




Ref: ADP2024/0085


11 October 2024

Dear Parents,

We welcome you and your child to Admiralty Primary School. Before your child begins his/her journey with us, please take some time to go through some administrative details as follows:

S/N	Application	Description	Form Link
1.	Parents Gateway (PG) (Compulsory)	Parents Gateway (PG) is a mobile app developed by MOE to support parents' involvement in their child's education journey. Deadline: By 18 Oct 2024 If you are not able to access PG after successful login, please email us at admiralty_ps@moe.edu.sg	See Annex A to set up PG on your mobile devices.
2.	Official Communication Channels (Compulsory)	We will be forming a broadcast group on WhatsApp as another mode of communication. Please save our school's contact information in your personal devices.	School Tel: 63620598 School H/P: 83314214
3.	Edusave and Giro Standing Order (Compulsory)	Edusave* and Giro Standing Order is to facilitate a hassle-free process for payments, refund of fees, enrichment prog and other charges. Deadline: By 29 Nov 2024 <i>* Edusave Standing Order is applicable for SC child only</i>	For Singapore Citizen (SC) child, see Annex B for the Information sheet. For Non-Singapore Citizen (non-SC) child, see Annex C for the Information sheet
4.	Student Details Form (SDF) (Compulsory)	MOE will be collecting yours and your child's personal details via SDF. Deadline: By 31 Dec 2024	Look out for the notification in mid-November via PG.
5.	Financial Assistance Scheme (Optional)	This is applicable to Singapore Citizens (SC) child who requires financial assistance. To check if your child is eligible, please visit:	https://go.gov.sg/fas2025  <small>MOE/SG-66-14742023</small>



		https://www.moe.gov.sg/financial-matters/financial-assistance	
6.	POSB Smart Buddy (Optional)	POSB Smart Buddy is the official partner of our school for e-payment in the canteen and school bookshop. We encourage you to come onboard this programme.	https://go.gov.sg/smartbuddyposb 
7.	Purchase of Textbooks and Uniforms (Compulsory)	Our school bookshop and uniform vendors offers two modes of purchase: Walk-in and Online Order. We will inform you of the sale schedule and other relevant information via PG.	Look out for the notification in mid-November via PG.
8.	Registration for School Bus Transport Service and/or Student Care Services (Optional)	Please visit their respective booth during the P1 Orientation Day.	Visit our school website at https://www.admiralty_pri.moe.edu.sg for more details.

We look forward to partnering you in your child's education journey. Please contact us at admiralty_ps@moe.edu.sg or 63620598 for any enquiries.

Best Wishes,
Mr Hamri A Jalil
Vice-Principal (Administration)