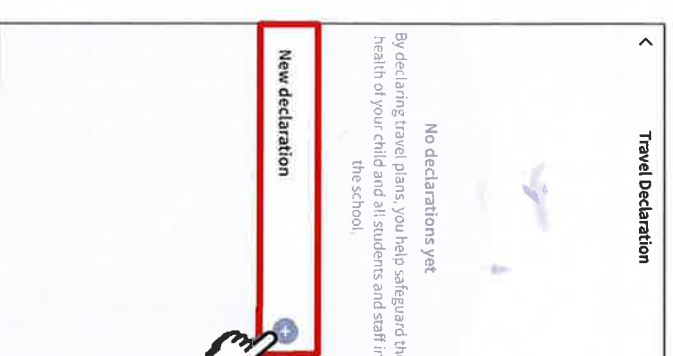
Select the travel plan to be changed



Tap on **Delete** to remove the previous declaration



Tap on **Delete** to confirm



Create a new travel declaration

Thank You