

23 October 2025

Dear Parents/Guardians of Secondary Three Students,

UPDATES FOR END OF TERM 4 2025

Thank you for your continued support throughout the year. We are proud that Bowenians have been Doing Well and Doing Good in school and beyond. As we approach the end of 2025, we would like to share some important information and resources for the upcoming year-end school holidays, as well as updates for the start of the 2026 school year that may be helpful for you and your teen.

A. Managing Usage of Electronic Devices

1. We seek your strong support in helping your teen develop self-discipline in the use of electronic devices. **Harmful habits such as excessive screen time and addiction to gaming or social media can develop quickly, and once formed, can be challenging to break.**
 - Continue to **monitor your teen's daily usage** of electronic devices.
 - **Engage in purposeful conversations** about responsible use and the importance of managing screen time. Help your teen understand the reasons behind any limits you set. Prolonged and unregulated device use during the holidays can make it difficult for them to adjust when the new school term begins in 2026.
 - Encourage your teen to **maintain a balanced routine**, spending time on other meaningful activities such as reading, exercising, or volunteering.
2. Do reinforce **Cyber Wellness** and actively guide your teen to navigate cyberspace safely. Practical tips and resources on supporting your teen's cyber wellness and digital literacy at home can be found in the MOE Parent Kit on [Raising a Digitally Smart Child \(www.moe.gov.sg/parentkit\)](http://www.moe.gov.sg/parentkit). Check in on your teen regularly to ensure that he/she is not experiencing any form of cyberbullying, and step in to provide support if necessary.

B. Keeping Safe and Fit and Well

3. With the start of the holidays, we have reminded students to **spend their time meaningfully**, keep safe and stay away from undesirable influences or activities (e.g. long hours on the Internet, 'outside friends' that may be negative influences). To prevent our teens from becoming victims of crime, we urge them to always take care of their belongings, stay alert to their surroundings, and avoid uncomfortable situations with strangers. We also encourage them to inform parents, guardians, or a trusted adult if they witness any undesirable activities. Your strong guidance can ensure that he/she makes the best use of the holidays safely. For more information on how you can help keep your teen safe, please refer to the joint advisory by SPF and other agencies sent together with this letter via Parents Gateway (PG).
4. **Physical activity** helps children grow, maintain a healthy weight and have fun. Please encourage your teen to work towards the daily goal of 10,000 steps a day. For ideas on how to help your family eat healthily, get active and reduce screen time, please visit [Healthhub \(Live Healthy\)](#).
5. **Vaping at any age, and underaged smoking is illegal.** All e-cigarettes, cigarettes and types of e-vaporisers are harmful and can adversely affect your teen's health and your family. In line with whole-of-government efforts to tackle vaping, Singapore has intensified enforcement, especially against the emerging trend of e-vaporisers containing harmful substances, such as etomidate. Those found possessing, using, purchasing or selling e-vaporisers will be subjected to higher penalties, including higher fines, mandatory rehabilitation or supervision and/or prosecution.

Schools will continue to be vigilant to vaping among students and take stricter disciplinary action against offenders. Your strong guidance against vaping and underaged smoking can help your teen avoid the health risks and other harms they bring.

6. The teenage years can be challenging, and your teen may be navigating stress from studies, friendships, or personal changes. Please take time during the holidays to check in on your teen regularly about his/her **mental well-being** — talk with them and look out for signs of emotional distress such as mood swings, withdrawal, or changes in appetite or sleep. Tips on building the mental well-being of children and youth can be found via this link: [Healthhub \(MindSG\)](#). Do also check out the MOE Parent Kit on [Can't Stop the Feelings](#), which offers practical tips and activities to help families better understand emotions and strengthen connections with their teens. Should you require urgent assistance, please contact the Mental Health Helpline at 6389 2222 or Samaritans of Singapore at 1800 221 4444.

C. Travel Declaration

7. A travel advisory for the year-end school holidays was sent on **Tues 21 Oct** via PG. To ensure schools continue to be a healthy and safe environment for all, we require parents/guardians to make a travel declaration for your teen **only if he/she intends** to travel during the holidays.
8. To make a travel declaration for your teen via PG, go to **[SERVICES > DECLARE TRAVELS]**. Please declare your teen's travel plan(s), indicating both the country and city of travel, and any city of transit, by **Fri 24 Oct**. Only one parent/guardian is required to make the declaration. If your teen is not travelling during the holidays, no action is required.
9. When planning your travel, please refer to [ICA Website \(Entering, Transiting and Departing\)](#) for more information and updates. Singapore Citizens may also register travel plans with MFA for emergency contact abroad via <https://go.gov.sg/eregister>. If there is a change in travel plan(s) after declaration (e.g. change in travel date(s)/destination), please submit a new travel declaration via PG. If travel plan(s) are cancelled, please inform the school as well.

D. Issuance of Report Books, Meet-the-Parents and 2026 Booklist

10. The issuance of report books will be on **Fri 24 Oct**. Students will be collecting their report books from their Form Teachers (FTs) during school curriculum hours.
11. Parents are not required to meet FTs, but if you would like to speak with them, please contact FTs directly. If your teen is unable to collect his/her report book on **Fri 24 Oct**, he/she may collect the report book at the school's General Office from **Mon 27 Oct** during office hours (8.00am – 5.00pm).
12. The 2026 booklist will be made available by **Fri 7 Nov** via the school website at <https://bowensec.moe.edu.sg/> (under 'School Information' → 'Level Matters'). More information on the Purchase of Textbooks and Uniforms will be sent separately to parents/guardians via PG by **Fri 7 Nov**. Parents will be able to place their orders online and arrange for items to be delivered at their convenience. Alternatively, in-person collection at school is also possible by appointment (please book a collection slot when ordering).
13. Students who are applying or have applied for MOE FAS for 2026 should not purchase textbooks or uniforms before they are informed of the outcome of their FAS application. If textbooks/uniforms are ordered and payment is made before the FAS application is approved, the school will be unable to facilitate any refund even if the FAS application is approved. The General Office (GO) will contact successful applicants from mid-November to collect the 'Approval of FAS for 2026 Letter'. There is




no need to come to school regarding the status of FAS application until contacted by our GO. To better support students, MOE has recently revised the income eligibility criteria as well as enhanced the provisions for its financial assistance schemes. For more information, please refer to [MOE Financial Assistance Schemes to Benefit Additional 31,000 Students | MOE](#).

E. CCA Activities during School Holidays and Student Protected Time

14. Teachers may ask students to return to school for CCA activities during the school holidays and they will be notified by their CCA teachers. To allow our students more time and space to rest and recharge, Student Protected Time will be from **Sat 22 Nov to Wed 17 Dec** (both dates inclusive) during which there will not be any school activities (e.g. no CCA activities).

F. Nominations for Teacher Awards

15. The school would like to invite parents/guardians to show your appreciation to teachers who have impacted your teen in one way or another through the following nominations:
 - The **Caring Teacher Awards (CTA)** celebrate educators who exemplify care and compassion in their teaching, going beyond the call of duty to nurture the holistic development of their students. These dedicated teachers play a vital role in shaping confident, independent, and resilient learners who contribute meaningfully to our nation.
Nomination for **CTA 2026** is **now open** and will close on **Wed 31 Dec 2025**.
 - The **President's Award for Teachers (PAT)** pays tribute to experienced teachers for their role in moulding the future of our nation. These teachers are role models for the teaching profession as they embody a deep passion for teaching, and they inspire both their students and peers through their words and deeds.
Nomination for **PAT 2026** is **now open** and will close on **Fri 9 Jan 2026**.
 - The **Outstanding Youth in Education (OYEA)** recognises young teachers who have shown admirable passion for teaching, and commitment to inspiring and nurturing their students. These teachers embody youthful idealism, energy and enthusiasm, and inspire both their students and peers through their words and deeds. Teachers who are 35 years old and below in 2026 are eligible for the award.
Nomination for **OYEA 2026** is **now open** and will close on **Fri 9 Jan 2026**.
16. We would like to invite you and your teen to submit your nomination(s) for one or more deserving teacher(s) by clicking on the URLs or scanning the QR codes below. Your nomination(s) will be a wonderful source of encouragement for the teacher(s).

CTA 2026 PAT 2026	PAT 2026	OYEA 2026
https://go.gov.sg/caringteacher2026  <small>https://go.gov.sg/caringteacher2026</small>	https://go.gov.sg/pat2026  <small>https://go.gov.sg/pat2026</small>	https://go.gov.sg/oyea2026  <small>https://go.gov.sg/oyea2026</small>

G. First Day of School and Bowen FIESTA 2026

17. 2026 timetables will be available on the school website on **Mon 29 Dec 2025** (subject to change). Parents will also be notified through PG.
18. The first day of **2026 Term 1** is **Fri 2 Jan 2026** (Term 1 Week Zero). Students are expected to report to school by 7.30am, appropriately attired in full school uniform (without tie) and with proper grooming. The first day of school will consist of Cohort Talks and Form Teacher Time to prepare students for the new school year. Students are required to bring stationery, water and money for recess. There will be no afternoon activities on this day. This is to help all levels ease into the new school year at a comfortable pace and for the school to welcome our new Sec 1 students into the Bowen family. Students are also reminded to bring their materials for lessons, which will begin on **Mon 5 Jan**.
19. For an invigorating start to 2026, students can look forward to our **annual start of year Bowen FIESTA** (En, Interactive, Educational and Structured Activities) which will be conducted during Term 1 Week 1 in 2026 (**7 – 9 Jan 2026**). More details will be provided in the Term 1 2026 Letter to Parents.

Wishing you a meaningful and well-spent year-end holidays with your teen.

Yours faithfully,



Mr Loh Chih Hui
Principal

Use of photographs and video images

Photographs or video images of students, parents and visitors may be taken during school activities and events such as classroom lessons, enrichment activities, CCA activities, camps, etc. The school may use and publish such photographs or video images in school publications, the school's website, social media channels, or other communication channels.