



South View Primary School

6 Choa Chu Kang Central Singapore 689762. Tel: +65-67697176 • Fax: +65-67631091
Email: svps@moe.edu.sg • Website: www.southviewpri.moe.edu.sg

2 April 2018

SVPS/18/0149

Application for Parent Volunteer for P1 2020

Thank you for your interest in applying to be a parent volunteer in South View Primary School for your child born in 2013.

For the past few P1 registration exercises, South View Primary School has seen high rates of application for Primary 1 places. The first instance of balloting in phase 2B happened in the 2009 exercise and a number of our parent volunteers were not successful in securing a place. Following that experience, we reduced the number of parent volunteers for the subsequent P1 registration exercises in anticipation of a smaller number of parent volunteer places for phase 2B. We are glad that the reduction in the number of parent volunteers resulted in the avoidance of balloting for phase 2B.

As you will be participating in the 2019 Primary 1 registration exercise, we would like to advise you that there is a possibility that there may not be any/sufficient places available under phase 2B for parent volunteers. This is dependent on the number of registrants during the earlier phases (Phase 1, 2A1 and 2A2) and the school is not able to forecast or influence the outcome. In addition, please note that phase 2B eligibility includes active community leaders. Should the number of applications exceed the number of vacancies, priority will be given in the following order:

- Children who are Singapore Citizens
- Children who are Singapore Permanent Residents

Within each of the above categories, balloting will be conducted if applications exceed the number of vacancies.

If you are considering to apply as a parent volunteer in other schools, our advice is that you go ahead. Should you be selected by us subsequently, you may then decide which school you would like to serve.



To assist us in our selection of parent volunteers, please submit to us a detailed written proposal on how you intend to serve the school as a parent volunteer. The areas that the school is in need of your contributions are:

- Extensive Reading Programme (Parent Volunteers must be able to commit time on Wednesday afternoons)
- Library Programme activities during weekdays
- Enhancements to the school environment
- Professional photography/videography and editing for school activities and events
- Chaperones for school activities and events
- Managing traffic in the morning

Please also state in your proposal how you intend to deconflict your work and family commitments with serving the school as a parent volunteer. Your proposal should reach us no later than 27 April 2018. Shortlisted candidates may be invited to submit a more detailed proposal and/or may be asked to attend an interview. We regret that we will not consider late applications or applications without a written proposal.

We seek your understanding that the measures that we are taking are meant to ensure we do not take in too many parent volunteers whom we may have to disappoint in next year's P1 registration should there be insufficient places.

Please do not hesitate to contact our Admin Manager, Ms Phyllis Kee at Phyllis_KEE@schools.gov.sg or Vice-Principal (Academic / 2), Ms Achary Gopalan Shiyamala at Shiyamala_Achary_Gopalan@schools.gov.sg or call the General Office at 6769 7176 if you have any queries or require any clarification.

Yours sincerely,



Mdm Sharida Batcha Sahib
Principal



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Parent Volunteer Application Form

PV No.
For official use

Child's Admission Year 2020

Particulars of Child's Father

Name _____ NRIC No _____

Citizenship _____ Age _____ Race _____

Qualification _____ Occupation _____

Employer/Organisation _____

Email _____ Tel (H) _____ Tel (O) _____ Tel (HP) _____

Particulars of Child's Mother

Name _____ NRIC No _____

Citizenship _____ Age _____ Race _____

Qualification _____ Occupation _____

Employer/Organisation _____

Email _____ Tel (H) _____ Tel (O) _____ Tel (HP) _____

Particulars of Child

Name _____ BC No _____ Sex _____

Date of Birth _____ Citizenship _____

Address Block _____ Unit # _____

Street _____ Postal Code _____

Please attach the following:

1. Parent Volunteer Proposal
2. Photocopy of Child's Birth Certificate (Singapore Citizen)
Birth Certificate/Entry/Re-Entry Permit (Singapore PR)



Important Notes

1. Parent Volunteer application is subjected to approval by the school interview panel.
2. Parent Volunteers must complete at least 40 hours of service by 30th June of the year of registration before the child is eligible to register under Phase 2B of the Primary One Registration Exercise.
3. Only children who are Singapore Citizens or Singapore Permanent Residents are eligible for registration under Phase 2B of the Primary One Registration Exercise.
4. Should the number of applications (including active community leaders) exceed the number of vacancies, priority will be given in the following order:
 - a. Children who are Singapore Citizens
 - b. Children who are Singapore Permanent Residents

Within each of the above categories, balloting will be conducted if applications exceed the number of vacancies. Places will be balloted according to the order of priority based on home-school distance categories, i.e. within 1 km, between 1 & 2 km and outside 2 km.

5. The number of hours served will not be the sole criterion to rank Parent Volunteers in the waiting list should they be unsuccessful in securing a place in Phase 2B.
6. The Parent Volunteer Scheme is aimed at encouraging the “sense of service” to the schools and seeks to involve parents in their child’s educational journey. It is not just primarily about getting priority at registration.
7. Completed application forms together with original copies of Birth Cert/Entry/Re-entry permits are to be submitted at the school’s general office.

Name & Signature of Father Name & Signature of Mother Date

For Official Use Only

Status: Approved / Not Approved		
Remarks: _____		

_____	_____	_____
Name & Signature (P/VP)	Name & Signature (VP/HOD)	Date