

4 January 2021

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Dear Parents/Guardians

Happy New Year and welcome to a new school year 2021! We are excited to start the New Year with our students especially and would like to warmly welcome the Sec 1 Cohort 2021 to our Canberran family. We are confident that we will have an enjoyable and fruitful year of learning together with our students.

On this note, we would like to share some important information for you and your child to take note of.

1. Safe Management Measures (SMM)

As we have entered Phase 3 of safe reopening, we will continue to enforce MOE's guidelines on SMM in school. There will be the mandatory mask-wearing, the routine temperature-taking twice daily as well as the necessary routine wiping-down of equipment and furniture in and out of the classrooms. We would like to seek your help to remind your child to continue to practise good personal hygiene and stay away from school if he/she is unwell.

2. Absence from school/CCA/school activity

If your child is absent from school, CCA or any school activity, please call 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.

3. Timetable

A copy of the timetable has been issued to your child. Please be reminded that the school's start time is 7.50am. Students who are not present in the classroom when the flag-raising ceremony starts will be considered late. Please remind your child to be responsible in checking his/her timetable and packing his/her school bag daily.

4. Self-Directed Learning (SDL)

The school has various programmes to inculcate self-directedness in students. Time for SDL have been incorporated in their timetable. In 2021, we have dedicated every Friday afternoon (2.00pm to 5.00pm) to be SDL time, starting 15 January (Friday). Students will be dismissed from school at 12.30pm. They will be assigned SDL tasks to be completed within the day. We seek your assistance in supporting your child's learning at home.

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Vision : Grateful, Respectful and Compassionate Canberrans

Mission : Care. Aspire. Nurture.

Values : Gratitude, Respect, Compassion

5. Co-Curricular Activities (CCA) Programme

CCA sessions on Friday afternoons have been brought forward to Friday morning (10.00am to 12.30pm). Staggered recess breaks have also been scheduled for all students.

The CCA schedule is as follows:

Monday (3.30pm-5.30pm)	Wednesday (3.30pm-5.30pm)	Friday (10.00am-12.30pm)	Saturday (9.00am-11.30pm)
All CCAs except UGs	All CCAs except UGs	All CCAs including all UGs	Boys' Brigade & Girls' Brigade

*For Choir, students will continue with e-CCA from home on Mondays and Wednesdays (4.00pm – 5.30pm).

CCA for Sec 2-5 students will commence on 13 January (Wednesday) and CCA for Sec 1 students will commence on 29 January (Friday). Please ensure that your child attends all CCA sessions so as to learn from and enjoy the curriculum that the school has planned for them.

6. Canberran Enrichment Programme (CEP)

In addition, all Sec 1-3 students will be able to participate in the CEP which serves to complement the CCA Programme. CEP consists of core and elective modules. Each module lasts a term and is about 1.5 to 2 hour per session. Core modules are compulsory and they are our Applied Learning Programme (ALP) and Learning for Life Programme (LLP). Elective modules are optional and examples are football, basketball, badminton, volleyball, netball, robotics and horticulture.

Your child is allowed to opt for only 1 elective module per term, on a first-come-first-served basis. Your child can only participate in an elective module that does not fall on his/her CCA day. As the modules are paid for by the school, your child will need to achieve full attendance in the current module in order to be eligible for application to the next module.

The CEP schedule is as follows:

Monday	Tuesday	Wednesday	Thursday
Sec 1-3 CEP (3.30pm-5.30pm)	Sec 1-2 LLP (2.30pm-4.30pm) Sec 3 CEP (3.30pm-5.30pm)	Sec 1-3 CEP (3.30pm-5.30pm)	Sec 2 ALP (2.30pm-4.30pm) Sec 1-2 CEP (2.30pm-4.30pm) Sec 3 LLP (3.30pm-5.30pm)

*For Sec 2 ALP, it will be for selected classes per term. Classes will be informed accordingly.

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7. Learning for Life Programme (LLP) – Community Youth Leadership : GRC GEMS in action

The LLP module in the CEP serves to:

- nurture GRC GEMS through Service-Learning as pedagogy : meaningful service that will include learning and reflecting
- integrate learning with various subject disciplines whenever relevant
- mentor students to work independently and collaboratively to solve a real-world problem
- appreciate LIFE through experiencing the 4 powerful life lessons (developmental, age-appropriate)

The LLP schedule is as follows:

Day/Timings	Cohort	Domains of Service	Learning (4 powerful LIFE lessons)	Learning (skills)
Tuesday 2.30pm to 4.30pm	1	Family	Life	<ul style="list-style-type: none"> Drama skills Family life education Collaboration
Tuesday 2.30pm to 4.30pm	2	Community Active Ageing	Infirm	<ul style="list-style-type: none"> Drama skills Research skills Collaboration
Thursday 3.30pm to 5.30 pm	3	Community <ul style="list-style-type: none"> Befriending elderly Virtual overseas service learning 	Frail	<ul style="list-style-type: none"> Self-directed learning Collaboration Student leadership Project management
Friday 8.00am to 9.00am	4	Community Building a legacy mindset	End-in-mind	<ul style="list-style-type: none"> Self-directed learning Collaboration Student leadership Project management

Your child's LLP will commence on:

- Sec 1 cohort – 23 March
- Sec 2 cohort – 23 February
- Sec 3 cohort – 25 February
- Sec 4 cohort – 22 January, 5 & 26 February, 5 & 12 March

For Sec 4 cohort, it will be for selected classes per session and classes will be informed accordingly.

8. **National Digital Literacy Programme (NDLP)**

In conjunction with MOE's launch of the NDLP for schools to help students strengthen their digital literacy, we will be introducing the Personalised Digital Learning Programme (PDLP) for all Sec 1 to 3 students. In term 2, every Sec 1 to 3 student will be able to own 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.

More details are provided on the school's website:

(<https://canberrasec.moe.edu.sg/parents/personalised-digital-learning-programme-pdip>).

Please fill in the online form at this link: <https://go.gov.sg/pdlpadmin> by 15 Jan 2021 for the purchase of the PLD.

9. **Student Management**

Finally, we believe in providing a conducive learning environment for your child. As such, we strongly discourage him/her from bringing his/her mobile phones to school as it has become a great source of distraction for our students in the classrooms. Your child can use the school phone in the General Office to contact you when necessary. Should you need to communicate with your child urgently, you can also call the General Office and we will do our best to assist you.

Should your child continue to bring his/her mobile phone to school, he/she is expected to switch it off 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.

Though we allow your child to use his/her phone at designated areas during recess, please be informed that gaming on phone is not allowed. If your child does not comply to teacher's advice, we will have to keep the phone in the General Office till 4.30pm on that day. Your child 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.

With the above information shared, 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

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