

1 January 2022

Dear Parents/Guardians

Happy New Year and welcome to a new school year! We are excited to start the New Year with our students and partnership with our parents, and would like to warmly welcome the Sec 1 Cohort 2022 to our Canberran family. We are confident that we will have an enjoyable and fruitful year of learning together with our students.

We would like to share some important information with you.

1. 2022 Calendar of Events for Term 1

Dates	Events	Remarks
4 – 7 Jan	GRC Seeding Week & Sec 1 Orientation	
7 Jan	Sec 1 CCA Open House & Sec 1 PTM	
28 Jan	CNY Celebration	Assembly
31 Jan	GRC Superheroes	HBL
1 – 2 Feb	Chinese New Year	Public Holiday
23 Feb	Total Defence Day	
1 March	4E/5NA EL Oral eExamination	
3 March	4NA/4NT EL Oral eExamination	

2. GRC Seeding Week

Please be informed that school will resume on Tuesday, 4 January 2022. Students are to report to school punctually by 7.50am. Do ensure that your child/ward has a working thermometer, TraceTogether Token and writing materials. All students are to be in school T-shirt and school bermudas/pants or culottes/skirt.

Kindly note the dismissal time for the different levels during GRC Seeding Week (4 to 7 January 2022).

Cohort	4 Jan Tuesday	5 Jan Wednesday	6 Jan Thursday	7 Jan Friday
1	1.30pm	1.30pm	12.30pm	4.30pm
2	12.45pm	12.30pm	12.15pm	12.30pm
3	12.30pm	12.45pm	12.45pm	12.45pm
4/5	1.00pm	1.15pm	2.00pm	4E/5NA Home Based Learning 4NA/NT 12.15pm

www.canberrasec.moe.edu.sg

Vision : Grateful, Respectful and Compassionate Canberrans

Mission : Care. Aspire. Nurture.

Values : Gratitude, Respect, Compassion

3. Safe Management Measures (SMM)

To maintain an emphasis on monitoring and supporting students' well-being, there will be mandatory mask-wearing, safe distancing, daily temperature-taking as well as the necessary routine wiping-down of equipment and furniture in and out of the classrooms. Students are to bring their TT (TraceTogether Token) or mobile phone App to school. We would like to seek your help to remind your child/ward to continue to practise good personal hygiene and stay away from school if he/she is unwell.

4. Time-table

A copy of the time-table will be issued to your child/ward when school reopens. Please be reminded that the school starts at 7.50am. Students who are not present in the classroom when the flag-raising ceremony starts will be considered late. Please remind your child/ward to be responsible in checking his/her time-table and packing his/her school bag daily.

5. R.I.S.E (Rich in Skills & Experiences)

The school has various programmes to equip students with essential personal effectiveness skills through R.I.S.E Programme. We hope this will allow every child/ward to discover and develop their strength and spark their curiosity for lifelong learning.

6. Blended Learning

Blended Learning is a key feature of the schooling experience to further develop our students' ability to be self-directed, passionate and life-long learners. Students will be learning from home on the following Mondays in Semester 1.

7 February	7 March	11 April
21 February	28 March	25 April

7. Co-Curricular Activities (CCA)

The CCA schedule is as follows:

Wednesday	Friday	Saturday
<u>3.00pm-5.30pm</u> All CCAs except UGs	<u>2.00pm-4.30pm</u> Sport & VPA	<u>8.30am-12.30am</u> Boys' Brigade & Girls' Brigade
	<u>1.30pm-5.30pm</u> NPCC, NCC(SEA) & NCDCC	

CCA for Sec 2-5 students will commence on 12 January (Wednesday) and CCA for Sec 1 students will commence on 4 February (Friday). Please ensure that your child/ward attends all CCA sessions so as to learn and enjoy the curriculum that the school has planned for them.

8. Communication with Parents

We seek to work closely with our parents and guardians for the holistic well-being of our students. Our official modes of communication with parents are:

- (i) School phone (General Office: Tel: 6758 5070)
- (ii) School email (Email: canberrasec@moe.edu.sg)
- (iii) Parents Gateway (PG)

- a. Parents should only communicate and engage with teachers within school hours (7.50am – 6.30pm), on working weekdays, and during school terms.
- b. Teachers are not expected to respond to parents and students' queries after school hours, during the weekends and school holidays.
- c. Urgent messages to teachers may be directed to the General Office, should the teachers be in class and are uncontactable during school hours.
- d. Teachers are not expected to provide their personal mobile numbers to parents/students.
- e. Appointments for face-to-face meetings with teachers should be made in advance. Parents should email the teachers or contact the General Office at least 3 days in advance, to minimise disruption to their teaching duties.
- f. Parents will receive a response to their email queries within a reasonable period of time so that sufficient time is given to teachers to ensure that the queries are addressed well. Kindly include your child/ward's name and class and your contact number in your email.

9. Absence from school/CCA/school activity

If your child/ward is absent from school, CCA or any school activity, please inform the General Office at 67585070 or drop us an email to inform us of his/her absence. He/she will also be required to submit a Medical Certificate or parent's letter when he/she returns to school.

10. Personal Learning Device (PLD) Initiative – for Sec 1 parents' attention only

In conjunction with MOE's launch of the National Digital Literacy Programme for schools to help students strengthen their digital literacy, every Sec 1 student will be required to purchase a school-prescribed Personal Learning Device (PLD). This PLD will be used in tandem with the national e-learning platform, the Singapore Student Learning Space, as well as other educational technology to personalise and enhance your child's learning. This effort will enable your child to acquire important digital skills and apply them as they navigate an increasingly digitalised world.

We will provide further details on the procurement with the link for the online form to place the order for your child's PLD on 10 Jan 2022.

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11. Student Management

We believe in providing a conducive learning environment for your child/ward. Your child/ward is expected to switch on the silent mode of the mobile phone and keep it safely in the school bag during curriculum time. We will not be able to take care of any valuable items brought to school by your child/ward.

Though we allow your child/ward to use his/her phone at designated areas during recess, please be informed that gaming on phone is not allowed. If your child/ward does not comply with teacher's advice, we will have to keep the phone in the General Office till 4.30pm on that day. Your child/ward can then collect the phone from the General Office after 4.30pm. More details of the School Rules and Regulations are available on our school website.

12. Disclaimer:

Photograph(s) or video image(s) of you and your parents may be captured during school activities and events such as classroom lessons, CCA, school camps, school concerts. The school may use and publish such photographs and/or video recordings in school publications, website, social media channels, and other communication channels.

I look forward to our continued partnership as we work together to build a quality school experience for our students!

Thank you.

Yours sincerely



Ng Tiong Nam
Principal