



Keming Primary School (90 Bukit Batok East Ave 6 Singapore 659762)

Email: kemingscc@knowledgepark.com.sg

Mobile: 96568414

10<sup>th</sup> July 2017

Dear Parents/Guardians

### **STUDENT CARE SERVICES @ KEMING PRIMARY SCHOOL**

**Knowledge Park Educare (SC) Pte Ltd (KPE)** is the appointed operator for Student Care Centre at Keming Primary School.

Knowledge Park was founded in 1991 and we have more than 20 years of experience providing quality educational services and student care services to thousands of students throughout Singapore. Currently, we have community and school based centres island-wide.

Through our Knowledge Park Systemic Learning Framework, we strongly advocate the partnership between the School, the Parents and the Centre to provide a safe, caring, positive and stimulated learning environment. We are also supported by professional educational psychologists and family therapists.

With our unique programme, you will be assured to leave your child in our care. We provide the following as part of holistic development for each child:

- Homework Supervision
- Character Development
- GEMS Time (Holistic Development Programme )
- Outdoor Activities

### **Operating Hours**

Our operating hours are:

- Monday to Friday (during school days) – 1.00 pm to 6.30 pm
- Monday to Friday (during non-school days) – 7.30 am to 6.30 pm
- We are closed on Saturdays, Sundays and gazetted Public Holidays.
- Other closure dates will be communicated to the parents via the Communication Booklet.

## Daily Schedule

TIME	MON	TUE	WED	THU	FRI
After School Hours	Wash Up / Lunch / Independent Reading / Free Play				
2.00 pm – 3.45 pm	Homework Supervision /				
3.45 pm – 4.00 pm	Tea-Break / Rest Time				
4.00 pm – 6.00 pm	<b>KP GEMS Time</b> (Character Development / GEMS Programme /Outdoor Activities / Reading Time)				
6.00 pm – 6.30 pm	Home Sweet Home				

## Fee Structure

S/N	Types of Fee	Fee	Remarks
1	Registration Fee	\$20.00	Enrolment Fee (non-refundable)
2	Refundable Deposit	\$280.00	Payable at initial enrolment (Off-set for last month)
3	Material Fee	\$50.00	Per Year
4	Holidays / Saturday Full Day Surcharge	\$5.00	\$5.00 per day.
5	Uniforms (3 Sets)	\$40.00	
6	Monthly Fee	<b>\$280.00</b>	Payable per month

## Admission Criteria

We have **only 20 places for Primary 1** Classes in 2018, priority of admission will be given to the following students:

- Students who are Singaporean and qualified for Financial Assistance Scheme (Gross income < S\$2,500 or <\$625 per capita Income)
- Students who are Singaporean with both working parents and no access to alternative childcare arrangements
- Students who are Singaporean with both working parents and has alternative childcare arrangements
- The remaining vacancies will be opened to all students from Keming Primary School.

All applications will be reviewed and decided by the school committee.

***Due to the limited slots available, parents are advised to seek alternative care arrangements as well.***

## **Student Care Financial Assistance Scheme (SCFA)**

Student care subsidies are provided by the Ministry of Social and Family Development (MSF). The SCFA scheme is available to families whose gross monthly household income does not exceed \$4,000 or gross per capita income not exceeding \$1,000. Please refer to <https://www.msf.gov.sg/Comcare/Pages/ComCare-Student-Care-Subsidies.aspx> for more information.

### **Registration Process**

Registration is opened until **18-AUGUST-2017 (FRIDAY)**. For immediate registration, we offer the following options:

#### **Option 1**

1. Online registration: please visit [www.knowledgepark.com.sg/kemingscc](http://www.knowledgepark.com.sg/kemingscc)

#### **Option 2**

2. Email registration: please submit the completed registration form and email to [kemingscc@knowledgepark.com.sg](mailto:kemingscc@knowledgepark.com.sg)

#### **Option 3**

3. Alternatively, you may also submit your registration form and full set of documents at the Drop-In Box at the Knowledge Park Student Care Centre in the School before **18-AUGUST-2017**.

We will announce the **outcome of your application on 12<sup>th</sup> September 2017 via email**.

For more information, please contact us at **96568414**.

We look forward to partnering with you to enrich your child's learning journey with us.

Yours Sincerely,

*Tiffany Ng*

Ms Tiffany Ng

Centre Manager

Knowledge Park Educare (SC) Pte Ltd (Keming Primary School)