



Caring Leaders
Thinking Citizens

Sec 1 Registration

21 December 2023

8.30am – 9.45am

Evergreen Secondary School

Programme

PART 1 (Zoom Briefing)

1. Welcome Address by Principal
2. Highlights of Letter to Parents
3. Administrative Matters
4. Subject Matters
5. Sec 1 Registration
6. Breakout Rooms for clarifications for
 - Full Subject-Based Banding (FSBB)
 - PE & CCA
 - Mother Tongue
 - Other Matters

PART 2 (Only for students in PG 1 and 2 eligible for FSBB - taking subjects at more demanding level)

1. Report at Evergreen Secondary School (Hall) between 10.30am to 12.30pm

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Welcome Address

Ms Bian Yu Wei
Principal

Evergreen Secondary School



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Highlights of Letter to Parents

Evergreen Secondary School



Highlights of 2024 Term 1 Letter to Parents

S/N	Item
1	Principal's Message: Our Future of Learning Together
2	School Information <ul style="list-style-type: none"> · First Day of School (Tuesday) · Late Start Day (8.50am) · Snack Break · EVG Parent Support Group · Traffic Safety
3	School Programme for Secondary 1 <ul style="list-style-type: none"> · School Calendar Highlights for Term 1 2024 · Orientation and Camp Confidence · Camp Confidence Finale · Parent Briefing & CCA Open House
4	Sec 1 Registration - Administrative Matters before Start of School Term

First Day of School on 2 January 2024 (Tuesday)

Reporting Time	: By 7.30am
Reporting Venue	: School Hall
Recess	: 9.30am to 10.10am
Lunch Time	: 12.30pm to 1.05pm
Dismissal Time	: 3.05pm
Attire	: EVG full school uniform or Primary School PE attire

The suggested list of items to bring on the first day of school are as follows:

- a) Pocket money for recess and lunch
- b) One notebook and writing materials
- c) One water bottle
- d) Financial assistance form (if any)
- e) Medical reports (if any)
- f) Student Smart Card

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Late-start Days in the School Timetable for the Year

The school practises late-start days on Tuesdays and Thursdays, during which students report to school by 8.50am.

Students are required to report to their respective classrooms or parade square by 7.30am on all other days.

A typical school day will be from 7.30am to 2.15pm. It will differ from day to day. Each period is 35 minutes.



Snack Break (with effect from 11 January 2024)

Recess is around 10.45am and Snack Break is around 1.05pm. It will be finalised after the timetable is out. Timetable will be uploaded on the school website.

Students will be able to have a light snack during snack break. However, they are not allowed to leave the class during the snack break. You may wish to pack dry healthy snacks for your child.

	Mon / Wed / Fri	Tue / Thurs
Recess	10.45am	11.20am
	Mon to Thurs	Fri
Snack Break	1.05pm	11.55am

EVG Parent Support Group (PSG)

First Meeting

Date: 20 January 2024 (Saturday)

Time: 9.30am to 11.00am

Venue: EVG Library (Level 3)



Highlights

- Termly meetings with school's key personnel
- Build network of mutual support for one another

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Traffic Safety

The opening hours of the side gates near the bus stop are 6.30am to 7.30am and in the afternoon dependent on the dismissal time.

If you are driving your child to school, please drop your child/ward off only at the arrival porch inside the school compound.

School Calendar Highlights for Term 1 (2024)



You can refer to our school letter for key events taking place in Term 1.

S/N	Date	Event	Remarks
1	2 January	First Day of Term 1	Students to report to school by 7.30am
2	2 - 4 January	Sec 1 Orientation	Students to report to the school hall by 7.30am on all days. Further details will be provided during the first week of Term 1.
3	5 January	Camp Preparation Day (No School)	Students are not required to come to school

School Calendar Highlights for Term 1 (2024)



S/N	Date	Event	Remarks
4	8 - 10 January	Sec 1 Camp Confidence	Part of whole-school Learning for Life Programme (LLP) Cohort Camps. This is a day camp i.e. no overnight stay. Refer to Term 1 – Letter to Parents via Parents Gateway
5	10 January	Sec 1 Camp Confidence Finale - Campfire	Refer to Slide 18
6	13 January	Sec 1 Briefing for Parents and CCA Open House	Refer to Slide 19 and 20

School Calendar Highlights for Term 1 (2024)



S/N	Date	Event	Remarks
7	15 - 16 January	Sec 1 Photo Taking	Further details will be provided at a later date.
8	20 January	First PSG Meeting	More information will be disseminated through PG nearer the date.
9	9 February	Chinese New Year Celebrations	Further details will be sent out at a later date
10	10 - 11 February	Chinese New Year	Public Holidays
11	12 - 13 February	Chinese New Year	Public Holiday in lieu of Chinese New Year

School Calendar Highlights for Term 1 (2024)



S/N	Date	Event	Remarks
12	15 February	Total Defence Day	Commemoration of Total Defence Day
13	19 February - 7 March	Assessment Period	A separate schedule will be provided at a later date
14	8 March	EVG Road Run	Further details will be provided at a later date
14	9 - 17 March	Term 1 break	School Holidays
15	18 March	First day of Term 2	Students to report to school by 7.30am.

Orientation and Camp Confidence

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The Sec 1 Orientation and Camp Confidence are designed to allow all Secondary 1 students to know more about the school. It is also an important opportunity to make new friends. The Secondary 1 Orientation and Camp Confidence will be held from 2 - 10 January 2024. A detailed Orientation schedule will be given to all Secondary 1 students on the first day of school.

Date	Attire	Reporting Time	Dismissal Time
2 January 2024	Full School Uniform	7.30am	3.05pm
3 January 2024	PE Attire	7.30am	3.25pm
4 January 2024	PE Attire	7.30am	3.25pm
5 January 2024	Camp Preparation Day (No School)		

Secondary 1 Camp Confidence Finale

Date: 10 January 2024 (Wednesday)

Time: 5.30pm to 8.00pm



Action by Parents

The livestream link, together with other Orientation updates will be put up on the Evergreen Secondary School Facebook page.

- Parents who are driving are allowed to pick up their child from the pick-up/drop-off point inside the school from 8.00pm to 8.30pm.

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Sec 1 Briefing for Parents

Date: 13 January 2024 (Saturday)

Time: 8.30am to 10.00am

(Students will report at 8.00am in their respective classroom)

Venue: Evergreen Secondary School (School Hall)



Highlights

Briefing by School Leaders and HODs on school programmes.

Form Teacher Introduction.

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CCA Open House

Date: 13 January 2024 (Saturday)

Time: 10.00am to 11.30am

Venue: Evergreen Secondary School



Action by Parents

Do use the time to explore the various CCA booths and discuss the options with your child or ward.



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Administrative Matters

Evergreen Secondary School



Booklist

Please refer to the booklist for the purchase of books. Parents and students will need to refer to “**Taking Subject At**” column and purchase accordingly to their subject level (G1/G2/G3).

Evergreen Secondary School - Booklist 2024						
			RECEIPT (Retain for proof of purchase)			
Name :	Class :	Contact No :	Grand Total : \$			
Section A : Textbooks						
Publisher	Subject	TAKING subject at	Title of Book	Tick	Unit Price	Total
EPH	English	G1	S1/G1 English Examination Practice		\$10.90	\$10.90
GLM		G2	English Language Editing Sec 1 G2		\$11.00	\$11.00
R.E.A.L.Eng		G2, G3	Vocabulary Illuminated: Book 1, The Sun		\$18.05	\$18.05
Hodder		G3	All About English Grammar Editing Lower Sec. (2nd Ed)		\$12.40	\$12.40
PM	Literature	G2, G3	The Boy in the Striped Pyjamas		\$20.00	\$20.00

Textbooks and School Uniforms

Please be assured that your child can report to school in their primary school uniforms for the first 2 weeks if they do not have the Evergreen Sec uniform.

- Full school uniforms to be worn on Mondays.
- Half uniforms can be worn from Tuesday to Friday.

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Textbooks and School Uniforms

For Students Eligible for Subject(s) at More Demanding Level through Full Subject-based Banding (FSBB)

- 1) Check your eligibility.
- 2) If eligible, you and your parents can report to the School Hall on 21 December 2023 (10.30am to 12.30pm) to collect the letter of offer.
- 3) Submit the letter of offer after you make your choices for eligible subject(s) at a more demanding level (e.g., you are in Posting Group 2 and eligible for, and intend to take Science and Mathematics at a more demanding level).
- 4) If you would like to apply for financial assistance, you can proceed to General Office on **21 December 2023**.
- 5) Purchase of school uniforms and PE shorts (**excluding PE T-shirts**)
- 6) Purchase of textbooks from the school bookshop

Textbooks and School Uniforms



For All Other Students

Textbooks and uniforms can be purchased within the school premises.

To ensure a smooth flow and minimise waiting time, **purchases in the school is by appointment ONLY.** You are required to book an appointment slot before proceeding to school.

<https://calendly.com/evergreensecondaryschool/sec-1-evg-purchase-of-textbook-uniforms>

Do note the following

- Please do not turn up in school without an appointment.
- Show your email with the details of the booking, to the school Security Guards before entry.



Textbooks and School Uniforms

Operating Days	Day	Operating Hours
21 December 2023*	Thursday	10.30am – 3.00pm
22 December 2023	Friday	
26 December 2023	Tuesday	9.00am – 3.00pm
27 December 2023	Wednesday	
28 December 2023	Thursday	

* Only for those students eligible for taking subjects at a more demanding level

PE Attire

The colour of the PE T-shirt your child/ward buys will depend on the House he/she is assigned. There are six Houses taking their names from Singapore's Founding Fathers.

The House that he/she is assigned to depends on class allocation. The class allocation will be assigned by [28 December 2023](#).

Time will be given to purchase the PE T-shirt in school on the first week of school.
(Costs around \$7.00 - \$15.00)



PE Attire

Class	House Name	PE Shirt Colour	
1 Respect	David Marshall	Red	
1 Integrity	Lim Kim San	Orange	
1 Commitment	Othman Wok	Yellow	
1 Enterprise	Rajaratnam	Green	
1 Dynamic	Eddie Barker	Blue	
1 Thinking	Goh Keng Swee	Purple	
1 Character	Eddie Barker	Blue	

2024 Sec 1 Classes

You can check your child's assigned classes via Parents Gateway from **28 December 2023.**

- 1 Respect
- 1 Integrity
- 1 Commitment
- 1 Enterprise
- 1 Dynamic
- 1 Thinking
- 1 Character



Shoes & EVG Shoelaces

Can be purchased from the school bookshop.



1 pair → \$2.80



All black school shoes → \$25.00

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Application for MOE Financial Assistance

If MOE FAS is approved by other schools

Send the FAS approval letter to the school's email @

evergreen_ss@schools.gov.sg

The school will verify and contact you. You may collect the textbooks and uniforms from school from 21 December 2023 onwards.

OR

Report to the General Office on 21 December 2023 with the FAS approval letter for endorsement and verification. Once this is done, the textbooks and uniforms can be collected from 21 December 2023 onwards.

Note: If you are applying for financial assistance, do not purchase textbooks and school uniform until the application is approved.



Application for MOE Financial Assistance

New Application For FAS

If you have not applied for FAS in your Primary school, you can complete the application form at the:

- General Office

To facilitate processing, applications must be supported with all the documents indicated in the MOE FAS Application form.



School Smart Cards (SSC)

2024 Secondary One Students will be issued with a new Secondary Level School Smart Card (SSC).

Students can continue to use their Primary Level SSCs for concessionary travel till **end April 2024**.

Students can still purchase the Transitlink Secondary Concession Pass using their Primary Level SSCs.



Health Screening, Immunisation and Dental Services School

For Singapore Citizens and Permanent Residents, you can now submit your consent using SingPass via <https://go.gov.sg/hpb-ccp>

Deadline: 31 January 2024



Student Handbook

For more information, please refer to the student's handbook.

A copy of the handbook will be issued to your child by 10 January 2024.

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Personalised Digital Learning Programme (PDLP)



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Device Bundle

- Apple iPad
- Apple Pencil
- External Keyboard
- 1 year Insurance and 1 year Warranty
(1 repair or 1 replacement claim)

More information will be provided during
the Parents Briefing on 13 January 2024.



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Subject Matters

Evergreen Secondary School

Higher Mother Tongue (HMT) / Third Language



HMT

- We will automatically enrol your child into HMT if he/she is eligible (MOE Option Letter). You can proceed to purchase the HMT books.
- Students who do not wish to accept the HMT subjects offer can proceed to buy the Sec 1 CL/ML G3 books.

Third Language

- Third Language offers are given by MOE based on the students' PSLE results. Any appeal should be made directly to the MOE Language Centres.

Registration of Successful Applicants to Zonal Centres or Ministry of Education Language Centres (MOELC)



Instructions to students posted to Malay (Special Programme) (MSP) and Chinese (Special Programme) (CSP)

Zonal Centres

- For students posted to MSP and CSP Zonal Centres, please refer to the respective school website for instructions for registration.

Instructions to students posted to MOE Language Centres (Bishan and Newton)

- For students posted to the MOE Language Centres (Bishan and Newton), please go to the MOE Language Centre website (moelc.moe.edu.sg) to confirm the acceptance of the offer and complete the online registration.

Registration for the Zonal Centres and MOE Language Centres will be from 21 December 2023 to 2 January 2024.

Places that are not taken up by Tuesday 2 January 2024 will be reallocated to other applicants.

Lesson commencement dates will depend on the timetable allocated to you. Please confirm the actual date at the respective MOELC or Zonal Centres during registration.

Mother Tongue (Tamil Language)

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- Sec 1 Tamil Language Centres
- Please register at the Tamil Language Centre on 2 January 2024 between 3.00pm to 5.00pm. Tamil Language Timetable at Marsiling Secondary will take effect from Monday, 9 January 2024.

Taking Subjects at	Register at
HTL	Marsiling Secondary School
G3/G2/G1	Sembawang Secondary School

Full Subject-Based Banding (FSBB) School

Evergreen Secondary School has been selected as one of the pilot schools for Full SBB since 2020.

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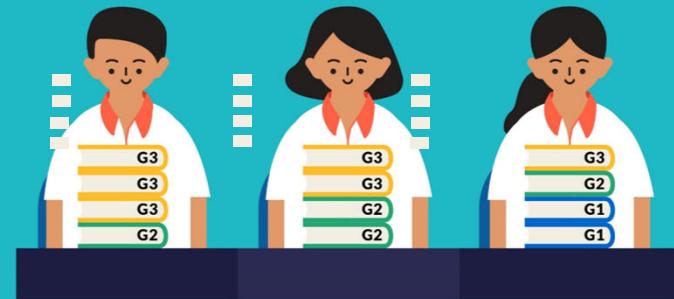
One Secondary Education, Many Subject Bands

With Full SBB, students can take subjects at G1/G2/G3 academic levels, which are mapped from today's N(T)-, N(A)-, and O-Level subjects respectively.

Start of Sec 1
Subject levels are assigned based on PSLE results



Beyond Start of Sec 1
Subject levels depend on students' abilities



For illustration purposes only. Number of books are not indicative of number of subjects taken.

Full Subject-Based Banding School



Common learning experience to mingle, build meaningful friendships, and appreciate different perspectives.

Opportunities for your child/ward

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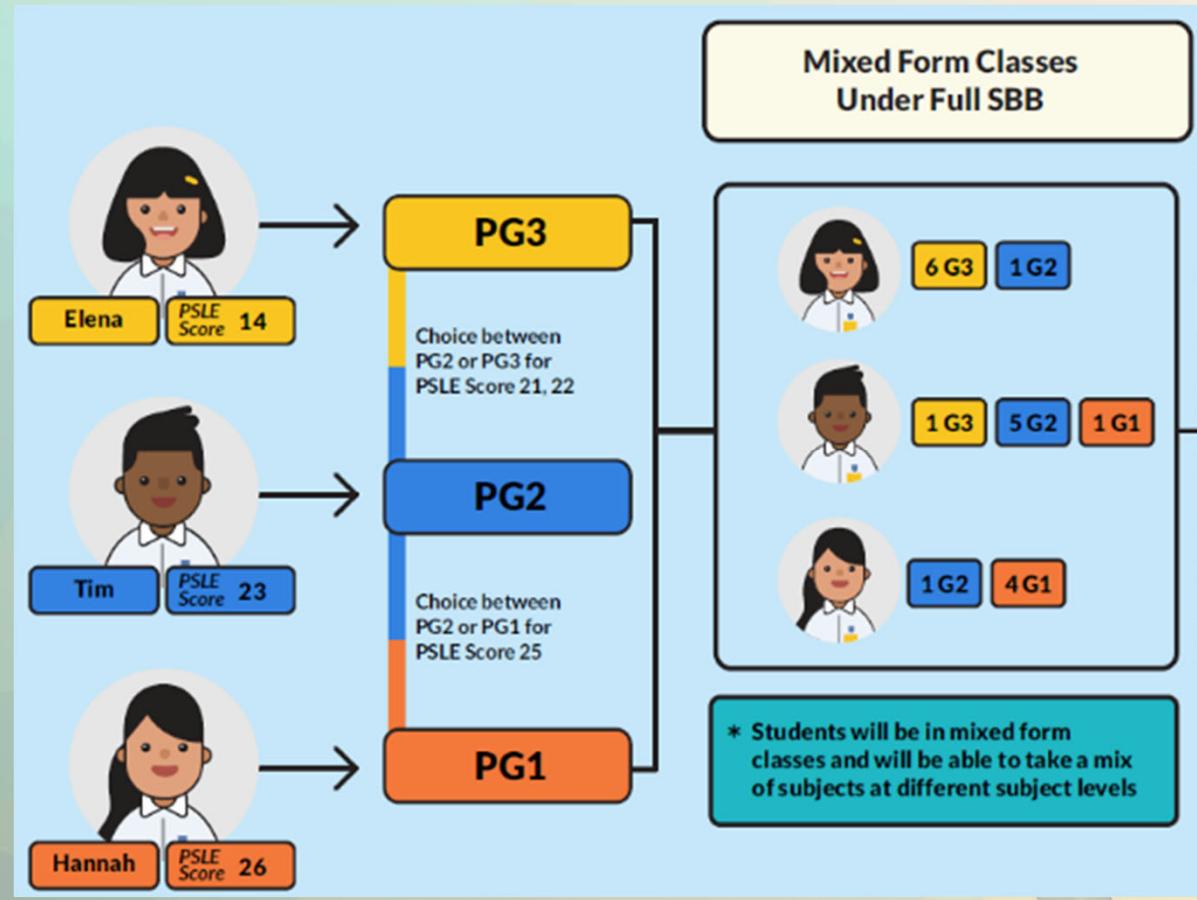


Opportunities to take academic subjects at more demanding level for students in Posting Groups (PG) 1 and 2

Full Subject-Based Banding School

- Your child/ward will be in mixed form classes, i.e., each class will have students who joined Evergreen Secondary School via Posting Group (PG) 1, 2 and 3.

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Full Subject-Based Banding School



- All students will take six common curriculum subjects with their form class classmates:



- Your child/ward will proceed to his/her respective classes [General (G) 1, 2 or 3] for Mother Tongue, English, Mathematics, Science and Humanities.

Subject Levels under Full SBB

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- Students are required to take compulsory subjects at G1, G2 or G3.
- Subject level at the start of Secondary 1 is based on their PSLE Score and indicated by Posting Groups.

PSLE Score	Posting Groups	Indicative level for most subjects at start of Secondary 1
4 – 20	PG3	G3
21 and 22	PG2 or PG3	G2 or G3
23 and 24	PG2	G2
25	PG1 or PG2	G1 or G2
26 – 30 (with AL 7 in EL and MA)	PG1	G1

Offering Subjects at More Demanding Levels

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- Sec 1 students in PG 1 and 2 may be offered English, Mathematics, Science, and/or, Mother Tongue Languages at more demanding level, based on their PSLE subject grades.

Eligibility Criteria



Those students in PG 1 and 2 would receive the letter of offer, based on the following criteria shown.

Posting Group	PSLE Standard grade	PSLE Foundation grade	Option to offer subject at
PG2	AL 5 or better	-	G3
PG1	AL 5 or better	-	G2 / G3
	AL 6	AL A	G2

For example, if your child/ward obtains AL 5 for Science in PSLE and is in PG 2, he/she will be offered to take Science at G3 level instead of G2 level in Secondary 1 and 2.

Sample Letter of Offer



Ministry of Education
SINGAPORE

LETTER OF OFFER FOR SUBJECT(S) AT MORE DEMANDING LEVEL IN SEC 1

Instructions

- You are eligible to offer subject(s) at more demanding level as indicated below. Please complete this form to indicate if you wish to do so.
- Please return the completed form to your Principal by **26 December 2023**

Name of student: Alice Tan
NRIC/FIN No.: XXXX123A
School: Evergreen Secondary School
Indicative level¹ G1
for most
subjects at start
of Sec 1:

ACCEPTANCE OF OFFER FOR SUBJECT(S) AT MORE DEMANDING LEVEL IN SEC 1

1. I accept / reject* ENGLISH LANGUAGE at <G3 / G2>.

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Deadline to Submit Letter of Offer



- Students in PG 1 and 2 who are eligible to offer subject(s) at more demanding level should collect their letter of offer on **21 December 2023 (10.30am to 12.30pm)** from the school hall.
- You can make your choice(s) and purchase the uniforms and textbooks on the same day.
- Your child/ward **can choose** to **accept or reject** the offer.
- Please indicate your decision to accept or reject the offer of the subject(s) at more demanding level in the letter of offer.



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Sec 1 Registration

Evergreen Secondary School

Sec 1 Registration



Step 1: Check FSBB/HMT eligibility

All students to check for eligibility. You may access the Excel Spreadsheet (via Parents Gateway) to access your eligibility.

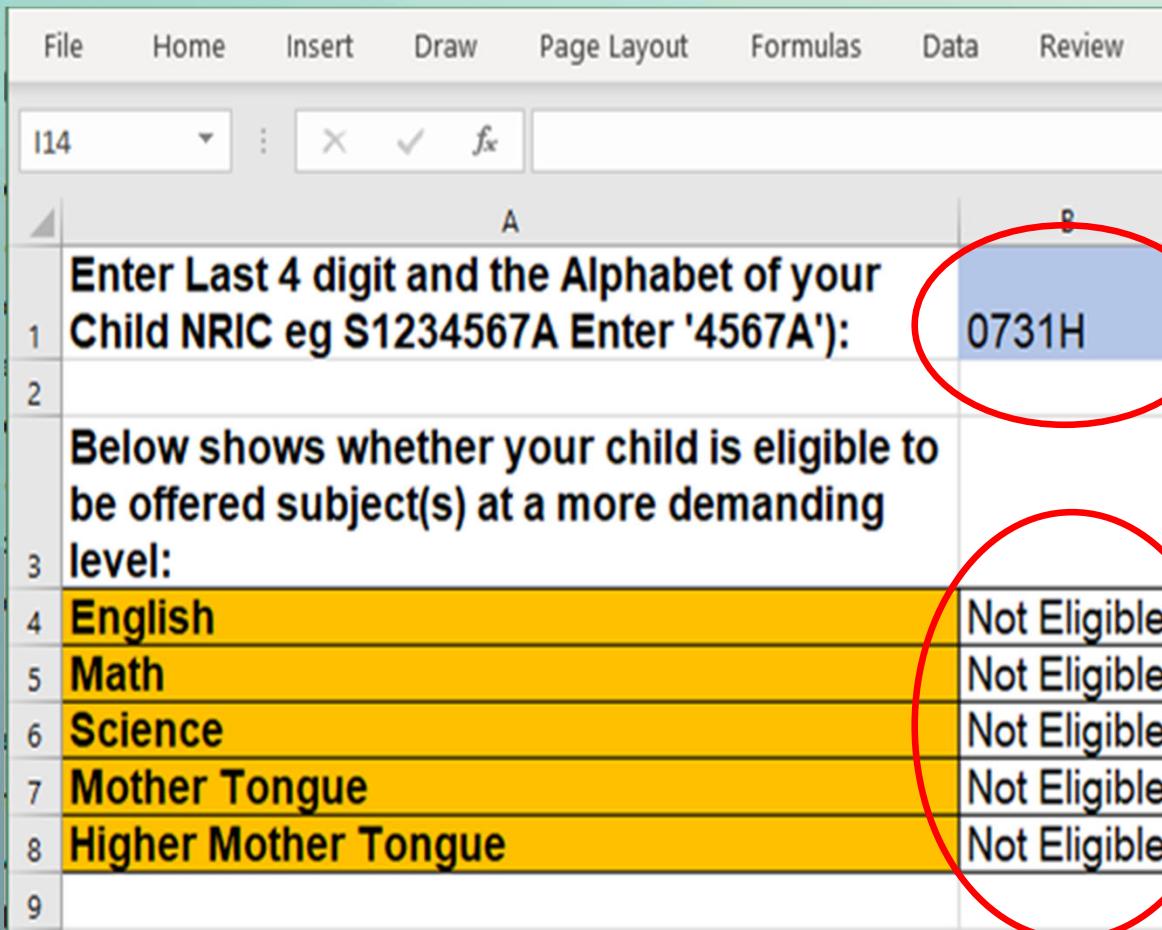
1. Download Excel Spreadsheet sent via Parents Gateway. Document can only be downloaded and accessed **via a desktop or laptop**.

2. Key in the last 4 digits and alphabet of your child's NRIC on the excel spreadsheet sent through Parents Gateway. For example **4567A** from the full NRIC number of "T123**4567A**".

3. If your child is eligible to take subject(s) at more demanding level, please proceed to the school hall today (21 December 2023 from 10.30am to 12.30pm).

4. Parking space at the school is limited.

Sec 1 Registration



A screenshot of a Microsoft Excel spreadsheet titled "Sec 1 Registration". The spreadsheet has a header row with tabs for "File", "Home", "Insert", "Draw", "Page Layout", "Formulas", "Data", and "Review". Row 1 contains the instruction: "Enter Last 4 digit and the Alphabet of your Child NRIC eg S1234567A Enter '4567A')". Row 2 contains the value "0731H" in cell B1, which is highlighted with a red circle. Row 3 contains the instruction: "Below shows whether your child is eligible to be offered subject(s) at a more demanding level:". Rows 4 through 8 list subjects: English, Math, Science, Mother Tongue, and Higher Mother Tongue. The last column of these rows, spanning columns E to F, contains the text "Not Eligible" repeated five times. A red circle highlights the entire range of these cells. A red arrow points from this highlighted area to a callout box.

1	I14	A	B		
2					
3					
4					
5					
6					
7					
8					
9					

* Downloaded from PG and accessed **via desktop or laptop computer**

- **Not eligible** to take any subject at a more demanding level.
- **No need** come to school today

Sec 1 Registration

J12	A	B
	X ✓ f/x	
1	Enter Last 4 digit and the Alphabet of your Child NRIC eg S1234567A Enter '4567A'):	0532J
2		
3	Below shows whether your child is eligible to be offered subject(s) at a more demanding level:	
4	English	Eligible
5	Math	Eligible
6	Science	Not Eligible
7	Mother Tongue	Eligible
8	Higher Mother Tongue	Not Eligible
9		

* Downloaded from PG and accessed **via desktop or laptop computer**

- **Eligible** to take **at least 1 subject** at more demanding level.
- **Report to Evergreen Secondary School** today (10.30am to 12.30pm)



Sec 1 Registration

Step 2: Taking subject(s) at higher demand level

- Some students from Posting Group 1 and 2 will be eligible to take subject(s) at more demanding level through Full Subject-Based Banding (FSBB).
- If your child is eligible to take subject(s) at more demanding level, kindly collect letter of offer form on **21 December 2023** (10.30 am to 12.30 pm) from the school hall and submit the form by **26 December 2023, 5.00pm**.

Sec 1 Registration

Step 2: HMT eligibility (applicable to some students)

- Some students will be eligible to take Higher Mother Tongue.
- We will automatically enrol your child into HMT if he/she is eligible (MOE Option Letter). You can proceed to purchase the HMT books.
- Students who do not wish to accept the HMT subjects offer can proceed to buy the Sec 1 CL/ML G3 books



Checklist for Documents



Document	Where to find it?
Zoom Room Details	Parents Gateway - Sec 1 Registration (AY 2024 Cohort) on 21 Dec 2023
Term 1 Letter to Secondary One Parents	
Sec 1 Booklist & Sales of books and uniforms	
FSBB/HMT Eligibility	Parents Gateway - Subject-based Banding(SBB)/Higher Mother Tongue Language (HMTL) Eligibility
Booking of Slots for Purchase of Textbooks / Uniforms	https://calendly.com/evergreensecondaryschool/sec-1-evg-purchase-of-textbook-uniforms

For those without access to Parents Gateway, you may call the General Office 63656392 for assistance.

We are here to support you!



School Telephone No. (General Office)	63656392	
EVG school website (For official school matters)	https://evergreensec.moe.edu.sg/	
Official Email	evergreen_ss@moe.edu.sg	
Official Facebook Account	https://www.facebook.com/EvergreenSecondary	
Official Instagram Account	https://www.instagram.com/evergreen_secondary_official/	