



NorthLight School (Co. Regn.: 200615271H)
151 Towner Road, Singapore 327830
Tel: 6929 6290 Fax: 6291 2423 Email: nls@moe.edu.sg

2 January 2025

Dear Parents/Guardians

A Warm Welcome

As we begin 2025, we are thrilled to warmly welcome all our Year 1 students to the NorthLight family. I am pleased to introduce and warmly welcome **Mr. Lee Seck Kuang**, our Vice-Principal (Vocational Education), to the NorthLight family. Mr. Lee joins us on secondment from ITE, where he served as Assistant Director for Electronics at ITE College Central. With over 25 years of experience in ITE, Mr. Lee brings a wealth of expertise and knowledge that will undoubtedly strengthen our team and enhance the vocational education we provide for our students.

2. At NorthLight, we believe that every student possesses the potential to grow, learn, and uncover their unique strengths. Our goal is to nurture inquisitive and reflective learners who exhibit critical thinking, adaptability, and creativity. We are dedicated to fostering self-directed learning and resilience in our students, equipping them not only for academic success but also to navigate life's challenges with confidence.

3. In an era of rapid technological advancements and the transformative influence of Artificial Intelligence (AI), we are also committed to preparing our students with the essential digital literacy skills and mindsets they need to excel and thrive in the future.

Parenting for Wellness

4. Your role in your child's/ward's educational journey is invaluable. Your encouragement, support, and active involvement are essential in nurturing a positive attitude toward learning, motivating your child/ward to attend school regularly, and striving for excellence. By working closely with our dedicated educators, you help create an environment that inspires your child/ward to embrace challenges and seize opportunities with confidence.

5. To strengthen this collaboration, the Ministry of Education (MOE), Ministry of Social and Family Development (MSF), and Health Promotion Board (HPB) have introduced the **Parenting for Wellness**, an initiative aims to equip you with essential knowledge and practical skills to build stronger relationships, enhance your child's/ward's mental resilience, and navigate the complexities of parenting in the digital age effectively.

6. You may access the Parenting for Wellness Toolbox through this link <https://file.go.gov.sg/pfw-toolbox-for-parents.pdf> or by scanning the QR code below.



7. This toolbox contains
- Bite-sized content and key parenting domains
 - Quick tips and practical strategies that you can use as you encounter the different situations that arise as your child/ward develops between 7 and 19 years old, and
 - Conversation starters to facilitate meaningful conversations between you and your child/ward.

An Exciting and Meaningful Learning Experience in 2025

8. As we embark on an exciting and meaningful learning journey in 2025, we look forward to partnering with you to nurture your child's/ward's growth and potential. Together, we can create a supportive environment that encourages curiosity, resilience, and a love for learning.

9. Please take a moment to review the key information provided below.

A. SCHOOL TERMS FOR 2025

Semester 1	
Term 1	Tuesday 2 January* to Friday 14 March <i>* Year 1 students will start school on Thursday, 2 January 2025. Year 2 to Year 4 students will start school on Friday, 3 January 2025.</i>
Term 2	Monday 24 March to Friday 30 May
Semester 2	
Term 3	Monday 30 June to Friday 5 September
Term 4	Monday 15 September to Tuesday 11 November

B. SCHOOL CURRICULUM HOURS FOR 2025

	Mon -Tue	Wed	Thu	Fri	Remarks
Start Time	8:00 am				<p><i>As part of the Year 1 Orientation and Year 2 to Year 4 Back to School Programme, all students will be <u>dismissed at 12:15pm</u> on 2, 6 & 7 January 2025. Dismissal time on 3 January 2025 is 12:30pm.</i></p> <p><i>#Please note that Co-Curricular Activities (CCA) will be conducted every Thursday from 2:30 pm. Attendance for CCA is mandatory and students will be dismissed at 4:30 pm. You will be informed of all the after-curricular enrichment programmes or additional CCA training sessions.</i></p>
Dismissal Time	2:15 pm	2:45 pm	4:30 pm [#]	12:30 pm	

C. PUBLIC HOLIDAYS IN TERM 1

Day/ Date	Event
29 Jan (Wed) & 30 Jan (Thu)	Chinese New Year

D. KEY EVENTS IN TERM 1

Day / Date	Event	Remarks
28 Jan (Tue)	Chinese New Year School Celebrations The school will be celebrating Chinese New Year, and students will be dismissed early at 10:30 a.m. We would like to extend our warmest wishes to our Chinese families for a joyous and prosperous Chinese New Year and we wish all other families a restful and enjoyable holiday break!	
6 Feb (Thu)	<u>Year 4 Students</u> - Progression Industry Experiential Programme (IEP) Briefing for Year 4 Parents/Guardians The school will be conducting this briefing for all Year 4 parents/ guardians from 5:00pm to 6:30pm.	More details about the booking schedule will be provided at a later date.
7 Feb (Fri)	<u>Year 1 Students</u> - Orange Blessings Community Programme To help our Year 1 students get acquainted with the community as part of their orientation programme, they will visit the neighbourhood with their Form Teachers during school hours to share Chinese New Year greetings with the residents.	
18 Feb (Tue) to 20 Feb (Thu)	<u>Year 3 Students</u> - Experience ITE Programme (EIP) The EIP provides students with the opportunity to experience ITE's Hands-On, Minds-On, Hearts-On approach to education. This immersive experience helps students better understand and appreciate ITE's authentic learning environment, fostering a deeper interest in skills-based education.	
24 Feb (Mon) to 27 Feb (Thu)	<u>Year 1 & 2 Students</u> - Growing Resilience in Teenagers (GRIT) Week All Year 1 and Year 2 students will be attending the residential 3-day 2-night GRIT Camp from 25 Feb (Tue) to 27 Feb (Thu). <u>Year 3 Students</u> – Workplace Literacy & Numeracy (WPLN) Assessment – Y3 students will take their WPLN assessment to better understand their proficiency in essential literacy and numeracy skills. The assessment will enable both students and teachers to identify areas for improvement and for teachers to better prepare for them future academic and workplace demands. <u>Year 4 Students</u> – Pre-Boarding for Industry Experiential Programme (IEP) and Learning Journey (Part 1) All Year 4 students will participate in the IEP during Term 2. To prepare for this compulsory programme, they will undergo a pre-boarding session and take part in an external learning journey. Y4 students will also participating in a	IEP Pre-Boarding Part 2 will be conducted in Term 2 More details will be given to students at a later date.

Day / Date	Event	Remarks
	Sports and Wellness Outdoor bonding activity on Thu, 27 Feb.	
28 Feb (Fri)	All Students - Home-based Learning Day (HBL) All Year 1 to Year 4 students <u>do not need</u> to report to school.	HBL schedule will be given to students at a later date.
10 Mar (Mon) to 12 Mar (Wed)	Year 4 Students - Milestone Assessments All Year 4 students will be sitting for the English and Mathematics Milestone Assessments.	Y4 Students will be dismissed after the last paper for the day. The assessment schedule will be provided at a later date.
14 Mar (Fri)	NLS 19th Awards Day 2025 The school will commemorate the progress, holistic development, and achievements of our students during our 19th Awards Day. Only Year 1 students, award recipients, and concert participants are required to report to school.	More information will be provided closer to the event.

ATTENDANCE AND PUNCTUALITY

10. We would like to remind parents/ guardians that two key factors for students to succeed at NorthLight and beyond are regular attendance and punctuality. We kindly request your cooperation in avoiding taking your child/ward out of school during term time.

11. If your child/ward is unwell, please ensure they receive prompt medical attention. A medical certificate or a letter from a parent/guardian is required to explain any absence from school. Please note that disciplinary measures may be taken in cases of wilful absenteeism or truancy.

COMMUNICATION PLATFORMS

12. Parents/Guardians will receive more updates on school programmes and activities in the letter to parents/guardians every term via **Parents Gateway**. The Parents Gateway (PG) Mobile App is an initiative by MOE to enable parents/guardians to interact with schools more conveniently on administrative and financial matters.

13. Parents/Guardians will also be able to use this app to stay updated on school programmes and submit online consent forms for their child's/ward's activities. **SingPass Registration and 2FA Setup are required for PG access.** All parents/ guardians are **strongly encouraged** to download and use the PG App as it will bring significant benefits for parents, guardians, teachers and the school. A step-by-step guide is provided in this link: <https://www.nls.edu.sg/partnerships/parents-gateway>.

14. In addition, as part of our school's continuing efforts to stay connected and strengthen school-family relationships, Form Teachers will make home visits to engage parents/guardians in discussions on how to better support your child/ward. You may contact our teachers via their emails which are available here: <https://www.nls.edu.sg/school/School-Organisation/form-teachers> or contact the school at 6929 6290.

15. **We recognise the importance of staff well-being and seek your cooperation to minimise non-critical communication on weekends and public holidays as well as after 6pm on school days.**

MOBILE DEVICES POLICY

16. The school is committed to teaching students the responsible use of mobile devices to ensure they remain focused on their learning during school hours. As part of this effort, students are required to hand over their mobile devices to their Form Teachers, where they will be securely stored in the class locker and returned at dismissal.

17. In case of emergencies, you may contact the General Office directly. We kindly seek your cooperation in reminding your child/ward to follow this rule. Please note that the school reserves the right to confiscate mobile devices if a student fails to comply. Additionally, for investigative purposes, the school reserves the right to access, remove, or forward the contents of confiscated devices when necessary.

POLICY ON USE OF PHOTOS AND VIDEOS FOR PUBLICITY PURPOSES

18. Photographs and video recordings of students or visitors may be captured during various school activities and events, including classroom lessons, CCAs, school camps, or concerts. These images or recordings may be used by the school for publications, the school's website, social media platforms, or other communication channels.

MORNING SHUTTLE BUSES 2025

19. Please take note of the schedule for morning shuttle buses. Here are the details of the shuttle bus pick-up information. Refer to the QR code for the location maps.

Location	Timing	Pick-Up Location
Admiralty	7:00 am	In front of Admiralty MRT Station and between Taxi stand and Bus Stop no: B46779
Bedok	7:00 am & 7:15 am	In front of Bedok Mall. Bus Stop no: B84031
Redhill	7:10 am	Opposite Redhill MRT station. Bus Stop no: B10201
Yishun	7:00 am	Yishun MRT Station Exit B – Passenger Pick-up/drop-off point along Yishun Ave 5



SCAN ME

SCHOOL INSURANCE

20. Insurance coverage is provided for all enrolled students of NorthLight School. The insurance provider is Income Insurance Limited. Please refer to **Annex A** for details.

21. Thank you for your unwavering trust and cooperation as we work hand in hand to make this a transformative and enriching year for every student. Wishing you and your family a safe, healthy, and fulfilling 2025!

Mdm Sung Mee Har
Principal

SCHOOL INSURANCE FOR ALL STUDENTS

Insurance coverage is provided for all enrolled students of NorthLight School. The insurance provider is Income Insurance Limited.

Parents can log on to <https://studentgpa.incomegroupins.com.sg> to submit an online claim through the e-claim portal.

Points to note:

1. For both **inpatient and outpatient** including minor/day surgery claims, you are **not** required to submit the original tax invoice(s)/receipts(s). However, you **must keep** the original tax invoice(s)/receipt(s) for **at least 6 months from claim submission date** and it must be made readily available upon Insurer's request.
2. If you have utilised your Medisave/MediShield/Private Shield plan to pay for your child's surgical and hospitalisation fees, please kindly request for a **Letter of Settlement** from your insurer for submission together with the original tax invoice(s)/receipts(s).
3. Please ensure your email address, handphone number and bank account details in the e-claim portal are correct.
4. Please prepare your scanned receipts/reports for uploading before proceeding with a new eSubmission.

Scanned files must meet the following criteria:

*Acceptable file formats are pdf, jpg, jpeg and png

*Maximum allowable size for each attachment is up to 10MB.

5. If you require additional information, please contact Ms Phyllis Kok (Student Affairs Unit Manager, NorthLight School) at tel: 6929 6260.