

2 Days Cultural & School Immersion Programme to Malacca for Primary 4 Students

2 – 3 March, 7 – 8 March & 9 – 10 March 2017



Pre-Trip Briefing for Parents

10 February 2017

Agenda

- General
- Objectives
- Departure and arrival
- Itinerary
- Tour package
- Packing list
- Safety

Malacca (Melaka)



Third smallest Malaysian state, after Perlis and Penang.

This historical city centre has been listed as a UNESCO World Heritage Site since 7 July 2008.

About 235 km from Singapore.

Objectives

Instil life skills and global awareness through:

- Cultural exchange with students in Malacca;
- Exposing students to the Malaysian culture;
- Understanding the importance of international relations.

Departure and Arrival

Classes	Departure 6.45 a.m. from school	Arrival 6 to 7 p.m. at school
Group 1: 4-Compassion 4-Attentiveness	2 March 2017 (Thursday)	3 March 2017 (Friday)
Group 2: 4-Integrity 4-Patience	7 March 2017 (Tuesday)	8 March 2017 (Wednesday)
Group 3: 4-Harmony 4-Modesty	9 March 2017 (Thursday)	10 March 2017 (Friday)

Note: Students to be in school hall **by 6.15 a.m.**
No refund for latecomers after the group has departed the school.

General Information

	Advisor	Lead Teacher In-Charge
Group 1	Mr Nelson Nai	Mr Firdaus
Group 2	Mrs Thomas	Miss Wong Liyun
Group 3	Mrs Lynnette Tan	Madam Rebecca Lee

Student Matters

- Students will be paired in buddies (same gender) and assigned rooms.
- The Staff to student ratio is a minimum of one adult to 10 students for safety consideration.
- Students will be briefed before the trip. It will include the objectives, requirements, do's and don't and safety-related issues.
- Students will be given an activity booklet for the trip.

Itinerary - Day 01 Singapore – Malacca

Time	Activities
6.15 a.m.	<ul style="list-style-type: none">• Assemble in the school hall
6.45 a.m.	<ul style="list-style-type: none">• Depart from school• Stop <i>en route</i> for toilet break at Machap
12.30p.m.	<ul style="list-style-type: none">• Estimated arrival at Kampong Parit Penghulu.• Kampong activities at various stations. i.e. Hands-on basketry, batik painting etc.• Lunch at the kampong
6.00 p.m.	<ul style="list-style-type: none">• Dinner at a local restaurant
7.00 p.m.	<ul style="list-style-type: none">• Depart for hotel – Ramada Plaza Melaka• Safety brief at hotel function room
9.00 p.m.	<ul style="list-style-type: none">• Lights out

Itinerary - Day 02 Singapore – Malacca

Time	Activities
6.30 a.m.	<ul style="list-style-type: none">• Wake-up call by hotel
7.30 a.m.	<ul style="list-style-type: none">• Buffet breakfast in hotel
8.30 a.m.	<ul style="list-style-type: none">• School visit
11.00 a.m.	<ul style="list-style-type: none">• Mini Malaysia
1.00 p.m.	<ul style="list-style-type: none">• Lunch at a local restaurant
2.00 p.m.	<ul style="list-style-type: none">• Depart for Singapore• Stop <i>en route</i> for short break at Yong Peng
6.00 – 7.00 p.m.	<ul style="list-style-type: none">• Arrival in school

Tour Package

- Vendor: Siam Express Pte Ltd
- Usage of 45-seater Deluxe Air Conditioned Coach (*Singapore Registered with Seat Belts*)
- Service of **Singaporean tour manager** to assist the group & to maintain safety
- Service of Professional Educational **Malaysian tour guides** (one in each bus) with vast experience
- Service of a **certified nurse** to ensure the well – being of the students

Tour Package

- 1 night stay in 5-Star **Hotel Ramada Plaza**



- 1 breakfast , 2 lunches , 1 dinner (All HALAL)
- 2 bottles of mineral water for each participant daily for the 2 DAYS
- 1 Gardenia bun and 1 Vitasoy drink for each participant during departure from Singapore

Tour Package

- Entrance fees to places of interest are included in the package
- 1 banner for photography
- 1 lanyard with tour details for each participant
- 1 cap for each participant
- **GROUP TRAVEL INSURANCE : COMPREHENSIVE UOI INSURANCE INCLUDING UNLIMITED MEDICAL EVACUATION**

Kampong Parit Penghulu

Won the Best Homestay Award 2008/2009
from Melaka Tourism Promotion Board



Cultural activities



Lunch at Kampong Parit Penghulu



Accommodation at Hotel Ramada Plaza

Items provided:

- Bathroom slippers
- Soap / Shampoo
- Towels
- Toothbrush / toothpaste
- Mineral Water (2 bottles)



School Immersion

Objective :

To promote multi-lateral exchanges and mutual understanding across cultures through visits to school(s), participating in the lessons and/or communicating with the students.

Mini Malaysia



Packing List – Do not over-pack as it is for 1 night stay only.

- Students are expected to be dressed in PE T-Shirt, track pants and school socks and shoes.
- It is suggested that your child travels light and packs his/her bag according to the following:
 - Hand-carry / sling bag to remain small for easy movement.
 - Personal medication
 - Insect repellent
 - Thermometer
 - Money (Not more than \$50 Ringgit as we do not want students to overspend)
 - Personal toiletries including toothbrush, toothpaste. Shampoo, soap & towels provided in hotel
 - 1 extra set of PE T-shirt and track pants for the next day's change
 - 1 or 2 sets of personal inner wear
 - 1 extra pair of socks
 - Pen and other Stationery, book for reading
 - Sweater (certain places and the coach are air-conditioned)
 - No need to bring CAP as IPC has provided one for each participant
 - Disposable poncho in case of rain. Plastic bags to store wet clothing or dirty clothing
 - Camera (*Optional but the school will not be responsible for loss or damage*)
 - Clipboard (Optional)
- Other things to note:
 - DO NOT carry expensive items, watches , jewelleries, mobile phones. The school will not be responsible for loss or damage
 - DO NOT bring along electronic games (if found, the game will be kept with the teachers until we return to Singapore)
 - DO NOT store anything sharp in your hand-carry bag or on your body

Safety - Morning before the trip

Ensure your child has breakfast or pack a light meal.

If your child is unwell:

- Do not bring your child to school for the trip.
- Bring your child to see a doctor and get an official medical certificate. It may be used for refund for the trip.



Medication



For those students who are under medication or as a standby, we advise you to bring along your own medication and keep them intact in your pouch bags. Include the instructions clearly to administer the medication. Please ensure that your child is able to administer her own medication.

Kindly inform the teachers in charge of the type of medication your child is taking as a record. (eg for asthmatic case)

Safety – Emergency Contact

In case of emergency during the trip, please contact;

Mr Jon David
Siam Express Pte Ltd
HP: +65 93367144

Note

The contact number is strictly for emergency use.

Do not call to check on the child, passing message, checking what time coming back, asking child to call home using their own mobile phone, just to mention some examples. These are examples that has happen before on our school trips.

IPC (Mr Jon) reserve the right to refuse entertaining such calls and seek your understanding on the matter.

FAQ

How do I know if my child has arrived in Malacca safely?

- The school will send mass SMS to parents once they reached Kampong Parit Penghulu (Day 1)
- Another SMS will be sent when we are at Tuas Checkpoint (Day 2)
- Do ensure all contact numbers given are accurate

FAQ

How much does my child need to bring?

As all meals are included, students do not need any cash. However, if they want to get some souvenirs, they can bring some cash (**not more than 50RM**)

FAQ

Who will keep my child's passport?

- Teachers-in-charge of the group will keep the passports for the students
- Passports will be distributed to students only at the custom checkpoints
- All passports will be returned to students on Day 2 when they reached Pioneer Primary School