



***School SAFETY & SECURITY
&
FINANCE Admin Matters***



Traffic and School Safety

- ❑ The road traffic outside the school during **peak hours i.e. between 7.00 and 7.20 am** will be heavy.
- ❑ **Planning ahead** will also help to ensure that your child/ward will be able to reach school on time and be ready to learn.
- ❑ Please **drop-off & pick-up your child from the carpark at Block 250 and enter via Gate 5.**
- ❑ **If it rains**, parents will be allowed to drop off their children at the school foyer.



Punctuality

- ❑ All students must attend the Flag-Raising Ceremony, which **starts at 7.40 am daily**.
- ❑ Students who missed the Flag-Raising Ceremony will be considered as late-comers.
- ❑ Students who are **late for 3 or more times** will have their names recorded in the School Offence Module and there **will be implications on their conduct grade**.
- ❑ Parents are **strongly encouraged to ensure your child is punctual for school, and to develop that good habit with them**.



Overseas Leave of Absence (LOA)

- ❑ Overseas LOA will ONLY be granted for the following **valid reasons**:
 - ✓ Overseas posting of parents
 - ✓ Bereavement of family members
 - ✓ Serious medical reasons, e.g. seeking medical treatment
 - ✓ Other valid reasons

Please note that overseas travel or taking a holiday during term time is NOT encouraged and approval will not be given.



Visitor Management

All visitors including parents/guardians are expected to adhere to the following safety measures at the Security Guard Post:

- ❑ **Register** purpose of visit and provide name of the school staff who is hosting the meeting with you;
- ❑ **Display entry sticker** visibly on upper half of clothing



Finance Matters

- ❑ For selected enrichment programmes there will be co-Payment using **Edusave Fund (EF)**
- ❑ **Authorise** the use of your child's/ward's Edusave Fund through Standing Order
- ❑ **Insufficient EF can be paid via GIRO**, or in cash via SAM Kiosk or App, or by cheque
- ❑ **Parents/Guardians who do not wish to use Edusave Fund, or non-Singaporean students will have to pay via GIRO**, or in cash via SAM Kiosk, Web or Mobile, or by cheque.



Community Partnerships

- ❑ The school seeks to be involved in events and activities with community partners in disseminating messages of safety and security, being an active contributor etc. E.g. Community Safety and Security Programme (CSSP) initiated by the **Yuhua CC and NPC**.
- ❑ The school collaborates with the **Singapore Civil Defence Force (SCDF)** in conducting talks on fire safety at homes, and emergency and fire drills.
- ❑ The **NPC conducts talks or focus-group discussions** for students' awareness on neighbourhood watch programmes and how they can play a part to ensure a safe and secure community.





Thank You

Yuhua Primary School

Growing Our Hearts and Minds

