

# Queenstown Secondary School

## 2024 Secondary One Registration Information

Dear Parents/ Guardians and Secondary 1 students

Welcome to Queenstown Secondary School (QTSS)! We are delighted to have your child/ward in our school.

The Secondary One Registration process will be conducted online, so the Secondary One students are **not required** to report in person on Registration Day. The designated primary contact of the child would also receive a Parent Gateway (PG) notification from us, directing you to the below Online Registration Portal and other relevant information from the afternoon of the S1 School Posting Day. You will be informed of your child's form class from 29 December 2023 onwards via PG.

For further enquiries, please call the General Office at 6474 1055, or send an email to Ms Janice Han, Year Head (Lower Secondary) at [han\\_chin\\_oon\\_janice@moe.edu.sg](mailto:han_chin_oon_janice@moe.edu.sg).

We trust that your child/ward will have an engaging learning experience in our school for the next 4 years. We thank you in advance for your partnership with us in your child's/ward's education.

### 1. Online Registration Portal

- (a) Go to <https://go.gov.sg/qtsssec1registration2024intake>. The online registration will open on **20 December 2023, Wednesday**.
- (b) The registration takes about 15 minutes. Please complete all fields.
- (c) **It is compulsory for parents/ guardians to complete the registration.** Please complete the registration latest by **22 December 2023, Friday, 12pm**.

### 2. Sec 1 Parents Engagement Session

Parents are invited to attend the Parents Engagement Session and Campfire on **Friday, 5 January 2024 from 5:00 pm to 7:30pm**. More details will be made available from 29 December 2023 via Parents Gateway.

### 3. School textbooks and school uniform

To ensure a smooth and pleasant purchase experience, we strongly encourage parents to make purchase from the respective goods and service providers. For students offering SBB subject/s, parents are to ensure the correct books are bought. The details are as follows:

(a) Sales of Textbooks and Learning Materials, Name of vendor: Pacific Bookstores Pte Ltd

Click [here](#) for Sec 1 booklist and instructions for the purchase of textbooks and learning materials.

(b) Sales of School Uniforms and PE attire, Name of vendors: Pacific Bookstores Pte Ltd and My Uniform Shop (ASIA) Pte Ltd respectively.

Items to be purchased:

- School uniform (blouse & skirt/shorts)
- PE attire
- School tie
- Name Tag

Click [here](#) for instructions for the purchase of school uniform, PE attire and acceptable footwear.

(c) The dates and timing for purchase of textbooks, uniforms and PE attire from school are 20 Dec 2023(Wednesday), 21 Dec 2023(Thursday), 22 Dec 2023 (Friday), 26 Dec 2023 (Tuesday) and 27 Dec 2023 (Wednesday) from 9:00 am to 3:00 pm.

### 4. Application for MOE Financial Assistance Scheme (FAS) for 2024

(a) The objective of the MOE FAS is to help financially needy Singaporean students in Government and Government-aided schools to meet basic schooling expenses. You may also click <https://www.moe.gov.sg/financial-matters/financial-assistance> for more information on Financial Assistance Scheme (FAS) 2024.

(b) If you wish to apply for Financial Assistance Scheme, you may choose to

- submit via e-FAS form <https://go.gov.sg/moe-efas> or

- obtain a copy of the application form from the General Office. Upon completion, please submit the hardcopy application form and the required supporting documents to the General Office.

(c) Students who are approved under MOE-FAS need not purchase their school textbooks and school uniforms. They are to bring their MOE FAS 2024 approval letter when collecting their materials from the school during 20 Dec 2023(Wednesday), 21 Dec 2023(Thursday), 22 Dec 2023 (Friday), 26 Dec 2023 (Tuesday) and 27 Dec 2023 (Wednesday) from 9:00am to 3:00pm.

## **5. Subject-Based Banding (SBB) for Posting Group 2 and Posting Group 1**

Parents whose child is eligible to take subjects at a more demanding level will receive the Subject-Based Banding (SBB) acceptance form(s) via PG from **21 Dec 2023, Thursday 5:00pm**. Please note that you may receive up to 3 forms depending on the number of subjects your child is eligible for. You will need to submit the acceptance form(s) **by 26 December 2023, Tuesday, 12:00pm**. You may contact Ms Janice Han (Year Head/Lower Secondary) at [han\\_chin\\_woon\\_janice@moe.edu.sg](mailto:han_chin_woon_janice@moe.edu.sg) for queries.

## **6. Outcome of Application to offer Non-Mother Tongue Languages/ Higher Mother Tongue / 3rd Language**

The school will get in touch with you via PG or phone call or email about the outcome of your application **from 22 December onwards**.

## **7. Appeal for Transfer Out (for Serious Medical Conditions Cases)**

(a) Parents and students will need to submit their appeal in person through the **posted secondary school by 12:00 pm on the following working day after the release of S1 posting results**.

(b) Please refer to the [\*\*MOE website\*\*](#) for more details.

## **8. Appeal for Transfer In (for non-medical cases)**

(a) Student transfers are subjected to the availability of vacancies of the school.

(b) Your child's PSLE score should meet the school's cut-off point of the posting year before they can be considered for transfer.

(c) Students successfully allocated to their DSA school will not be allowed to transfer to another school. They are expected to honour their commitment to the allocated DSA school for the entire duration of the programme.

(d) Please obtain a copy of the application form from the general office and submit the necessary supporting documents by **Tuesday, 26 December 2023, 12:00 pm.**

(e) Your appeal is deemed to be unsuccessful if you do not hear from the school by 12 January 2024. Reason(s) for the outcomes of your appeal will not be disclosed.

(f) Students should still report to the posted secondary school on 2 January 2024.

## **9. Student Smart Card (SSC) for concessionary travel**

All students entering Secondary One in January 2024 will be issued with a new SSC. While waiting for the new SSC, students can use their Primary level SSCs for concessionary travel until end April 2024.

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# **Start of 2024 – Important Information for Parents and Students**

To ensure you are well prepared for the start of your Secondary school journey with us, please note the following information.

## **1. Reporting & Dismissal Time and Venue**

### **Daily reporting time:**

Students must report for morning assembly at the assembly venue no later than 7:30 am (8:15 am on Thursdays).

### **Dismissal time:**

Usually by 2:35 pm on Mondays, Tuesdays, Wednesdays, 2:00 pm on Thursdays and 12:50 pm on Fridays.

Depending on your child's / ward's involvement in CCAs / curriculum lessons / school programmes such as Learning Journeys, Enrichment Programmes, etc, he / she may have a different dismissal time on affected days.

## 2. School Uniform and Shoes

Students are to report in Queenstown Secondary school **uniform** on the first day of school. Acceptable shoes can be found [here](#).

*\*If the Secondary 1 student is not able to purchase the QTSS attire by the first day of school, he/she will report to school in his/ her primary school uniform instead.*

## 3. Sec 1 Orientation @ QTSS

To orientate our new Sec 1 students, the Sec 1 Orientation Programme will be held from **2 to 5 January 2024**. Students can bring a backpack to keep writing materials, water bottle and some money. Students are not required to bring curriculum books during the orientation period. The class timetable will be distributed within the first week of school, and you will only be required to bring your learning materials for lessons from 8 January onwards.

Please note the reporting and dismissal timing for the Sec 1 students from 2 to 5 January 2024.

Date/ Day	Reporting Time	Dismissal Time
2 January (Tues)	No later than 7:30 am	2:00 pm
3 January (Wed)	No later than 7:30 am	6:00 pm
4 January (Thurs)	No later than 8:15 am	6:00 pm
5 January (Fri)	No later than 7:30 am	No later than 8:00 pm