

K1 Orientation 2025

Kindergarten Care (KCare)

About KCare

01

KCare

02

**KCare
Programme**

03

**KCare Fees &
Subsidies**

04

Communication

Kindergarten Care (KCare)

- Provides care services in a safe and conducive environment for children to play, explore and discover through specially designed environments with carefully chosen resources[^]
- Time set aside for adequate rest
- Autonomy for children to decide what and how they want to play
- Situated within MK premises
- Operates from 12pm till 7pm, from Mondays to Fridays, including school holidays*
- Operated by MOE-appointed service providers, based on MOE requirements and guidelines



[^] Please note that KCare does not offer academic-related experiences. KCare is generally available to parents who require a full-day service for their child.

*Closes for 6 days each year, in addition to gazetted public holidays, Teachers' Day and Children's Day.

KCare Environment

Specially designed to provide a variety of play experiences



▲
Water play area



▲
Sensory garden



▲
Cookery

KCare Programme

a) Modular Activities

- Art & Craft
- Cookery
- Gardening
- Music, Movement & Dramatisation
- Sand & Water Play
- Tinkering



b) Free Play

- Construction & Manipulative Free Play
- Dramatic Free Play
- Outdoor Free Play
- Sand and Water Free Play



c) Dedicated Reading Time (at least 15 minutes)

- Daily dedicated reading time
- Nurture a love for reading and develop good reading habits



KCare routines and environment

School Holiday Health Check Areas Level 2



KCARE Operating hours

SCHOOL TERM: 12PM-7PM

SCHOOL HOLIDAY: 7AM-7PM

WE ARE CLOSED ON SATURDAYS, SUNDAYS AND GOVERNMENT GAZETTED PUBLIC HOLIDAYS.
WE OPERATE HALF-DAYS ON TEACHER'S DAY, CHILDREN'S DAY, CHRISTMAS EVE, NEW YEAR'S
EVE AND CHINESE NEW YEAR'S EVE.

WE ARE SCHEDULED TO CLOSE FOR AN ADDITIONAL 6 DAYS PER YEAR.
(2 ADDITIONAL DAYS FOR TEACHER'S DAY AND CHILDREN'S DAY)

KCare Dismissal Timing (Staggered)

Pick Up Point

Please follow the timings for arrival and dismissal of your child.

Dismissal (Staggered)

5.00pm, 5.30pm, 6.00pm, 6.20pm

5.00pm: Foyer

5.30pm: Foyer

6.00pm: Foyer

6.20pm: Foyer

Blackout timings to note:

12.00pm to 1.15pm(Transition & Lunch)

To note:

Parents to keep to the dismissal timing.

Adhoc Pick-Up Procedure

To ensure a smooth and secure pick-up process, please follow these steps:

Level 1 Gate 2 Lobby

- 1) **Notify KCare** at least **30 minutes before arrival** for adhoc pick-up.
- 2) Upon arrival at **Gate 2**, proceed to the **Security Guard** and present your **Authorization Pass**.
- 3) Security will **walkie KCare** with your child's name and class.
- 4) Collect a **TOKEN** from Security and proceed to **KCare Level 2 for K1 OR level 3 for K2**.
- 5) Show your **Authorization Pass** to the teacher for takeover.
- 6) **Check-out** via **QR scan** in the **Little Family Room**.
- 7) Return the **TOKEN** to Security at **Level 1** before leaving.



Thank you for helping us maintain a safe and organized environment for all children.

***Adhoc pickup timing is from 1.30pm to 4.50pm.**

Sample KCare Timetable (School Terms)

Time	Activities
7.00 – 8.00 a.m.	Arrival and Health Check at MOE Kindergarten
8.00 a.m. – 12.00 p.m.	MOE Kindergarten
12.00 p.m. – 12.30 p.m.	Arrival and Health Check
12.30 p.m. – 2.30 p.m.	Lunch, Wipe down, Rest / Nap
2.30 p.m. – 3.30 p.m.	Modular Activities / Indoor Free Play
3.30 p.m. – 3.45 p.m.	Afternoon Snack
3.45 p.m. – 4.00 p.m.	Dedicated Reading Time
4.00 p.m. – 5.00 p.m.	Modular Activities (Indoor/Outdoor) / Indoor/Outdoor Free Play
5.00 p.m. – 7.00 p.m.	Indoor / Outdoor Free Play, Quiet Time and Dismissal

Note:

- *MK will receive KCare children at arrival between 7.00 a.m. and 8.00 a.m.*
- *Both MK and KCare staff will work out an arrangement for the smooth handover of the children.*
- *Outdoor activities can only be conducted after 4.00 p.m.*

Sample KCare Timetable (School Holiday)

Time	Activity
7.00am - 9.00am	Arrival and Health Check, Breakfast
9.00am - 11.30am	Holiday Programme (including 15 mins of dedicated reading time)
11.30pm - 1.00pm	Lunch, Wipe down
1.00pm - 3.00pm	Nap
	Modular Activities
3.00pm - 4pm	Indoor and / or Outdoor Free Play (including 15 mins of dedicated reading time)
4.00pm - 4.15pm	Afternoon Snack
4.15pm - 7.00pm	Indoor and Outdoor Free Play / Dismissal

**Outdoor activities can only be conducted before 11.00 a.m. and after 4.00 p.m.*

Suggested Packing list

Suggested Daily Packing List

- 1. One extra set of MK uniform to change into every day**
- 2. A plastic bag to store wet or dirty clothes**
- 3. Small towel**
- 4. Hair accessories for girls (e.g. comb and rubber band)**

Optional:

- 1. Small Pillow/Blanket (to bring home everyday, needs to be kept in a zipped up bag)**

Please ensure all items are labelled.

Meals and Sample Menu

Monday	Tuesday	Wednesday	Thursday	Friday
Horfun	Mixed Grain Rice	Chicken Rice	Mixed Grain Rice	Spaghetti Bolognese
Minced chicken	Steamed Fish	Roasted Chicken	Sweet Sour Fish	Marinated Minced Chicken
Chye Sim and Carrot	Stir Fry Bok Choy	Stir Fry Cabbage	Pan Fry Broccoli	Cauliflower
Clear Tomato Soup	Carrot Soup	Cauliflower Clear Soup	Clear Carrot Soup	Mushroom Soup
Rock Melon	Watermelon	Rock Melon	Papaya	Honeydew

Sample Menu (teabreak)

Day Week	1	2	3	4	5
Monday	Honey stars with milk	Cheerios and milk	Honey stars with milk	Cheerios with milk	Honey stars with milk
Tuesday	Vanilla Wholemeal Cream Bun	Strawberry Cream Bun	Blueberry wholemeal cream bun	Chocolate cream bun	Strawberry Cream bun
Wednesday	Wholemeal bread with strawberry spread	Wholemeal bread with blueberry spread	Wholemeal bread with strawberry spread	Wholemeal bread with blueberry spread	Wholemeal bread with strawberry spread
Thursday	Cookie & Cream Wholemeal Cream Bun	Biscuit with milk	Butter Sugar Wholemeal cream bun	Biscuit with milk	Cookie & Cream Wholemeal Cream Bun
Friday	Peach and mango Yoghurt	Pandan Cake	Peach and mango Yoghurt	Cheese cake	Peach and mango Yoghurt

Schedule For First 2 Days of School

K1: 2 and 5 Jan 2026

Time	Programme
8.30 a.m. – 10.00 a.m.	MK
10.00 a.m. – 11.30 a.m.	KCare

LittleLives

CHECK-IN CHECK-OUT PROCEDURE



Valid: 12 Apr 2020

**Check in/check out by
scanning QR Code using
Little Family Room app**

Please take note that your child need to clock in at least 1 day in a month to qualify for subsidy

KCare Fees

Singapore Citizen	Singapore Permanent Resident
Up to \$207 (Fee shown above is after \$150 basic subsidy*)	Up to \$357

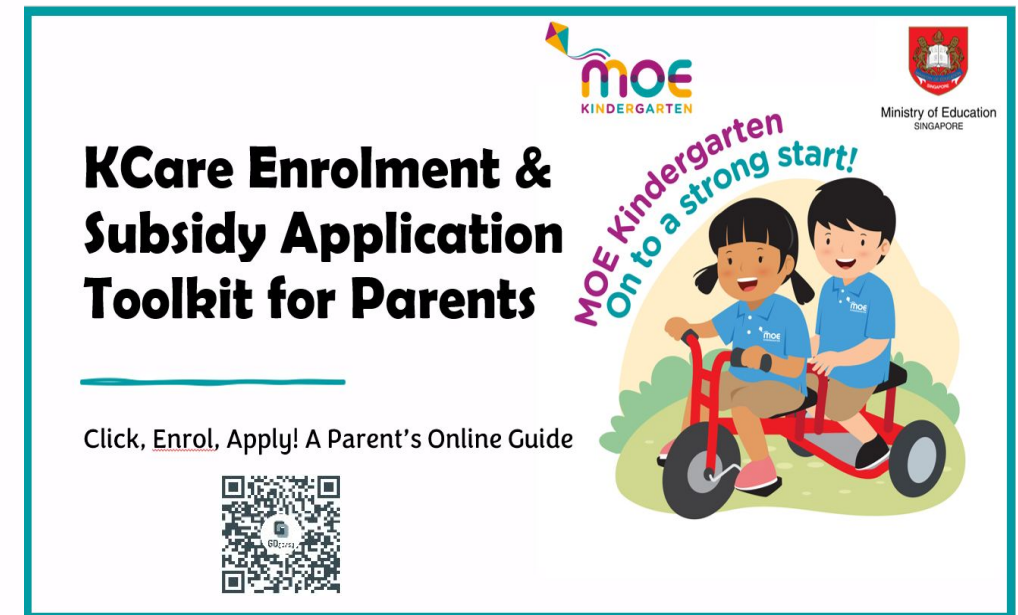
You may utilise the KCare Eligibility Calculator available on the MOE website to determine if your child qualifies for the KCare additional subsidy:

<https://moe.gov.sg/preschool/moe-kindergarten/kindergarten-care>

*Child must meet the minimum attendance requirement of one day per month at the centre to receive subsidies.

KCare Enrolment Requirement

- All children enrolling in KCare must submit an enrolment application
- Applicants are required to submit the application for their child's KCare enrolment online via go.gov.sg/kcare-application
- For step-by-step instructions, please refer to the “**KCare Enrolment & Subsidy Application Toolkit for Parents**” in the orientation package (see cover page on the right)
- Authentication through **Singpass login** is required
- One application is required for each child



KCare Enrolment Requirement

- If you are **eligible for KCare Additional Subsidies** (covered in the following slides), please select the **“KCare Enrolment and Additional Subsidy Application”** option to submit both applications **concurrently**.

ONLINE APPLICATION <https://go.gov.sg/kcare-application>

Application Type

Note: The KCare centre may contact you for further documentation if required for the enrolment process.

1. Please select the type of application you are submitting

☐ KCare Enrolment application

☐ KCare Additional Subsidy application

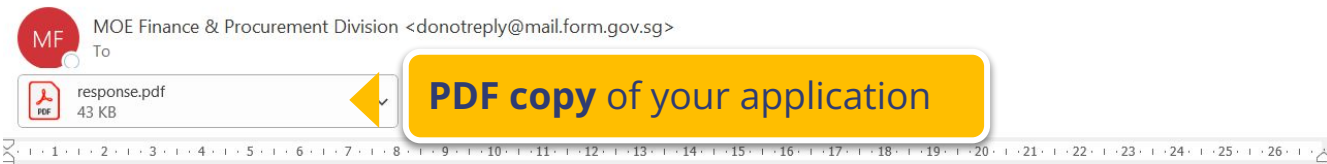
☒ KCare Enrolment and Additional Subsidy application

- If you are **not eligible for KCare Additional Subsidy**, please select **“KCare Enrolment Application”**.
- If you have earlier enrolled your child into KCare and subsequently become eligible for KCare Additional Subsidy, you may apply by selecting the **“KCare Additional Subsidy Application”** option.

KCare Enrolment Requirement

- Upon successful submission of your child's enrolment application, a copy of the application will be sent to your registered email address.
- Provide a copy of your **acknowledgment PDF** (refer to sample below) to your KCare centre.

Thank you for submitting MOE KCare Enrolment and Additional Subsidy (AS) Application



Response ID:

Dear Parent/Guardian (Applicant)

We have received your child/ward's KCare enrolment and/or KCare AS application.

Please be informed that the KCare centre will contact you directly to confirm your child/ward's enrolment. Enrolment confirmation is subject to the KCare centre's available vacancies and the KCare operator's policies, which may include the payment of a registration fee, deposit, and/or the first month's KCare fee, etc.

If you have also applied for the KCare AS, subject to the confirmation of KCare enrolment, please note that we will review your application based on the eligibility criteria and inform you of the outcome within 8 weeks from the point of form submission or ECDA KiFAS subsidy approval, whichever is later. The processing duration may be longer if additional supporting documents and/or clarifications are required.

Parent/guardian of child, who is an ECDA KiFAS subsidy beneficiary, may submit a new application for the KCare AS if there are any subsequent changes in the Household Income (HHI) or Per Capita Income (PCI), or changes in applicant's working status.

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Regards,
Finance and Procurement Division
Ministry of Education

KCare Subsidies

KCare subsidy is administered by MOE and provided in 2 tiers:

Basic Subsidy (BS)

- All Singapore Citizen (SC) children are eligible for and automatically given a Basic Subsidy of \$150 per month.
- No separate application is required

Additional Subsidy (AS)

- Provided in addition to Basic Subsidy upon approval of the AS application
- Tiered according to income level and provided to eligible applicants who meet the eligibility criteria

KCare Additional Subsidy

Eligibility Criteria for KCare Additional Subsidy (AS)

- Child must be a **Singapore Citizen** and an **existing beneficiary of the ECDA KiFAS subsidy*** upon subsidy application
- The applicant for the application must be the **mother or single father**
- The applicant must work **56 hours or more per month**
- Gross monthly household income of \$12,000 and below or per capita income of \$3,000 and below for larger families (5 or more family members in the same household with at least 3 dependents without income)

With effect from 9 December 2024, under the enhanced eligibility criteria, all families of Singaporean children with a gross monthly household income of up to \$6,000, or a PCI of up to \$1,500, will be eligible, regardless of the applicant's employment status.

*The Kindergarten Fee Assistance Scheme (KiFAS), which is administered by ECDA, is a means-tested subsidy to assist families in subsidising Kindergarten fees. The evaluation and eligibility of KCare AS depend on the outcome of ECDA KiFAS application.

KCare Additional Subsidy Eligibility Checker

You may utilise the KCare Eligibility Calculator available on the MOE website to determine if your child qualifies for the KCare additional subsidy:

<https://moe.gov.sg/preschool/moe-kindergarten/kindergarten-care>

KCare subsidy eligibility checker (applicable for SC child only)

An additional subsidy is also provided and this is tiered according to income levels. Enter the details to check whether your child is eligible for the additional subsidy:



My monthly household income is

\$

0



There are

0

people in my household.

I am a working mother or single father of my child.

Select...



SHOW ME MY OPTIONS

Special Approval for KCare Additional Subsidy

- KCare AS can be granted with special approval, on a case-by-case basis. If granted, the **amount and duration will depend on your circumstances**.
- For applicants who are not working*, you may apply for KCare AS (with supporting documents) if you are:
 - Seeking employment
 - Enrolled in course / training that is at least 56 hours a month
 - Medically certified unfit for work (e.g. due to pregnancy complications, hospitalisation, illness and/or permanent disability etc)
 - Caring full-time for family member due to medical reasons
 - Caring full-time for younger child aged 24 months & below
 - Receiving MSF's ComCare or under HDB Public Rental Scheme

*If the **applicant is on No-Pay Leave**, you will be considered as non-working as you do not meet the required criteria of working at least 56 hours per month.

KCare Subsidies

Minimum Attendance Requirement

- The child must meet the **minimum attendance requirement of one day per month** at the centre to receive subsidies, unless a valid medical certificate (MC) covers the entire month's absence (subject to MOE's approval). **MC must state the period of absence for the entire month.**
- MCs for 1 or 2 days will not be substantial to justify a full month's absence.
- Failure to meet the attendance requirement will result in the full KCare fee being payable for that month.

KCare Additional Subsidy

How do I apply for KCare Additional Subsidy (AS)?

- Applicants must submit their application for KCare AS online via go.gov.sg/kcare-application
- For step-by-step instructions, please refer to the **"KCare Enrolment & Subsidy Application Toolkit for Parents"**
- Authentication through **Singpass** login is required
- One application is required for each child
- To access the application via QR code, please refer to the **"KCare AS Application" brochure** provided in your orientation package (see brochure on the right)



KCare Enrolment and/or KCare Additional Subsidy Online Application

KCare Enrolment
All children enrolling in KCare must submit an enrolment application.
This enables KCare operators to process placements, with MOE facilitating the process. Confirmation is subject to the KCare centre's vacancies.

KCare Additional Subsidy
The KCare Additional Subsidy, administered by MOE, is provided in addition to the Basic Subsidy and is tiered according to household income levels.
The subsidy is granted upon the approval of the KCare Additional Subsidy application.

Who is Eligible?

- The child must be a Singapore Citizen and an existing beneficiary of ECDA KiFAS subsidy
- The applicant must be the mother or a single father who works 56 hours or more per month
- The family's gross monthly household income must be \$12,000 or below, or a per capita income of \$3,000 or below for larger families

Enhanced Eligibility
Families with Singaporean children and a gross monthly household income of up to \$6,000 (or per capita income of up to \$1,500) are eligible, regardless of the applicant's (mother or single father) employment status.

Special Approval
The Additional Subsidy may be granted on a case-by-case basis, with special approval, to non-working and non-parent applicants. Submission of supporting documents is required for consideration.

Non-working* Applicants who are:

- Seeking employment
- Enrolled in course / training that is at least 56 hours a month
- Medically certified unfit for work (e.g., due to pregnancy complications, hospitalisation, illness and/or permanent disability)
- Caring full-time for family member due to medical reasons
- Caring full-time for younger child aged 24 months & below
- Receiving MSF ComCare or under HDB Public Rental Scheme

* A non-working applicant refers to one who works less than 56 hours per month

Non-parent Applicants
For non-parent applicants (e.g., legal guardians, foster parents, grandparents, relatives, and children's home representatives), you are required to submit either one of the following documents:

- Legal documents and/or Court Order
- Letter of Recommendation and/or Social Report

To submit your application, please scan the QR Code or visit go.gov.sg/kcare-application



KCare Additional Subsidy

Special Cases

- Non-parent applicants (e.g., legal guardians, foster parents, grandparents, relatives, and children's home representatives) will be required to submit relevant supporting documents.

Subsidy Assessment and Processing Timeline

- The commencement date for the KCare AS is determined based on the enrolment date, ECDA KiFAS subsidy effective start date or application date, whichever is later.
- **Backdating of the KCare AS start date is not permitted.** To avoid delays in receiving the KCare AS, please **submit your application as early as possible**.
- The average processing time is about **8 weeks from the point of application submission or ECDA KiFAS subsidy approval**, whichever is later.

HOW TO READ LITTLELIVES SCHOOL FEES

- ISSUE INVOICE ON THE 1ST OF EVERY MONTH

Program List

Add Program to Child

2025 School Fees

01 Jan 2025

\$327.52

Invoices and Receipts

Fee Activities

Outstanding Invoices

Filter by Date

2025 School Fees (February 2025) Invoice Issued: 01 Feb 2025, No.: 20250200002	\$357.00	<div>View</div> <div>Pay</div>
2025 School Fees (January 2025) Invoice Issued: 01 Jan 2025, No.: 20250100002	\$357.00	<div>View</div> <div>Pay</div>

HOW TO READ LITTLELIVES SCHOOL FEES

- ISSUE INVOICE ON THE 1ST OF EVERY MONTH

Item Group		
Description	Quantity	Amount
2025 School Fees (September 2025)	1	\$327.52
Price payable excludes GST:		\$327.52
Add GST 9% :		\$29.48
Price payable includes GST:		\$357.00

Remarks

Please kindly make payments before the 8th of the month that the invoice is due.

Electronic payment means (e.g. Standing Instructions, Internet Banking, PayNow) are preferred. Please quote your child's name and level when making payments (e.g. Adyan Tan P3 Resilience)

An additional receipt shall be issued for Government subsidies (e.g. Basic Childcare Subsidy, Additional Childcare Subsidy, SCFA) when we receive the payments later in the month.

Payments

Date	Mode	Payment Reference	Payment Remark	Receipt No.	Amount
25 Sep 2025	GIRO		MOE BASIC SUBSIDY - SEPT 2025	20250900233R02	\$150.00
25 Sep 2025	GIRO		MOE ADDITIONAL SUBSIDY - SEPT 2025	20250900233R03	\$94.00
10 Sep 2025	GIRO		KCARE SCHOOL FEES - SEPT 2025	20250900233R05	\$113.00

Payment method

- Nets CDA machine (KCare Level 3)
- Internet Banking (DBS A/C No:072-131437-1)
- PayNow QR code
- Giro (CDA/Non-CDA account, 7th of every month)



**Remember to key in your child's
name and level under Reference.
E.g. "John Tan Xiao Ming K1"**

Communication

We encourage and appreciate frequent communication between the KCare operator and parents.

We can be reached at:

- Email: KCASN@rafflesstudentcare.com
- Phone/Whatsapp: 8952 7254
- All registered KCare children will be issued a LittleLives account for direct communication between parents and centre staff.
- Download “Little Family Room” app.

You can check in with
**Little Family
Room now!**



Q & A
THANK YOU!





Ministry of Education
SINGAPORE

