



SN/2019/S01a

2 Jan 2019

Dear Parents/Guardians

Happy New Year and welcome back to school! A very warm welcome, too, to our new students and parents/guardians. We look forward to journeying with you through another enriching year at St Nicks.

2. As we usher in 2019, we would like to welcome our new staff, Mr Aloysius Ting (Vice-Principal), Mr Melvyn Tan (Head of Department / Humanities), Ms Ammily Lim (Head of Department / Special Projects 1), Mrs Ang Tze Hwei (Head of Department / Special Projects 2), and new teachers, Ms Phang Lee Shia, Ms Wendy Ow, Mdm Ng Li Yen, Mrs Daphne Lim, Ms Annu Rai, Ms Siti Nur'aini, Mr Andy Lee and Ms Lim Geok Choo. In addition, Mr Loh Chih Hui (our former Vice-Principal), Mrs Jaqueline Tang, Ms Fong Lai San, Ms Suah Jun, Ms Zhong Wanying, Mdm Loo Shook Ling, Mr Kenneth Mcmorland and Ms Amanda Lek have left the school at the end of last year to pursue their aspirations. We thank them for their contributions to the school and wish them all the best.

CHIJ 165th Anniversary Celebrations

3. 2019 promises to be an exciting one as the CHIJ mission in Singapore celebrates its 165th Anniversary. The Congregation of the Sisters of the Holy Infant Jesus (IJ) was founded by Blessed Nicholas Barré in France in 1662. While establishing a Christian school for boys in Singapore, Father Beurel saw the need to educate girls and wrote to the Infant Jesus Sisters in France to send nuns to Singapore for this purpose. Singapore received its pioneering mission of IJ Sisters comprising Mother Mathilde Raclot and three other sisters in 1854.

4. To mark this milestone event, a series of events will be organised, starting with the IJ Forum, the combined Founders Day Mass on 28 May, and various VIA activities. The theme for this milestone anniversary is "**CHIJ: Ever Seeking, Ever Serving**". As part of the St Nicks family, we hope that you will participate actively and share in our joy and celebrations. More details regarding these events and activities will be given at a later date.

General School and Administrative Matters

5. The school's email system has been upgraded to provide a more secure means of communication. As such, the email addresses of our staff will now be reflected as name@schools.gov.sg (instead of name@moe.edu.sg). Please refer to our website for the new email addresses of our staff.

School Terms for 2019

6. The school terms for 2019 are as follows:

Semester I

Term 1	Wednesday 2 January to Friday 15 March
Term 2	Monday 25 March to Friday 31 May
Semester II	
Term 3	Monday 1 July to Friday 6 September
Term 4	Monday 16 September to Friday 15 November*

**The official last day of the school term for lower secondary students is Friday 25 October 2019.*

7. As students will continue to have recess from 10.30am onwards, we will keep the 9am snack break to ensure that students do not go hungry. Students whose lessons end at 2.45pm will have an additional snack break at 1.15pm. Students can pack healthy dry snacks and have them in class.

8. We will start school at 7.30am daily. We thank you for your support in ensuring that your daughter is punctual for school.

Photographs and Videos of Students

9. Photograph or videos of students may be captured during school activities and events such as classroom lessons, CCAs, school camps, school concerts, school celebrations, etc. Such photographs and video recordings may be used by the school in school publications, website, social media channels and other communication channels. Photographs or videos which feature your daughter/ward may therefore appear in the public domain. We wish to assure you that we will always portray our students with respect and dignity. Hence, we seek your cooperation to acknowledge your consent to such use in the form attached. This consent will be in force for the years of your daughter's/ward's education journey with us.

Communication with Parents

I. Modes of communication

10. As in the previous year, communication channels with you would include circulars and the school website.

11. School events and any changes will be updated in the calendar on our website. We will also upload all our school-wide circulars onto our website. Please visit our website regularly for any new calendar updates or circulars.

12. Teachers may also call you directly for matters pertaining to your daughter/ward. Please inform your daughter's/ward's Form Teacher if you have changed your mobile phone number.

II. Meet-the-Parents (MTP) Session and Parent-Teacher Conference (PTC)

13. Please be informed that we have scheduled at least one MTP session and one PTC for all levels in 2019. The MTP session includes mass briefings by School Leaders and Form Teachers, while the PTC consists of one-to-one sessions with Form Teachers and/or Subject Teachers.

14. During the MTP sessions, we will be sharing our learning focus and programmes for each level. The MTP sessions for the different levels are as follows:

Level	MTP Date	Time
Secondary 1	15 Feb 2019	5.30 to 7.30pm
Secondary 2	22 Feb 2019	5.30 to 7.30pm
Secondary 3	8 Mar 2019	5.30 to 7.30pm
Secondary 4	15 Mar 2019	5.30 to 7.30pm

15. The PTCs for Secondary 1 - 4 are scheduled on **31 May 2019**. During the PTC, you will have the opportunity to meet up with your daughter's/ward's Form Teacher and/or Subject Teachers to discuss her progress, as well as areas of collaboration to better support her in her learning.

16. More details regarding MTP sessions and PTC will be shared via our school circulars at a later date.

Traffic in the Morning and during Dismissal

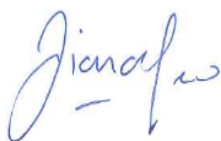
17. For parents/guardians who drive your daughters/wards to school in the morning, you may enter the school via Gate 1 along Ang Mo Kio Street 13 from 6.15am to 7.25am daily. Your daughter/ward may alight at the bus bay or the drop-off point outside the General Office (where Father Barre's statue is located). However, please note that the drop-off point can only be accessed after 6.40am daily, in order that we do not disturb our neighbours whose houses are located beside our internal road.

18. While you can use Gate 1, we strongly encourage you to use Carpark 26 for morning drop-off (accessible from Ang Mo Kio Ave 4), and your daughter/ward can walk into the school via Gate 3 instead. **Gate 3 is also closest to our classroom block.** We have staff members stationed at Gate 3 to guide students' crossing within the school. Using Gate 3 will minimise the number of vehicles entering the school and you are less likely to experience the traffic jam.

Close Partnership

19. In closing, we would like to express our appreciation and thanks to all parents/guardians, especially for making our 85th Anniversary such a memorable one. We are keen to work in closer partnership with you to develop your daughter/ward to her fullest potential. We look forward to your strong support in giving our girls another year of enriching experience with us. Wishing you and your family a blessed 2019 ahead!

Yours faithfully



Mrs Fiona Tan
Principal

PHOTOGRAPHS AND VIDEOS OF STUDENTS

Acknowledgement & Consent Form

Name of Student:	Class (2019):
Name of Parent/Guardian:	Relationship:
Contact Number of Parent/Guardian:	

I have read the notification on the use of photographs and videos of students as stated in Paragraph 8 in the letter dated 2 Jan 2019 (SN2019/S01a).

I confirm that I consent to the aforesaid and **allow** photographs and/or videos which feature my daughter/ward to be used in school publications, website, social media channels and other communication channels. Photographs or videos which feature my daughter/ward may therefore appear in the public domain.

I understand that the school will always seek to portray my daughter/ward with respect and dignity. I acknowledge and agree that the above consent will be in force for as long as my daughter/ward remains a student of CHIJ St Nicholas Girls' School unless it is overridden by a later form instructing otherwise.

Signature of Parent/Guardian