



P1 Parent engagement with Form Teachers

27 November 2025



Hello!



Form Teachers

- Partnership between parents and school
- Expected behaviours of students
- Getting ready for school
- Communication Channels





Partnership
between parents
and school



Our class

- 30 students
- Adaptability, Empathy, Integrity, Resilience, Respect and Responsibility are the six school values that Bukit Timah Primary School upholds in words and actions.
 - Students often learn through observations of adult behaviour. Parents and teachers play a pivotal role in shaping students' behaviour.
 - We foster a safe and inclusive environment where students feel safe, valued and included. We recognise that students may learn and grow differently, but our expectations remain consistent for everyone.

Level Motto: Start it Right

Balancing Independence with Duty of Care

Focus	Strategies
Nurturing Independence	Be observant without intrusiveness. Children can develop resilience through setbacks and learning from mistakes. Cultivate self-sufficiency and confidence. Termly well-being check-ins will be conducted via PG App
Independence	Provide guidance when needed Gradually reduce direct involvement
Responsibility	Encourage responsible decision-making together – What would be the best way to do this? What are our options?
Encouragement	Celebrate efforts and improvements, praise specifically Provide constructive feedback on areas for growth

Expected Behaviours



Self-Awareness & Self-Management

- I will be present and on time for school and school-related activities.
- I will organize my personal belongings and be ready for lessons.
- I will write down homework and reminders in my BT Kit and complete them on time.
- I will participate and do my best for all schoolwork and activities.
- I can recognise my emotions and know when to seek help from a trusted adult.

Social Awareness

- I will listen to my peers.
- I will greet others respectfully.
- I will use kind words and actions.
- I will apologise when I am in the wrong.
- I understand that everyone is unique and special.





Getting ready for
school!

School Timings

Reporting Time	Before 7.30 a.m.
School Starts	7.30 a.m.
Snack Time	9.00 a.m. – 9.10 a.m.
Recess	10.30 a.m. – 10.55 a.m.

School Timings

Day	Dismissal Timing
Monday	1.30 p.m.
Tuesday	12.30 p.m.
Wednesday	1.30 p.m.
Thursday	1.30 p.m.
Friday	1.30 p.m.

- P1 classes are dismissed 5 minutes earlier than the official dismissal timings. Dismissal at 1.25 p.m. everyday except Tuesday at 12.25 p.m.
- Expect slight delays in the first week of school. Check with the school bus operator for the estimated drop off time.
- Do not change the mode of transport unless it is an emergency. Ensure sufficient time for teachers to receive the message.

Arrival

- ✓ Parents may drive into the school premises and drop off your child at either the sheltered foyer outside the General Office or at the Bus Bay.
- ✓ Please be patient and anticipate heavier traffic, especially after 7.00 a.m.

Dismissal

- ✓ School Bus
- ✓ Private transport (PT)

Dismissal Procedure (School Bus)

- P1 students line up in the hall according to their school bus number.
- P1 students will board school buses first.



Dismissal Procedure (Private Transport)

- Parents/ caregivers enter the school via Gate 4.
- Wait at the waiting area
- If parents/ caregivers are late for more than 15 minutes, your child/ward will be brought to the Guard House.



P1 First Day of School

2 Jan 2026 Friday

- Only P1 students report to school.
- **One** parent is invited to accompany your child into the school **until 10 am.**
- Briefings will be conducted for the parents in the Hall
- Parents will have breakfast with your child at the canteen from 9.30am-10am.
- More details will be shared via PG app on **29 December 2025**



Name Tag (Lanyard)

- To be worn **at all times** until end of January
- Indicate **contact number**
- Indicate **school bus number** (not bus plate number) or '**PT**' (private/public transport)



Name :

Class :

Bus No (To School) _____

Bus No (To Home) _____

Private Transport: Yes ☐ No ☐

Name of Parent : _____

Contact No: _____

Students' Attire

(refer to BT kit for details of school rules)

UNIFORM		<ul style="list-style-type: none">• P1 students may wear PE attire from the start of the day if they have PE/PAL (Outdoor Education, Games & Sports, Dance) lessons.
Hair (for girls)		<ul style="list-style-type: none">• Long hair to be tied• Black or dark blue ribbons, hairclips /hairbands
Accessories		<ul style="list-style-type: none">• Small pair of ear studs for girls• Other jewellery is not allowed
Shoes & Socks		<ul style="list-style-type: none">• Plain white school shoes• White socks
Bag		<ul style="list-style-type: none">• Trolley bags are discouraged• Cubbies are provided in classrooms for personal belongings.

BTPS new School Uniform

- The new uniform includes one common top for all weekdays.
- Students can wear shorts on days that has PE and/or PAL lessons.
- Students are to wear uniform top with **formal bottoms** on days without PE or PAL lessons.



Absence from School

Valid Reasons for Absence	Examples
Absent with MC	<ul style="list-style-type: none">• Medical leave• Hospitalisation leave
Absent with Valid Reason (VR) – Up to five occasions in one semester.	<ul style="list-style-type: none">• Medical• Bereavement or serious illness of a family member• Personal or family commitments• Extenuating circumstances <p>The school will assess each application on a case-by-case basis. Parents/Guardians are advised to write in via email to your child/ward's Form Teacher in advance where possible.</p> <p>Note : Family holidays during school days <u>are not</u> considered as valid reason.</p>

Class Procedures

BT Kit

- To be kept in bag at all times
- Serves as a channel of communication
- Teach your child to check it daily for any homework and/or reminders

Plastic folder

- To be kept in bag at all times
- For worksheets and other handouts
- Teach your child to pack it daily

All belongings
including water
bottle and
lunchbox

- To be labelled clearly with name and class
 - Form teachers will direct students to school Lost and Found corner (Shelf outside School Library)
-

Items to bring on 2 Jan 2026 (Friday)

- A storybook
- Colour pencils
- Water-bottle
- Lunch box (optional) or \$3-\$5 for recess

Breakfast with your child/ward from 9.30am to 10am

- Light snacks for Snack Time

Books to bring on 5 Jan 2026 ,Monday

- STELLAR Handwriting 1
- Maths Practice Book 1A
- Social Studies-Inquiring into Our World Activity Bk 1
- My Physical Education Journal P1
- Form Teacher Guidance Period (FTGP) Journal P1
- BTPS Report Book

Primary Maths Test Book 1A (not available yet)

Books to bring on 6 Jan, Tuesday (Mother Tongue books)

Chinese Pupils:

- Chinese Language For Primary School Activity Book 1A
- Chinese Language For Primary School Writing Book 1A
- Character and Citizenship Education (Chinese) Activity Book P1

Malay Pupils:

- Malay Language For Primary Schools (CITA) Activity Book 1A
- Character and Citizenship Education (Malay) Activity Book P1

Tamil Pupils:

- Tamil Language For Primary School (THEEN THAMIZH) Workbook 1A
- Tamil Language For Primary School (THEEN THAMIZH) Penmanship P1
- Character and Citizenship Education (Tamil) Activity Book P1

For Non-Tamil & Indian Language (NTIL) / Foreign Language & students exempted from Mother Tongue:

- Character and Citizenship Education (English) Activity Book P1

Books to bring on 7 Jan, Wednesday

A5 Broad Line Exercise Book:

- 1 book for Spelling

2 A4 Plus-sized Journals:

- 1 book for English Journal (ELLE)
- 1 book for Math Journal (TOM)

Subject Files

- BTPS English File (Red)
- BTPS Math File (Blue)
- BTPS Mother Tongue File (Yellow)

Books to bring on 8 Jan, Thursday

Art Materials in Art bag/Recyclable Tote Bag (to be kept in school)

- Drawing block
- Oil pastels/crayons
- Coloured markers

Whiteboard set (including Folder)

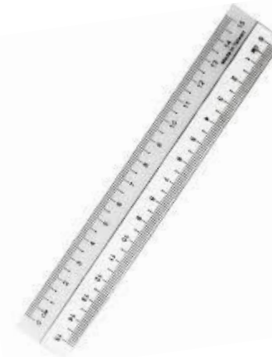
- A4 whiteboard
- Whiteboard marker
- Whiteboard duster

Things to bring daily

- English/Mother Tongue storybook

Note : MT storybook on Mon & Tue, English storybook on Wed, Thur, Fri

- Pencil case with **2** pencils, eraser, ruler, glue stick
- Colour pencils
- BT Kit
- Water bottle
- Whiteboard set with **duster** and **1 marker**
- A4 plastic folder for worksheets/forms
- Mother Tongue and Mathematics Textbooks



Snack Time matters

- Snack time is only about 10 minutes.
- Healthy food, easy to consume at the desk
- Some ideas: buns, biscuits, cereal bars, packet milk, dried fruit and nuts etc.
- Encouraged to pack the food in a **lunchbox**





Communication Platforms

Stay Connected!

(from 7a.m. to 5p.m.)

School General
Office

Email: bukittimahps@moe.edu.sg
Main Line: 6466 2863

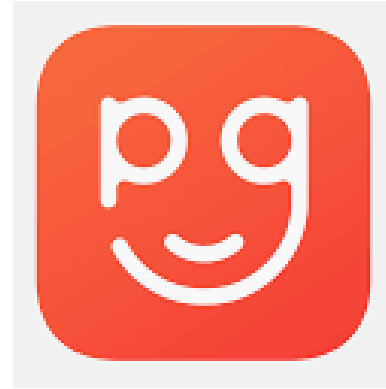
School Website

Form Teachers' email addresses

Other ways

Parents Gateway App (PG)
BT Kit (Student handbook)

Parents' Gateway



- Please download the app if you have not done so.
- Notifications from the school will be sent through the app.
- Form Teachers will also send announcements about important class matters.

QR Code for Finance and Admin Matters



<https://go.gov.sg/btps-p12026-studenthub>

Mandatory


- 1) MOE Student Details Form by **29 Dec 2025**.
*Singpass required.
- 2) Declaration of Medical Information and Learning Needs
- 3) Onboard of Parents Gateway (PG)

Others

- 4) Giro and Edusave Standing Form
- 5) School uniform and nametag
- 6) Purchase of books
- 7) Student Care Centre
- 8) School Bus Services
- 9) MOE Financial Assistance Scheme

Please take
the next
5-10 minutes
to complete
the
survey.
Thank you.



The image features a large white circle centered on an orange background. Inside the circle, the text "Q & A" is written in a black, sans-serif font. On the left side of the circle, there is a dashed yellow arc. On the bottom right edge of the circle, there is a small solid blue circle.

Q & A