

DECLARATION OF ALTERNATIVE CHILD-CARE ARRANGEMENTS (DACA)

Step-By-Step Guide

Step 1: Instructions for DACA

Parents must read the instructions first before submitting the online DACA

2024 Primary One (P1) Registration Declaration of Alternative Child-care Arrangements (DACA)

Declaration of Alternative Child-care Arrangements (DACA)

15 mins estimated time to complete

Log out

Instructions

PART 1: REGISTERING CHILD'S INFORMATION

PART 2: PARENTS' INFORMATION

PART 3: GRANDPARENT'S OR PARENT'S SIBLING'S INFORMATION

PART 4: PARENT'S CONTACT

PART 5: DECLARATION

Instructions

You must make a declaration of alternative child-care arrangement for your child's P1 registration if you want to use the address of a grandparent or parent's sibling (i.e. caregiver, living within 2km of your school of choice).

Only the parent who made the declaration can use the approved caregiver's address to register your child on the P1 registration portal. The other parent will not be able to do so.

Please allow at least 3 working days for your application to be processed. You must receive the approval email from MOE before you can register your child for P1 using the caregiver's address.

You can make a declaration if you meet both conditions:

- You and your spouse are both working full-time.
- Your child is under the care of a grandparent or a parent's sibling.

The following information is required for the online declaration:

- Child's full name
- Child's Birth Certificate number
- Child's date of birth
- Parent's contact
- Caregiver's address

Parents will need to upload the following documents in JPG (preferred) or PDF format:

- NRICs of both parents
- NRIC of caregiver - child's grandparent or parent's sibling
- Documents showing the relationship of parent and caregiver (such as birth certificate of a parent, to prove the relationship to the child's grandparent, or the birth certificate of the parent's sibling, to prove the sibling relationship)

You will be informed of the outcome via email.

If balloting is required:

If the caregiver's address is within 2km of the school, your child will be balloted together with those of the same citizenship living between 1km to 2km of the school. This is regardless of how close the caregiver's address is to the school.

If the caregiver's address falls outside 2km of the school, your child will be balloted together with those of the same citizenship living outside 2km of the school.

If your child gains priority admission into a school through his/her home-school distance category based on the caregiver's address, you will continue the childcare arrangement at the caregiver's address for at least 30 months from the commencement of the 2024 P1 Registration Exercise on 2 Jul 2024. If not, MOE has and will transfer your child to another school with vacancies.

Children who have been admitted based on false information will be transferred to another school with vacancies.

This form will take you about 15 minutes to complete.

Step 2: Registering Child's Information

2024 Primary One (P1) Registration Declaration of Alternative Child-care Arrangements (DACA)

Instructions

- PART 1: REGISTERING CHILD'S INFORMATION
- PART 2: PARENTS' INFORMATION
- PART 3: GRANDPARENT'S OR PARENT'S SIBLING'S INFORMATION
- PART 4: PARENT'S CONTACT
- PART 5: DECLARATION

PART 1: REGISTERING CHILD'S INFORMATION

1. Number of children that you are submitting the declaration for

1

Information of Registering Child

2. Registering Child's Name
Enter Registering child's name as in birth certificate

3. Registering Child's Date of Birth
Child should be born between 2 January 2018 and 1 January 2019 (both dates inclusive)

dd/mm/yyyy

4. Registering Child's Citizenship

Singapore Citizen

Permanent Resident

5. Registering Child's Singapore Birth Certificate (BC) / Singapore Citizenship Certificate / Entry or Re-entry Permit

Date of birth will auto-display upon selecting a valid Year, Month and Day.

Step 3: Parents' Information

2024 Primary One (P1) Registration Declaration of Alternative Child-care Arrangements (DACA)

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- PART 2: PARENTS' INFORMATION
- PART 3: GRANDPARENT'S OR PARENT'S SIBLING'S INFORMATION
- PART 4: PARENT'S CONTACT
- PART 5: DECLARATION

PART 2: PARENTS' INFORMATION

6. Name

PHUA CHU KANG

7. Registered address

411 CHUA CHU KANG AVE 3, #12-3, SINGAPORE 238823

8. Parent's Marital Status

Married

9. Upload back of both parents' NRIC for verification
Only the side of the NRIC with parents' address, clearly shown, is required.
File type: JPG (preferred) or PDF

Choose file or drag and drop here

Maximum file size: 1 MB

10. Parent's Occupation

11. Parent's Company

12. Second Parent's Name

13. Second Parent's NRIC

14. Second Parent's Occupation

15. Second Parent's Company

You will need to upload only the side of both parents' NRIC with the address clearly shown.

Step 4: Caregiver's Information

2024 Primary One (P1) Registration Declaration of Alternative Child-care Arrangements (DACA)

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PART 4: PARENT'S CONTACT

PART 5: DECLARATION

PART 3: GRANDPARENT'S OR PARENT'S SIBLING'S INFORMATION

You will need to upload back of the grandparent's or parent's sibling's NRIC. You must be prepared to produce additional documents to MOE, upon request.

12. Grandparent's or Parent's Sibling's Name

13. Grandparent's or Parent's Sibling's NRIC

14. Relationship to the Child

Select an option

15. Upload Document showing Relationship between Parent and Caregiver

File type: JPG (preferred) or PDF

Choose file or drag and drop here

Maximum file size: 1 MB

16. Grandparent's or Parent's Sibling's NRIC Address (Street Name)

e.g. Temasek Street 11

17. Grandparent's or Parent's Sibling's NRIC Address (Level) (optional)

Not applicable for landed property

Select an option

18. Grandparent's or Parent's Sibling's NRIC Address (Unit Number)

e.g. 77

19. Grandparent's or Parent's Sibling's NRIC Address (Postal Code)

e.g. 090004

20. Upload back of the Grandparent's or Parent's Sibling's NRIC for Verification.

Only the side of the NRIC with Grandparent's or Parent's Sibling's address, clearly shown, is required.

File type: JPG (preferred) or PDF

Choose file or drag and drop here

Maximum file size: 1 MB

You will need to upload the document showing relationship between parent and the caregiver.

The birth certificate of the parent can prove the relationship between the child's grandparent and parent; or the birth certificate of the parent's sibling which can prove the sibling's relationship with the parent.

You will need to upload only the side of the Grandparent's or Parent Sibling's NRIC with the address clearly shown.

Step 5: Parent's Contact

2024 Primary One (P1) Registration Declaration of Alternative Child-care Arrangements (DACA)

PART 4: PARENT'S CONTACT

17. Mobile number

9876 5432

18. Alternative Mobile Number (optional)

19. Email

Please ensure that you have entered a valid email. Upon successful submission of the declaration, an acknowledgement will be sent to this email. MOE may contact you at this email should further clarifications and / or additional documents are required.

Upon successful submission of the online declaration, an acknowledgement will be sent to this email.

Step 6: Declaration

2024 Primary One (P1) Registration Declaration of Alternative Child-care Arrangements (DACA)

PART 5: DECLARATION

20. To be completed by Parent
I declare, agree and undertake that:

- i. My spouse (if any) and I are both working full-time.
- ii. My child is under the care of his/her grandparent or my/my spouse's sibling who is currently residing at the address that I have used for Primary 1 Registration ("Caregiver Address").
- iii. If my child gains priority admission into a school through his/her home-school distance category based on the Caregiver Address, I will continue the childcare arrangement at the Caregiver Address for at least 30 months starting from the commencement of the 2024 Primary 1 Registration on 2 Jul 2024.
- iv. Where any of the above conditions at any time fail to be met, the Ministry of Education reserves the right to transfer my child to any school in its sole discretion and I will have no say in the choice of the school.

I further acknowledge, understand, and agree that:

- i. All the information provided by me is true and correct.
- ii. Providing any false information is a criminal offence punishable under Section 182 of the Penal Code 1871, and the punishment for such an offence is imprisonment for up to two years or a fine or both.
- iii. My provision of any false information in this form may result in my child being removed from the school and enrolled in any school as may be determined by the Ministry of Education in its sole discretion.
- iv. Information given by me in this form will or is likely to be used by a public servant for the purposes of a) evaluating if my child should be granted priority admission into a school through his/her home-school distance category; and b) placing my child in a school in general.
- v. The Government of Singapore may collect, use, and disclose any personal data, which I have provided for the purpose of my child's Primary 1 Registration and, where my child is enrolled, for administering and managing my child's relationship with his/her school and the Ministry of Education.

I have read and agreed with the above declaration.

Submit now

Read the declaration and click on the radio button to acknowledge having read and agree with the declaration.

Then click on the "Submit now" button to submit the online declaration.

An acknowledgement will be sent to the email provided upon successful submission of the online declaration.

Step 7: Check your email "Inbox" and Junk" folder for the receipt of the acknowledgement email shown below

2024 P1 Registration Exercise - Alternative Child-care Arrangement Declaration

Ministry of Education <donotreply@mail.form.gov.sg>

To

This is an internet email. If you are unsure of the content, please check the source before you respond.

DACA_TEST.pdf 9 KB

1-DACA_TEST.pdf 9 KB

2-DACA_TEST.pdf 9 KB

response.pdf 49 KB

Thu 11/4/2024 1:50 pm

Dear Parent

- You have successfully submitted the 2024 Primary One (P1) Registration online Declaration of Alternative Child-care Arrangements (DACA) for your child.
- MOE may contact you should further clarifications and/or documents are required. You will be informed of the outcome of the application through email. You must receive the approval email from MOE before you can register your child for P1 using the caregiver's address.
- Only the parent who made the declaration can use the approved caregiver's address to register their child through the P1 registration portal. The other parent will not be able to do so.
- You have declared, agreed, and undertaken that:
 - i. My spouse (if any) and I are both working full-time.
 - ii. My child is under the care of his/her grandparent or my/my spouse's sibling who is currently residing at the address that I have used for Primary 1 Registration ("Caregiver Address").
 - iii. If my child gains priority admission into a school through his/her home-school distance category based on the Caregiver Address, I will continue the childcare arrangement at the Caregiver Address for at least 30 months starting from the commencement of the 2024 Primary 1 Registration Exercise on 2 Jul 2024.
 - iv. Where any of the above conditions at any time fail to be met, the Ministry of Education reserves the right to transfer my child to any school in its sole discretion and I will have no say in the choice of the school.

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- iii. My provision of any false information in this form may result in my child being removed from the school and enrolled in any school as may be determined by the Ministry of Education in its sole discretion.
- iv. Information given by me in this form will or is likely to be used by a public servant for the purposes of a) evaluating if my child should be granted priority admission into a school through his/her home-school distance category; and b) placing my child in a school in general.
- v. The Government of Singapore may collect, use, and disclose any personal data, which I have provided for the purpose of my child's Primary 1 Registration and, where my child is enrolled, for administering and managing my child's relationship with his/her school and the Ministry of Education.

Thank you.

Ministry of Education
