



# PAYA LEBAR METHODIST GIRLS' SCHOOL (PRIMARY)

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An outstanding school of choice producing women of fine character  
with a passion for life and learning



1 September 2016

Dear Parents

## **Tighter School Safety and Security Measures**

As part of the school's regular review to ensure safety and well-being of our students, we have been monitoring our safety measures. We have observed the increasing number of vehicles entering the school compound after school. Similarly, more parents are coming into the school canteen to wait for their child. I am sure you would agree that this compromises security of the school. With effect from Term 4 2016, we will be tightening our security measures as follows:

- a) Access to school via Main Gate at school dismissal will be restricted
- b) Waiting in the canteen for your child will be disallowed

2) The opening hours of all gates for dropping off in the morning remains unchanged. The opening hours for the Side Gate and Jalan Lokam for dismissal also remains unchanged.

What will change will be the opening hours for vehicle entry via Main Gate at dismissal and on Enrich/ Remedial days. The change for the Main Gate is reflected as follows:

<b>Opening Hours of School Gates for Picking Up at Dismissal Time (wef Term 4, 2016)</b>			
Gate	<b>Main Gate</b> (Lor Ah Soo)	Side Gate (Blk 134, Hougang Ave1)	Jln Lokam Gate
Dismissal time			
1.40pm (Monday- Friday)	*2pm – 2.20pm (new timing)	1.40pm – 2.15pm (no change)	1.40pm – 2.15pm (no change)
3.45pm (Tuesday&Thursday) Enrich/ Remedial days	*4pm – 4.20pm (new timing)	3.45pm – 4.15pm (no change)	3.45pm – 4.15pm (no change)

*\*After the school buses have left the compound.*

3) During the opening hours of Main Gate for dismissal (as highlighted in table above), parents can drive in to pick up your child at the canteen area as this is a safe place for pick up. Students will wait at the round tables in the canteen and hop into the car once their parents drive in. As the Main Gate will be closed at 2.20pm and 4.20pm respectively, parents who are late will not be allowed to enter the school premises. Parents will then park at the nearby car parks and walk over to pick up your child at the walkway at the Main Gate.

4) Parents will also no longer be allowed to wait for your child in the canteen. Instead, you may wait at the walkway at the Main Gate. This applies to both parents who drive and those who do not. For parents who do not drive, you may pick up your child from the walkway at the Main Gate or from the other two gates (refer to opening hours of gates).

5) When the Main Gate is closed, students will wait for their parents at the walkway at the Main Gate. Parents will park at the nearby carparks and walk over to pick their child from the walkway. To ensure safety, we will be extending the space along the walkway. We will also be issuing car decals to parents and will inform you in due course.

6) I understand that the new measures for the Main Gate may incur some inconvenience. However, I seek your understanding as we want to make the school a safer place for our girls. We seek your co-operation and understanding to follow the tighter safety measures, and to work with my security on these. Do also continue to be mindful not to inconvenience the residents in our neighbourhood. Let's continue to work together to provide a safe and secure environment for learning for our girls.

Chua Soh Leng (Ms)  
Principal