



BARTLEY SECONDARY SCHOOL

10 JALAN BUNGA RAMPAI SINGAPORE 538403

TEL: 62889013 FAX: 62805595

Email: bartley_ss@moe.edu.sg

17 September 2025

Dear Parents/Guardians,

I would like to extend a warm welcome back to school. I hope you and your child/ward had a restful and enjoyable break.

As we progress into the final term of 2025, I seek your continued support so that we can continue to provide our children with the best possible learning experiences in a safe and conducive manner.

In this letter, I would like to share some highlights from our school events in Term 3 and important notices for the upcoming Term 4.

HIGHLIGHTS FROM TERM 3

1. NATIONAL DAY CELEBRATIONS

We commemorated our nation's 60th birthday with a series of lessons and activities. This included a flag parade executed by our Uniformed Groups (UGs) and performances by our teachers and the Choir. In addition, the game segment involving teachers, students and elderly from the community was a highlight, engaging everyone while also providing valuable knowledge about Singapore. The concert concluded with a National Day sing-a-long session, which truly elevated the celebratory atmosphere.

Beyond these celebrations, we are committed to fostering a spirit of care and compassion among our Bartleyans to help make Singapore stronger. As part of this effort, Bartleyans contributed food items for our Food Donation Drive and took part in packing these donations for our beneficiaries—a tangible way of showing our care for the community.

2. TEACHERS' DAY CELEBRATIONS

Teachers' Day is a special occasion to celebrate and appreciate our teachers. The day began with a concert in the hall, where the Student Councillors organised various fun games, and students delighted everyone with their wonderful performances. We also extended our gratitude to the non-teaching staff, acknowledging the vital role they play in our students' growth and development.

Following the concert, the Class Chairpersons led the class party segment, coordinating with other student leaders in the class to organise games and make arrangements for food. This was a good opportunity for teachers and students to enjoy themselves and strengthen their bond as a class.

NOTICES FOR TERM 4

3. COMMITMENT TO EXCELLENCE – SELF-DISCIPLINE

3.1 At Bartley, we would like to nurture our children to be self-disciplined individuals who are able to monitor and control their own behaviour. Studies have shown that students who possess a strong sense of self-discipline not only perform better academically, but also behave better, have fewer absences, and do homework more regularly than that of their less-disciplined peers.



Disciplined Learners. Principled Leaders. Compassionate Contributors.

3.2 The school rules, which can be found on the school website (<https://www.bartleysec.moe.edu.sg/school-rules-regulations/>), are meant to help our students to develop self-discipline, as well as create a conducive, safe and orderly environment in school where learning can take place effectively. Please take some time to go through the school rules with your child / ward, so that he/she can work on his/her Commitment to Excellence accordingly.

4. ATTENDANCE AND PUNCTUALITY

- 4.1. For students to do well in school, it is important that they attend school regularly and punctually so that they do not miss out on the lessons and teachers' instructions. Students who are absent from school are to submit the relevant documents excusing their absence on the day they return to school. Students who fail to submit the documents supporting their absence within 5 working days of their return to school may face disciplinary action. **Per year**, the school will accept up to a **maximum of 10 letters** from parents/guardians to account for their child's/ward's absence from school. Please take note that these letters are not accepted for your child's/ward's absence from School Weighted Assessments or National Examinations.
- 4.2. We also seek parents'/guardian's understanding that the school strongly discourages students to travel overseas during school term time except for compassionate reasons or for national representation at endorsed international competitions. If there is a critical need to travel overseas, we seek parent's/guardian's assistance to contact the school as early as possible to apply for approved absence for your child/ward.
- 4.3. It is also important for students to participate actively in CCA so that they have a full learning experience. We seek continued support from parents to ensure that your child comes for school and CCA regularly and punctually.
- 4.4. Please note that your child/ward will be considered late for school should he/she arrive at the class or assembly area after 7.45 am. He/She will be directed to report his/her attendance at the General Office. An SMS will be sent to the registered official guardian by 9.30 am on days that your child/ward is absent from school.

5. USE OF MOBILE DEVICES & PERSONAL LEARNING DEVICES IN SCHOOL

- 5.1. It is important that our students practise responsible use of their mobile devices and Personal Learning Devices (PLDs). We would like to highlight that students are expected to safekeep their mobile phones in their lockers during curriculum time and other school programmes, including CCA. Any use during these times must be with explicit permission from the teacher-in-charge. The PLDs are also to be used only for learning purposes. We emphasised to our students that mobile devices and PLDs should not be used for undesirable activities. We will continue to educate our students to be safe and responsible users of technology and would like to work closely with parents/guardians to manage device usage. Parents/Guardians may refer to the school webpage (<https://www.bartleysec.moe.edu.sg/acceptable-use-policy/>) for our Acceptable Use Policy (AUP) Agreement.
- 5.2. The digital environment is very much a part of our students' lives. As a school, we endeavour to provide a positive learning environment and encourage all our students to be positive peer influences. We seek support and assistance from parents/guardians to actively supervise and monitor your child's/ward's use of mobile devices and online platforms to ensure these are used meaningfully and healthily.

6. STUDENT DISCIPLINE UPDATE

- 6.1. Parents/Guardians would have received a notification titled "Stricter School Measures to Protect Your Child from Vaping" through Parent Gateway on 28 Aug 2025. The

Government has announced that there will be stronger enforcement and stricter penalties against vaping from 1 Sep 2025. MOE has also stipulated baseline (i.e., minimum) disciplinary measures for schools. We have briefed our students on the stronger nationwide enforcement and penalties against vaping as well as the school's disciplinary measures on 01 Sep 2025. The school will continue our anti-vaping education efforts through assemblies, lessons, and peer support initiatives to help students understand the serious health and legal risks of vaping.

- 6.2. The school will continue to promote the well-being of our students through guiding them to build good habits, pro-social behaviours and a sense of positivity and resilience. We also highlighted that the students should interact respectfully and graciously with one another as members of the Bartley family. We encourage parents and guardians to work with us, reiterating to our children the importance of healthy habits, respectful interactions, good values and a growth mindset.

7. KEY ACTIVITIES IN TERM 4

The key school activities scheduled for Term 4 can be found in **Annex A**. We seek your cooperation in ensuring your child/ward's participation in and preparation for the various activities the school has planned for them.

8. NATIONAL EXAMINATIONS AND FAREWELL ASSEMBLY FOR GRADUATING CLASSES

- 8.1. The GCE 'N'/'O' Level Examinations will take place during the following periods:

GCE 'N' Level: 15 Sep to 25 Sep, 6 Oct to 14 Oct 2025

GCE 'O' Level: 01 Oct, 06 Oct, 08 to 10 Oct, 14 Oct, 16 Oct to 10 Nov 2025

- 8.2. Students will continue to attend school according to the class timetable except for days that they have examinations. This will allow our teachers to provide academic support for them. The last school reporting date for all graduating students will be Fri 03 Oct 2025. Thereafter, Sec 4E & 5NA classes will not be required to return to school for formal lessons. Students may arrange for consultation with their subject teachers.
- 8.3. The school will continue to organise the Supervised Self-Study Programme from 15 Sep to 01 Oct 2025 (Mondays to Wednesdays) between 5.00pm and 7.00pm for graduating students who wish to stay back for consultations with subject teachers and self-study.
- 8.4. The school will be organising a farewell assembly for all Sec 4 & 5 students on Fri 03 Oct 2025. We wish all our graduating Bartleyans the very best for their national examinations!

9. SECONDARY 1 TO 3 CCA PROGRAMME

In preparation for End-of-Year Examinations, CCA Programme for all Sec 1 to 3 students has begun a stand-down period from 25 Aug 2025. CCA programme will resume from 23 Oct 2025 onwards and conclude by 21 Nov 2025. Your child/ward will be informed about the CCA activity schedule for the period between 23 Oct 2025 and 21 Nov 2025. Parents and Guardians are requested to check with their child's/ward's CCA Teacher as they make their overseas travel plans.

10. END-OF-YEAR EXAMINATIONS 2025 FOR SEC 1 TO 3

10.1. The End-of-Year Examinations for Sec 1 to 3 had been disseminated through PG and School Website on 01 Sep 2025. The Examinations and will commence in end-September as follows:

- Phase 1 (early papers): 22 and 23 Sep 2025
- Phase 2 (remaining papers): 29 Sep to 07 Oct 2025

10.2. On the above examination days, students may go home after their last paper of the day. Please note that normal curriculum would take place from 24 to 26 Sep 2025. Students are to report to school for lessons on the three days as per usual, starting with morning assembly at 0745h.

10.3. As part of our collaborative effort with you in developing and nurturing your child/ward, we would be grateful if you could supervise your child/ward in his/her revision and ensure that he/she prepares himself/herself adequately for the examinations.

10.4. Our Marking Days will be on 08 and 09 Oct 2025, and 15 Oct 2025 will be set aside for results processing. Students are not required to report to school on these three days.

11. POST-EXAMINATION SCHOOL PROGRAMME

Following the completion of End-of-Year Examinations, the school will be organising student development activities and key briefings for the students. All students are expected to continue to attend school for lessons until Fri 24 Oct 2025 unless they are unwell. Absence from school must be accompanied by valid reasons. A separate notification letter with more details will be sent to parents at a later date.

12. SEC 3 SUBJECT OPTION EXERCISE

All Sec 2 students will submit their subject options between 21 and 22 Oct 2025. The results of their allocated subject combinations will be released on 04 Nov 2025 on the school website. More details will be shared with parents nearer the date.

13. BRIDGING PROGRAMME FOR SEC 1 & ACADEMIC FOUNDATION PROGRAMME FOR SEC 3

The school will be organising academic support programmes between 27 Oct and 06 Nov 2025 for Sec 1 and 3 students. These programmes aim to close the learning gaps identified for building the students' foundation in learning in preparation for the following academic year. All identified Sec 1 and Sec 3 students are expected to attend the lessons in this programme unless they are unwell. Absence from school must be accompanied by valid reasons. Parents/Guardians will receive a notification letter with more details.

14. PARENTING RESOURCES

We appreciate the challenges of parenting and would like to introduce parenting resources to you. MOE has launched a parenting-focused Instagram account, [@parentingwith.moesg](#), as part of MOE's efforts to engage and partner parents. MOE hopes to connect with parents better via the account by sharing tips and MOE resources, celebrating the ups and downs of your parenting journey, and growing with you as a community by inspiring and supporting each other through shared experiences. Do follow the account, share your experiences and invite your parent friends into this community. You may also find more useful parenting resources through MOE Parent Kit available at <https://www.moe.gov.sg/parentkit>.

15. STAYING CONNECTED WITH SCHOOL

15.1. We invite you to stay connected with us by visiting our school website and social media sites at Facebook (www.facebook.com/OfficialBartleySecondarySchool), X (<https://x.com/bartleysecsg>) and Instagram (@bartleysecondaryschool) to see updates about the school. You can also view the school calendar of events published through our school calendar at <https://www.bartleysec.moe.edu.sg/school-calendar/>.

15.2. We would like to inform parents/guardians that photographs or video images of students or their parents/legal guardians may be taken during school activities and events such as classroom lessons, CCA, school camps or school concerts. The school may use and publish such photographs or video recordings in school publications, the school's website, social media channels or other communication channels. If you have any concerns, please approach the school through your child's/ward's Form Teacher or Year Head.

16. CONCLUSION

16.1. We believe that it takes a community to nurture our young minds. A strong home-school partnership will contribute greatly to the child's success in school. Therefore, we hope to work closely together with parents/guardians to provide our children the best opportunities to learn and grow. I welcome parents/guardians to contact the school to discuss your concerns or provide your feedback.

16.2. We request for you to complete and return the acknowledgement form (**Annex B**) via your child/ward's Form Teacher. You may also submit your acknowledgement via Parent Gateway (PG) for parents who have a PG account. Should you have any questions or need any clarifications, please contact us at 62889013 or email: bartley_ss@moe.edu.sg.

16.3. We look forward to a fruitful and meaningful Term 4 with our students. Thank you for your continued support as we work towards nurturing every Bartleyan to be **Disciplined Learners, Principled Leaders and Compassionate Contributors**, grounded in our **C.O.R.E. values**.

Thank you.

Yours sincerely,



Ms Britta Seet
Principal

Annex A

**Secondary 4 & 5
Key Activities for Term 4, 2025**

S/No.	Date	Activity	Remarks
1.	15 – 23 Sep	GCE 'N' Level Written Examinations	
2.	16 Sep	GCE 'N' Level Listening Comprehension Exam (EL(NA) & BMTL)	Sec 4E & 5N students will be dismissed from school by 1245h. Supplementary lessons for identified classes will be conducted and parents will be informed separately.
3.	17 Sep	GCE 'N' Level Listening Comprehension Exam (EL(NT) & MTL)	Sec 4E & 5N students will be dismissed from school by 1245h. Supplementary lessons for identified classes will be conducted and parents will be informed separately.
4.	19 Sep	Timed Practice for 'O' Level Exam preparations (Learners for Life Day)	<ul style="list-style-type: none"> • Timed-practice for Sec 4E & 5 students • Schedule will be shared with students via subject teachers
5.	24 Sep	GCE 'N' Level Mobile Robotics Examinations (Practical)	
6.	24 Sep	GCE 'O' Level Oral Year-End Exam (MTLB)	
7.	25 Sep	GCE 'N' Level Computer Applications (Practical)	
8.	01 Oct	GCE O Level Practical (Chemistry)	For Pure Chemistry students
9.	03 Oct	Farewell Assembly for Sec 4/5 Graduates	Last day of school reporting for all Sec 4E & 5N students
10.	06 Oct	GCE O Level Practical (Physics)	For Pure Physics students
11.	06 – 14 Oct	GCE 'N' Level Written Examinations	Sec 4E & 5 students are not required to return to school for formal lessons. They can make arrangements with subject teachers for consultation.
12.	08 Oct	<ul style="list-style-type: none"> • GCE 'O' Level Listening Comprehension Exam (EL) • GCE 'O' Level Listening Comprehension Exam (MTLB) 	
13.	09 Oct	GCE O Level Practical (Combined Science)	For students taking Combined Science

S/No.	Date	Activity	Remarks
14.	14 Oct	GCE O Level Practical (Biology)	For Pure Biology students
15.	16 Oct – 10 Nov	GCE 'O' Level Written Examinations	
16.	20 Oct	Deepavali	Public Holiday
17.	11 Nov	Graduation Lunch for Sec 4 & 5 Students	More details to be shared later

ACKNOWLEDGEMENT & CONSENT FORM

From:

The Parent/Guardian* of _____ (Sec _____)

2025 Secondary 4 & 5 Principal's Letter (Term 4)

Thank you for keeping me informed regarding the above-mentioned.

We can be reached at the following contact numbers:

Name of Parent /Guardian*		
Relationship to Pupil	Father / Guardian *	Mother / Guardian *
Home Telephone No.		
Handphone No.		
Office No.		

**delete where appropriate*

Remarks (if any)

Signature of Parent / Guardian

Date