

SEEK TO Grow STRIVE TO Excel SERVE WITH HONOUR

The National Flag, Singapore's most visible symbol of statehood, reflects the ideals, beliefs and values that we stand by as a nation amidst our rich and diverse make-up.

It forms a crucial element of our national identity. As such, the National Flag is to be treated with dignity and honour.



### Meaning

The National Flag consists of two equal horizontal sections, of red above white. The upper left section contains a white crescent moon, and five white stars which form a circle.

Each feature of the Flag has its own distinctive meaning and significance.

Red symbolises universal brotherhood and the equality of man, while white signifies pervading and everlasting purity and virtue. The crescent moon represents a rising young nation. The five stars stand for the nation's ideals of democracy, peace, progress, justice and equality.

### Our Mational Anthem

### Majulah Singapura

Mari kita rakyat Singapura Sama-sama menuju bahagia Cita-cita kita yang mulia Berjaya Singapura

Marilah kita bersatu Dengan semangat yang baru Semua kita berseru Majulah Singapura Majulah Singapura

### Onward Singapore (English Translation)

Come, fellow Singaporeans Let us progress towards happiness together May our noble aspiration bring Singapore success

Come, let us unite
In a new spirit
Let our voices soar as one
Onward Singapore
Onward Singapore

### The Pledge

We, the citizens of Singapore, pledge ourselves as one united people, regardless of race, language or religion, to build a democratic society, based on justice and equality, so as to achieve happiness, prosperity and progress for our nation.

Singapur kudimakkal aagiya naam சிங்கப்பூர் குடிமக்களாகிய நாம் inam, moli, matham, இனம், மொழி, மதம் aaghiya vaetrumaigalai maranthu, ondrupattu, ஆகிய வேற்றுமைகளை மறந்து ஒன்றுபட்டு, nam naadu magilchi, valam,munnaetram, நம் நாடு மகிழ்ச்சி, வளம், முன்னேற்றம் aaghiyavatrai adaiyum vannam, ஆகியவற்றை அடையும் வண்ணம் Kami, warganegara Singapura, sebagai rakyat yang bersatu padu, tidak kira apa bangsa, bahasa, atau ugama, berikrar untuk membina suatu masyarakat yang demokratik,

berdasarkan kepada keadilan dan persamaan untuk mencapai kebahagiaan,

kemakmuran dan kemajuan bagi negara Kami. samathuyathayum neethiyaiyum

samathuvathayum, neethiyaiyum, சமத்துவத்தையும், நீதியையும் adippadaiyaaga kondha அடிப்படையாக கொண்ட jananaayagha samuthaayathai ஜனநாயக சமுதாயத்தை uruvaakuvatharku உருவாக்குவதற்கு uruthi merkolvomaga. உறுதி மேற்கொள்வோமாக.

Pupils who are Singaporean citizens must sing the National Anthem and take the pledge. 誓愿不分种族,言语,宗教,团结一致, 建设公正平等的民主社会, 并为实现国家之幸福,繁荣与进步, 共同努力。

我们是新加坡公民。

Pupils will take the Pledge with the right fist placed over the heart,

# All About Me

Name:	
Class:	
Form Teacher 1:	
	Class:
Favourite Quotation:	
In case of an emergenc	cy, please contact:
Parent/Guardian:	

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## Mational Education Messages

- 1. Singapore is our homeland; this is where we belong. We treasure our heritage and take pride in shaping our own unique way of life.
- 2. We must preserve racial and religious harmony. We value our diversity and are determined to stay a united people.
- 3. We must uphold meritocracy and incorruptibility. We provide opportunities for all, according to their ability and effort.
- 4. No one owes Singapore a living. We find our own way to survive and prosper, turning challenge into opportunity.
- 5. We must ourselves defend Singapore. We are proud to defend Singapore ourselves, no one else is responsible for our security and well-being.
- 6. We have confidence in our future. United, determined and well-prepared, we have what it takes to build a bright future for ourselves, and to progress together as one nation.



# School History

Serangoon Secondary School began in 1928 as Serangoon English School, housed in a double-storeyed building along Simon Road. In 1949, the school became a full school offering education from Primary One to Cambridge School Certificate. In 1957, it was converted into a secondary school serving residents of Upper Serangoon district. In 1967, the school relocated to Lowland Road and was renamed Serangoon Secondary School. In 2001, it moved to its present premises at 11, Upper Serangoon View.

Since its inception, Serangoon Secondary School has not only made a number of remarkable achievements in its provision of education to those living in its neighbourhood but has also produced a cabinet minister, educators, doctors. dental surgeons, businessmen and professionals in other fields.



### • OUR VISION •

Resilient Individuals, Passionate Learners, **Active Contributors** 

### • OUR MISSION •

Moulding Character, Igniting Passion, **Building Community** 

### OUR PHILOSOPHY •

Together, we empower every Serangoon StaR to SHINE, for the growth of self and the good of others

### • OUR VALUES •

Self-directedness

Harmony

Integrity

**R**esilie Nce

Excellence

### • OUR MOTTO •

Seek to Grow Strive to Excel Serve with Honour

### School Emblems and Colours



The zeal with which we pursue our mission is expressed in the emblems and colours of our school crest and flag.



**Eagle** - The eagle depicted is the German Eagle, which symbolises self-discipline, dignity, esteem and power.

**Lamp** - The lamp with its radiant and glowing flame, symbolises knowledge acquired through the studying of academic subjects and a student's all-round development, well-being and balanced personality.

Together, the eagle and the lamp symbolise the determination with which we seek to achieve our goals.



**Blue** signifies the two important and essential qualities of a good character, viz. piety and sincerity.

**White** embodies everything that is pure and wholesome, particularly, purity in thought, word and deed.

**Orange** represents strength in character and physique, integrity which is strength and firmness of character, and endurance, which is the spirit of determination and the ability to persevere to the very end.

# SHINE Values

	Our StaRs
Self-directedness	take responsibility for own learning and development
Harmony	work and get along well with others
Integrity	are honest and upright in words and actions
ResilieNce	adapt well to change and recover from setbacks
Excellence	strive for personal best

### StaRs Logo



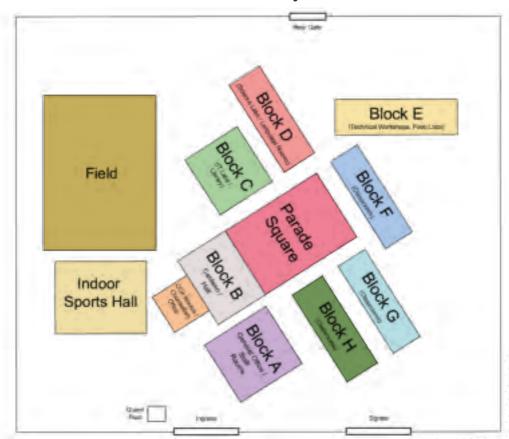
Our students are Serangoon StaRs, embodying the SHINE values for development of self and others.

The logo depicts silhouettes of students and teachers coming together to form a Star. Members are forging bonds and building a community steeped in the school's core values.

### The StaR's Creed

I am a Serangoon StaR I am self-directed and have integrity I am passionate about learning and strive to excel I believe in harmony and seek to help others in my community and nation I am resilient and adaptable in the face of challenges I serve with pride and bring honour to my school I am proud to be a Serangoon StaR

### S chool L ayout



# Classroom Blocks Layout

### **BLOCK F**

F4-01 HR29	F4-02 HR30	F4-03 HR31	F4-04 HR32
F3-01 HR19	F3-02 HR20	F3-03 HR21	F3-04 HR22
	F2-01 HR10	F2-02 HR11	F2-03 HR12
Cafe	F1-01 HR1	F1-02 HR2	F1-03 HR3

### **BLOCK G**

	G4-01 HR33	G4-02 HR34	G4-03 HR35
	G3-01 HR23	G3-02 HR24	G3-03 HR25
	G2-01 HR13	G2-02 HR14	G2-03 HR15
G1-04	G1-01 HR4	G1-02 HR5	G1-03 HR6

### **BLOCK H**

	H4-01 HR36	H4-02 HR37	H4-03 HR38
	H3-01 HR26	H3-02 HR27	H3-03 HR28
	H2-01 HR16	H2-02 HR17	H2-03 HR18
H1-04	H1-01 HR7	H1-02 HR8	H1-03 HR9

## Approach To Student Management

The school's positive and proactive approach to discipline is in line with MOE's Discipline Framework.



The Student Management Committee aims to inculcate the basic values of respect, selfdiscipline, social responsibility and moral integrity. We want to develop in our students (termed as Serangoon StaRs) a sense of self-control and responsibility that lays the foundation for their success in school. This is achieved by creating a supporting and nurturing environment and by communicating clear expectations of student behaviour. We also expect students to take ownership of their behaviour by ensuring exemplary conduct at all times. We discipline because we care.

The committee focuses on both aspects of discipline - preventive and corrective. Preventive discipline is achieved through communication of clear expectations and rules of behaviour in school. Students are expected to be aware of these expectations and rules and conduct themselves accordingly, whether in or out of school, until the student graduates from school.

Corrective discipline is achieved through intervention procedures to promote acceptable behaviours, and to change unacceptable behaviours to acceptable behaviours. Consequences for misconduct are clearly spelt out and followed to deter further offences. Students who misbehave are also referred for counselling.

Corrective discipline is achieved through intervention procedures to promote acceptable behaviours, and to change unacceptable behaviours to acceptable behaviours. Consequences for misconduct are clearly spelt out and followed to deter further offences. Students who misbehave are also referred for counselling.

Counselling complements the disciplinary actions taken. Counselling sessions offer opportunities for students to reflect on their own behaviour and take personal responsibility for correcting them. Students will be guided by the counsellors to focus on their actual goals for being in school and plan steps to achieve them.



The following are general standards of good behaviour expected of all students that apply in any setting and mode of interaction, including the digital realm.

### 1. Exemplary conduct

Students must be on their best behaviour in and out of school. This includes greeting school staff and visitors, being polite, considerate, responsible and respectful of self and others.

### 2. Respect for all

Students must respect authority. They have the responsibility to cooperate with all school staff and student leaders. Students must also respect their peers and co-create a conducive environment for learning. They can do so by not ridiculing or teasing others, to avoid disturbing their learning. They must also behave in an appropriate and reasonable manner in and out of the school. Students must also respect school property and the environment. Expectations for respect apply to all activities, including those carried out in the digital realm.

### 3. Appropriate Attitudes towards Learning

With academic success as their end in mind, every student must be present for lessons and actively participate in related activities. Punctuality for lessons and activities is also non-negotiable. Every student should be attentive during lessons, and complete and submit quality assignments and homework as expected. Students should be good team members when working in groups.

For learning to take place, students must have textbooks, stationery and other writing materials. They should bring their textbooks home to do their homework or revise the topics taught in class. Only files and dictionaries can be left in the classroom with permission from the form or subject teachers, but the school is not responsible for any loss.

It is every student's responsibility to be familiar with all school rules and expectations and observe them accordingly. Ignorance is neither a reason nor an excuse for inappropriate behaviour. Failure to observe rules and expectations will result in the student facing disciplinary measures including detention, corrective work order, suspension, caning or any other measures deemed appropriate by the school.

It is expected of every Serangoon StaR to have integrity. They must come forth when they have knowledge of wrongdoing, be it of their own or others. Students who choose to remain silent and allow wrongdoing or harm to take place are culpable and will be held accountable for their inaction.

## School Pules & Expectations

### **General Conduct**

#### All students are to ...

- · attend school regularly and all school programmes as required
- wear the school uniform and PE attire smartly
- be punctual for school and all school activities. Latecomers will face disciplinary measures such as detention, corrective work order and/or suspension. Their conduct grade may also be affected
- be seated at the designated assembly area by 7.30am
- attend the daily flag-raising and pledge-taking ceremony.
- Singapore Citizens must sing the National Anthem and take the Pledge. Students will take the Pledge with their right fist over the heart. All students, who are non-Singaporeans, will stand at attention throughout the ceremony. All students must sing the School Song.
- leave the school premises by 6.30pm (unless supervised by a teacher)

#### All students are to ...

- be always polite and respectful in speech and actions.
- be courteous to all school staff, vendors, fellow schoolmates and visitors
- be considerate to others both within and outside the school premises
- follow instructions given by the school authorities
- produce a medical certificate if absent from school
- · submit a formal request to the school for permission to attend to any urgent private matters

### Students who wish to leave school during school hours must observe the following procedures:

- · inform Form Teacher
- · obtain permission from the Principal / Vice-Principals / HOD Student Management
- contact parent / guardian to come to the school
- receive the 'Permission to leave school' note
- leave school only when escorted by their parent / quardian unless permitted by them and verified by the school

#### **Classroom Conduct**

#### All students are to ...

- be responsible for their learning and respect other learners
- observe the classroom protocol at all times
- be attentive at all times and clarify when in doubt
- sit up straight and take notes during lessons
- be equipped with their textbooks and other materials required
- do their best to complete work and assignments given
- be punctual in submitting work and assignments done
- · maintain the desks and chairs in good condition
- · take good care of school facilities and equipment. Vandalism of school property will be severely dealt with. Besides disciplinary consequences, a full payment for the repair of damaged property is expected.
- request the teacher's permission and an EXIT pass to leave the classroom
- knock on the door and ask for permission to enter the classroom

### **Canteen Conduct**

#### All students are to ...

- leave the classroom for recess with the teacher's permission when the bell rings. All classrooms are to be locked during recess to safeguard student belongings, and students must not attempt to force open the classroom doors or enter the classroom until the class chairperson or designated person unlocks the classroom towards the end of recess.
- · stay clear of the kitchen area in the canteen
- queue in an orderly manner when buying food or drinks
- · buy and consume food and/or drinks during their allocated recess time and in the canteen or café area only
- return all used plates and utensils to the tray collection points of the respective stalls
- keep the canteen clean and free of litter

### **Attire and Appearance**

#### All students are to ...

- · wear the prescribed school uniform and modification to the uniform is not allowed
- wear the school uniform and PE attire smartly within and outside the school premises, during and after school hours and during the holidays when attending school programmes
- wear the school uniform (full-uniform or half-uniform) on days as prescribed
- · button up and tuck in the school shirt at all times



### From left to right:

- Full uniform for male students (with tie when required)
- Full uniform for female students
- Half uniform for female students
- Half uniform for male students
- PE attire

### **Attire and Appearance**

#### All students must ...

- wear school T-shirts and school shorts for PE lessons and games
- wear CCA T-shirts only during their respective CCA activities
- tuck in all T-shirts for morning assembly
- wear only a simple (no slogans/graphics/brands) black, dark blue or grev jacket over the school uniform to keep warm, if required. No jacket is to be worn if the PE T-shirt is already worn underneath the shirt.
- keep a simple hairstyle that projects a wholesome appearance
- · wear plain-looking spectacles or regular colourless contact lenses, if required
- keep fingernails short and neat and with no nail polish applied
- · keep religious ornaments, amulets or talismans hidden from view if worn
- wear shoes which are completely black, with black socks that are visible above the ankle





### All students must ...

- not sport outlandish hairstyles, streaking, tinting, dyeing or colouring of hair
- not wear any form of make-up
- not wear any \*jewelry or fashion accessories
- **not** wear nose studs / tongue studs or any type of body studs
- not have any tattoos (including temporary tattoos) or body piercing
- **not** wear any form of coloured contact lens
- not wear any class T-shirt for school events, unless special permission is given

<sup>\*</sup>Any accessories not permissible by the school rules will be confiscated and some of these items will only be claimable by parent/guardian in person.

#### All female students are to...

- tie up their hair neatly once it touches the second collar line.
- · keep their fringe away from their eyebrows.
- wear only plain black or blue ribbons, hair bands and/or hairclips
- wear knee-length skirts
- wear only a pair of simple ear-studs and no other form of body piercings





Pin up to keep the fringe away from the eyebrows



Hair beyond collar length must be tied up

### All male students must...

- keep their hair short and neat, not touching the ears and eyebrows be clean-shaven with no visible facial hair (beards and moustaches are not allowed)
- keep their sideburns short
- have a hairstyle that shows evidence of a slope at the back of the head
- wear long pants (no socks to be seen), and a prescribed but optional blue/black belt with a simple buckle (pants should not be tapered and should cover the ankle completely)
- **not** sport semi-shaven / undercut / uneven / skinhead hairstyles
- **not** wear ear-studs/ear-sticks / any form of body piercings



Fringe is above the evebrows



Sideburns are kept short with slope at the back

\*Please note that students with improper attire will be counselled and expected to rectify the issue on the spot, failing which, the student will be sent home and will only be allowed to return when the expectations of Serangoon StaRs are met.

### **Use of Electronic Devices**

- Other than Personal Learning Devices purchased under the National Digital Literacy Programme, all students are strongly discouraged from bringing other electronic devices (e.g. handphones, tablets, laptops etc.) to school as they can be a cause of distraction to student learning and the learning of others, unless teachers require them for teaching and learning purposes.
- · Students who wish to contact their parents / guardian may use the telephone located outside the General Office.
- · Any electronic devices brought into school are the sole responsibility of the student and must remain switched off in the classroom at all times.
- Students should not leave their electronic devices unattended at any time.
- · Handphones can only be used before 0730 and after school curriculum hours (not inclusive of time during any school activities) for the following purposes:
- Communication with parents
- Learning and educational purposes (e.g. searching for information on the internet. documenting a learning journey, research, etc.)
- Handphones must remain switched off at all other times within the school unless explicit permission from a school staff is given.
- Handphones are to be kept away (e.g. in their bags) during lessons unless the teacher requires their use for teaching and learning.
- If any student is caught using a phone (or similar electronic device) during lessons or not used responsibly by any student in the school compound, the device will be confiscated without exception and claimable only after 4.00 pm on the day itself.
- Handphones must also be surrendered to school staff when students are undergoing the process of investigation to any school related incident.
- Charging of mobile phones / personal learning devices (PLDs) using school facilities is not allowed without permission.

Handphones must also be surrendered to the staff when students are undergoing the process of investigation in school during school hours.

### **Prohibited Items**

The following items are not allowed in the school. If such items are found, they will be confiscated.

- Gambling items e.g. poker cards / chips / dices etc.
- Lighters / matchsticks / blowtorch
- Pyrotechnics
- Bluetooth Speakers / Audible Devices
- E-Scooters / Skate-scooters / Skateboards / Roller Blades
- Musical Instruments (Guitar, Hand-Held Drums) unless permission is given by teachers
- · All items that the school deems to be potentially dangerous, offensive, including pen knives.
- · All other items prohibited for possession by students under Singapore law (e.g. E-cigarettes, cigarettes, pirated or unlicensed materials (in any format e.g. print, digital or accessed through cloud storage), pornographic materials)

### **Possession of Weapons**

All students are not allowed to have any weapon / weapon-like item in their possession.

### **Serious Offences**

If you commit serious offences, you will be dealt with severely (including caning, corrective work order, public apology or suspension, if applicable) and you may face the risk of expulsion from school. If you are caught by the police or charged in court for crimes / offences committed outside school, you are also liable to face disciplinary measures from the school.

·	
SERIOUS OFFENCES	DESCRIPTION
Leaving school grounds without permission	Leaving school grounds after reporting but before the end of the school session without school's approval
2. Truancy	Absence from school without a valid reason
3. Cheating in assessments/tests/ exams	Possession of notes, copying from others, allowing others to copy, tampering with marks / documents, communication during exam/test
4. Forgery	Forging signatures, medical certificates, consent forms, or other formal documents with the intention to deceive
5. Open defiance and/or rudeness	Display of rudeness and disrespect in speech or body language to school authorities
6. Using vulgar/abusive language or gestures to authority	Verbalising coarse language between individuals or opposing groups, in which each person attempts to harm or gain power over the other

SERIOUS OFFENCES	DESCRIPTION
7. Bullying /Ragging	Hurting, frightening or intimidating others using power or strength
8. Disruptive behaviour	Act or conduct which interferes the smooth running of class or school events
9. Abuse of technology	Improper, unlawful, or incorrect use of information communications and technology e.g. computer, offensive/provocative blogging, SMS, offensive comments/pictures on social media
10.Arson/ Vandalism	Planting explosives or setting property on fire, whether attempted or actual Willful and malicious destruction of school or personal property, writing graffiti Possession of lighters and matchsticks
11. Theft	Stealing school property or property belonging to others. e.g. shoplifting
12. Assault / Fighting	Violent attack against person(s), whether injured or not. Confrontation between individuals or opposing groups in which each person attempts to harm or gain power over the other, using bodily force or weapons
13. Gambling (any form)	Using money in games, betting, etc.
14. Gangsterism	Being part of a gang/Gang assault/hooliganism/threat/ recruitment of gang members/harassment/extortion, whether actual or attempted
15. Pornography	Consumption/possession/distribution/sale of pornographic materials
16. Possession of weapons	Possession of weapons/weapon-like objects that may be used in a crime
17. Smoking and Vaping	Use/possession/distribution/sale of cigarettes/e-cigarettes/imitation tobacco products, including possession of lighters and matchsticks/smell of cigarette smoke
18. Substance Abuse	Use/possession/distribution/sale of alcohol, drugs, inhalants
19. Tattoo	Having tattoos (both permanent or removable) on any parts of the body
20. Sexual Misconduct	Severe or aggravated sexual misconduct, sexual exploitation, sexual harassment and other forms of sexual misconduct

The Student Management Committee reserves the right to make amendments to any school rule stated in this handbook. The disciplinary measures taken may be determined on a case by case basis. The school will communicate such changes when necessary.

# Conduct Grades

Grade	Descriptors
Excellent	<ul> <li>Consistently behaves in an exemplary manner –         o is always courteous, polite and respectful         o is always dependable; does things well on his/her own         o shows very clear sense of right and wrong through speech and action</li> <li>Attends school regularly and participates very actively in school activities with high level of punctuality</li> <li>Work is always submitted on time</li> <li>Gets along very well with classmates</li> <li>Attends CCA all the time</li> <li>Has not committed any minor or serious offence</li> </ul>
Very Good	<ul> <li>Consistently behaves well – o is always courteous, polite and respectful o is dependable; does things well on his/her own most of the time o shows clear sense of right and wrong through speech and action</li> <li>Attends school regularly and participates actively in school activities with high level of punctuality</li> <li>Work is always submitted on time</li> <li>Gets along well with classmates</li> <li>Absent from CCA rarely without MC or valid reason</li> <li>Has not committed any minor or serious offence</li> </ul>
Good	Behaves well most of the time – o is courteous, polite and respectful most of the time o is dependable; does things well on his/her own most of the time o shows sense of right and wrong through speech and action most of the time  Attends school regularly and participates in school activities with acceptable level of punctuality Work is usually submitted on time Gets along well with classmates Absent from CCA occasionally without MC or valid reason Has not committed any serious offence
Fair	<ul> <li>Occasionally shows unacceptable behaviour –         o needs guidance from teachers on behaviour</li> <li>Attendance for school and school activities is regular with occasional truancy or/and late-coming</li> <li>Work is usually not submitted on time</li> <li>Has occasional relationship difficulties getting along with classmates</li> <li>Absent from CCA persistently without MC or valid reason</li> <li>Has committed a serious offence</li> </ul>
Poor	<ul> <li>Frequently shows unacceptable behaviour -         o needs regular guidance by teachers on behaviour</li> <li>Attendance for school and school activities is irregular with truancy or/and high level of late-coming</li> <li>Work is often not submitted on time</li> <li>No CCA / Absent from CCA persistently without MC or valid reason</li> <li>Has committed either a few serious offences or multiple occurrences of a single serious offence</li> </ul>

## Test and Examination Pules & Regulations

### 1. You must not have in your possession:

a. Any unauthorised electronic, communication, smart or computerised devices capable of capturing, storing, displaying and/or transmitting or receiving visual, audio or verbal information within the test/examination premises (e.g. Test/Examination Room, Quarantine Room, Waiting Room).

Examples of unauthorised devices include but not limited to: mobile phone, camera, Personal Learning Device (PLD), tablet, earphone/earpiece (wired or wireless), fitness tracker, smart watch/glasses, pen with image capturing capabilities, gaming device, storage device, audio recorder/player.

b. Any unauthorised reference materials or notes. All stationery/belongings taken into the test/examination venue (e.g. pencil case, calculator, mathematical set, ruler) must not have any unauthorised notes/information written on them.

These include but not limited to: conversion table/mathematical formula sheet enclosed in or printed on the mathematical instrument box, study notes or exam question papers.

- c. Any calculator or dictionary that is not listed in the Approved List of Calculators/ Dictionaries. You can refer to <a href="https://www.seab.gov.sg/">https://www.seab.gov.sg/</a> for the list of approved Calculators/ Dictionaries.
- 2. You must not commit or attempt any acts of dishonesty, or support such acts. For example, writing information/notes on any part of your body, taking the test/examination on someone else's behalf, using unauthorised devices, or copying answers.
- 3. You must not communicate or attempt to communicate with any other candidate/ unauthorised person inside or outside of the test/examination room during the test/examination or any other occasion when communication is strictly prohibited. For example, when answer scripts are being collected, or during movement to the guarantine area.
- 4. You must not turn around and should only face the front during the test/examination.
- 5. You must not write any offensive or obscene materials in your answers.
- 6. You must not exhibit improper conduct or misbehaviour during the test/examination. Examples include disturbing other candidates or disobeying instructions from test/ examination personnel.
- 7. You must not leave the test/examination room/hall, quarantine and holding room unescorted or without permission from the test/examination personnel.
- 8. You must not flip open or turn over the question paper placed on your desk until instructed to do so at the time of commencement of the test/examination.
- 9. You must stop writing after the invigilator has made the announcement to do so. You are to remain seated quietly while your answer scripts are being collected and counted.
- 10. You must not remove any test/examination material and stationery without permission. These can include: any answer booklet, writing paper, storage device or other used/unused exam stationery from the test/examination venue.

### Use of Calculators and Dictionaries

- 11. You must adhere to the following rules where the use of scientific calculators and dictionaries is allowed in the test/examination. Any non-compliance will be considered as a breach of the test/examination regulations and you will be subjected to the disciplinary measures.
  - a. You are not allowed to share your calculator/dictionary with or borrow a calculator/ dictionary from other candidates during the test/examination.
  - b. The original model number and brand must be indicated clearly on the calculator for verification purposes.

### INSTRUCTIONS FOR SITTING THE TEST/EXAMINATION

### Reporting for test/examination

- 1. You are required to report to your examination venue in school uniform at least 30 minutes before the start of the examination.
- 2. You will not be given any make-up time if you report late for test/examination. If you report after the end of the test/examination, you will be marked as absent for the paper.
- 3. Absence from test/examination MUST be covered with a Medical Certificate with the diagnosis stated, from a qualified medical practitioner for the school's consideration. Parents' letters are not allowed.
- 4. If there is a major train disruption on the day of the examination, and you know that you will be late, do the following:
  - Step 1: Call the school general office at 63851589
  - Step 2: Observe SAFETY
  - Step 3: Report to the Learning Hub when you reach school

DO NOT ASSUME that any disruption to the train service is a Major Train Service Disruption.

#### During test/examination

- 1. You must not **open** the question paper and answer booklet or start reading and writing unless you are told to do so by the test/examination personnel.
- 2. You should use a dark blue or black ink pen to write your answers.
- 3. You should use 2B pencils for shading of the Personalised Multiple Choice Answer sheet.
- 4. You should avoid using correction tape or fluid on the answer script or writing paper as it may affect the legibility of the answers.

If you fail to comply with the abovementioned rules and regulations or any other additional instructions issued by school for any specific test/examination paper or subject, you would be deemed to have breached the test/examination rules and regulations. As a result, you will be subjected to disciplinary measures, including what is communicated during any test/ examination briefing prior to the test/examination.

## Assessment Weightings

Types of Assessment	Term 1 Weighted Assessment	Term 2 Weighted Assessment	Term 3 Weighted Assessment	Term 4 Preliminary Examination/ End-Of-Year Examination
Sec 1	15%	15%	15%	55%
Sec 2	15%	15%	15%	55%
Sec 3	15%	15%	15%	55%
Sec 4 / 5	15%	15%	NA	70%



• Eligible N(A) and N(T) students will receive a letter of offer, based on the following criteria:

Course	PSLE Standard Grade	PSLE Foundation Grade	Option to offer subject at
N(A)	AL 5 or better	-	Express
N(T)	AL 5 or better	-	Express / N(A)
	AL 6	AL A	N(A)

- Beyond the start of Secondary 1, students who do well in school-based assessments may be considered to take higher-level subjects if found suitable to do so by the school.
- Eligible N(A) and N(T) students will receive a letter of offer after the Secondary 1 Weighted Assessments in Semester 1 or year-end examinations in Semester 2, based on the following criteria:
  - o 75% or higher in the subject;
  - o and positive learning attitude to cope with the higher academic demand.

# Examination Grade Descriptors

### I. EXAMINATION GRADE DESCRIPTORS BY STREAM

### **Express & Sec 5 Normal (Academic) Courses**

Grades	Marks (x%)	Descriptors
A1 A2	75 ≤ x < 100 70 ≤ x < 75	Demonstrates very good understanding of the subject
B3 B4	$65 \le x < 70$ $60 \le x < 65$	Demonstrates good understanding of the subject
C5 C6	$55 \le x < 60$ $50 \le x < 55$	Demonstrates adequate understanding of the subject
D7 E8	$45 \le x < 50$ $40 \le x < 45$	Demonstrates elementary understanding of the subject
F9	0 ≤ x <40	Has not met the minimum requirements for the subject

### Sec 1 to Sec 4 Normal (Academic)

Grades	Marks (x%)	Descriptors
1 2	75 ≤ x < 100 70 ≤ x < 75	Demonstrates very good understanding of the subject
3 4	$65 \le x < 70$ $60 \le x < 65$	Demonstrates good understanding of the subject
5	50 ≤ x < 60	Demonstrates adequate understanding of the subject
U	$0 \le x \le 50$	Has not met the minimum requirements for the subject

### Sec 1 to Sec 4 Normal (Technical)

Grades	Marks (x%)	Descriptors	
Α	$75 \le x \le 100$	Demonstrates very good understanding of the subject	
В	70 ≤ x < 75	Demonstrates good understanding of the subject	
С	60 ≤ x < 70		
D	50 ≤ x < 60	Demonstrates adequate understanding of the subject	
U	0 ≤ x < 50	Has not met the minimum requirements for the subject	

# Examination Grade Vescriptors

### II. OTHER SUBJECT-SPECIFIC EXAMINATION GRADE DESCRIPTORS

Social Studies - Sec 1 to Sec 4 Normal (Technical)

Grades	Marks (x%)	Descriptors
DI	$75 \le x \le 100$	Pass with Distinction
ME	60 ≤ x < 75	Pass with Merit
PA	50 ≤ x < 60	Pass
UG	$0 \le x \le 50$	Ungraded

### Music

Grades	Descriptors
Α	Has very good knowledge and skills in listening, performing and creating music.
В	Has adequate knowledge and skills in listening, performing and creating music.
С	Has some knowledge and skills in listening, performing and creating music.
D	Has little knowledge and skills in listening, performing and creating music.

# Promotion Criteria

The following are the guidelines for the promotion of students in the various streams:

### EXPRESS COURSE

Sec 1 & 2 Express	<ul><li>at least 50% pass in EL AND</li><li>at least 50% of the year's total marks</li></ul>
Sec 3 Express	Grade 6 or better in EL AND 2 other subjects

### NORMAL (ACADEMIC) COURSE

Sec 1, 2 & 3 Normal (Academic)	<ul> <li>at least 50% pass in EL AND</li> <li>at least 50% pass in 2 other subjects</li> <li>OR at least 50% pass in any 4 subjects</li> </ul>
Sec 4 Normal (Academic)	<ul> <li>Grade 5 or better for both EL and Mathematics AND aggregate not exceeding 19 points in English Language (EL), Mathematics and best three subjects (ELMAB3).</li> </ul>

### **NORMAL (TECHNICAL) COURSE**

Sec 1, 2 & 3 Normal	at least 50% pass in EL or Mathematics AND
(Technical)	• a pass in one other subject

## Lateral Transfer to A More Demanding Course

The following lateral transfers may take place if the students meet the criteria at the end of the academic year:

2023 Sec 1 and 2 Normal (Academic) students may transfer laterally to 2024 Sec 2 or 3 Express respectively.

2023 Sec 1 Normal (Technical) may transfer laterally to 2024 Sec 2 Normal (Academic).

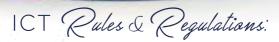
2023 Sec 2 Normal (Technical) may transfer laterally to 2024 Sec 2 Normal (Academic).

Criteria for lateral transfer to a more demanding course:

- Meet promotion criteria to the next level
- · Achieve at least 70% of the year's total marks across all examinable subjects

### School's Criteria for Offering Out-Of-Stream Subjects in Sec 3

Criteria for Lateral Transfer	Subject-Based Banding (SBB) subjects in Sec 2	Criteria for offering OOS subjects in Sec 3 (up to 3 subjects)
Student met the criteria for lateral transfer		<ul><li>No criteria is set</li><li>Depends on subject teacher's recommendation</li></ul>
Student did <b>not</b> meet the criteria for lateral transfer	Student is taking SBB subject in Sec 2	<ul> <li>At least 50% pass in that subject</li> <li>Only Combined Science (no Pure Sciences)</li> </ul>
	Student did <b>not</b> take SBB subject in Sec 2	<ul> <li>At least 75% in that subject AND at least 60% of the year's total marks across all examinable subjects</li> <li>Only Combined Science (no Pure Sciences)</li> </ul>



### ACCEPTABLE USE POLICY (AUP) AGREEMENT NATIONAL DIGITAL LITERACY PROGRAMME (NDLP)

### Dear Student.

Computing devices and access to the Internet have become a necessity for work, play and learning in the 21st Century. In order to ensure a safe and conducive learning environment, please abide by the rules stated in this ICT Acceptable Use Policy (AUP) Agreement.

This policy applies to all students in this school and the use of our school's ICT facilities, equipment and resources, as well as students' personal learning devices (PLDs). ICT facilities, equipment and resources include the following, but are not limited to, school's Internet network, IT Lab, IT Rooms, hardware (e.g. laptops, iPads, tablets, computers), software (e.g. school's learning management system (LMS), productivity software, online tools) and peripherals (e.g. projector, control panel, external speakers, visualiser, HDMI/VGA/audio cables).

#### General

- 1. Students are responsible for using school-owned ICT facilities, equipment and resources. including PLDs for the purpose of learning. Personal use such as gaming and engaging in social media platforms is strictly prohibited.
- 2. Students are responsible for any IT equipment (e.g. iPads, tablets, computers, mobile routers) and accessories (e.g. charging cable) that are borrowed from the school for the duration of loan. The user will bear the cost for damage, theft or loss and overuse of mobile data plan due to negligence and face disciplinary measures in accordance with the school's discipline policy.
- 3. Students are not allowed to use their mobile phones, unless permission is given by the subject teacher for learning purpose during curriculum time.

#### Management of Personal Learning Devices (PLDs)

- 4. Students are responsible for their PLDs. The school will not be held responsible for any damage, theft or loss of their devices.
- 5. Students are not to use the school's electrical power to charge their PLDs without the permission from any authorised school staff. Students should ensure that their PLDs are fully charged at home before reporting to school.
- 6. Students are to store their PLDs in a secured place (e.g. lockers) and have easy access to them.
- 7. Students are to make use of the PLDs for learning in and/or out of the classrooms.
- 8. Students are to learn effectively and responsibly with their PLDs.
- 9. Teachers will actively monitor and control students' screens on their PLDs via the device management application (DMA).

### **Account Access**

- 10. Students have accessibility to technology as well as the ability to use it in and out of school, Each student in Serangoon Secondary will be issued with the following accounts:
  - SWN account (School Wide Network) tagged to their ID number which can be used to access online information services.
  - Student Learning Space (SLS) account for self-directed and collaborative learning.
  - Student iCON account for access to common G Suite Services. Zoom and Microsoft Pro Plus (Word, Excel, Powerpoint, OneNote, Publisher).

All these accounts are provided by the school for teaching and learning purposes.

- 11. Students are responsible and accountable for all learning activities conducted via their own accounts.
- 12. Students are responsible for the security of their account IDs and passwords. All account IDs and passwords should not be shared with anyone.
- 13. Students should change their passwords every 6 months. Failure to do so would constitute negligence.
- 14. Students should not use their accounts for any illegal or unethical activities. These include posting online remarks that are racially and religiously insensitive, vulgar and/or offensive, disruptive of public order and intentionally causing emotional distress/harm to others.
- 15. Students are not to use school-owned computing devices for any online trade (i.e. buying and selling of goods and services).
- 16. Students are not to use devices to store, modify or create content (e.g. documents, presentations, pictures, videos) that is pornographic or defamatory in nature.
- 17. Vandalism of computer hardware and/or software will result in the suspension of student's account. Any attempt to access, change, or destroy data of another user is considered vandalism. Vandalism includes, but is not limited to, the uploading or creating of computer viruses or Trojans. Hardware and software vandalism or damage by negligence will also result in the student having to pay partial or full costs (inclusive of GST) to repair or replace damages including any labour charges, depending on the outcome of the school's investigation of the reported case.

### **Email & Social Media**

- 18. Students are to make careful and well-considered decisions and take responsibility for their own well-being in cyberspace to develop as responsible digital learners.
- 19. Students are not to post or share any indecent, obscene, pornographic, defamatory material/message that offends and causes distress to other people.
- 20. Students are reminded that threats, harassment, embarrassment, impersonation and intimidation to others is a chargeable offence under Singapore Legal System.
- 21. Students are expected to remain courteous and polite in all online interactions.

### **Intellectual Property**

- 22. Students should not access, download, copy or share any copyrighted materials (such as pictures, videos, music) without explicit permission from the owner.
- 23. Students should not own, copy or share software in an unauthorised or illegal manner.
- 24. The rights of all materials and data created using the school's ICT facilities and resources are jointly owned by the school and the user.
- 25. Photographs/videos of students/parents taken at all school events by the official school photographers may be published on the school's official media platforms (e.g. newsletters, school website or similar platforms) and used for briefings, workshops and other educational purposes. The school may publish photographs, videos and students' work/achievements together with the names of the students from time to time. Please notify the school in writing if you do not wish to grant such permission.

### **Standard Operating Procedure (SOP)** Before reporting to school

- 1. Students are to fully charge their personal learning device (PLD) at home before reporting to school.
- 2. Students are to label their PLD with their name, index number and class using a sticker label.

### Before the start of curriculum time

- 3. Students are to place their PLD on the tables at the lesson venue, unless specifically advised not to do so by their teacher.
- 4. Students are to check that their PLD is in good working condition. If not, students are to temporarily loan a device from the ICT Manager or DE for the day.

### **During curriculum time**

- 5. Students are to handle their own PLD at all times, including during group activities.
- 6. Students are to switch on their PLD only when instructed by the teacher.
- 7. Students must follow the teacher's step-by-step instructions on the use of the device during all lessons.
- 8. When Internet use is needed, students are to connect their PLD to the school network at PDLP@SSOE.
- 9. Students must close the screen of the PLD when the teacher gives instruction to put the device away.
- 10. Students are to hand over their PLD to the subject teacher when he/she needs to go to the toilet.
- 11. Students are to bring along their PLD for all lessons at banded venues.

- 12. No sharing, lending or borrowing of PLD is allowed at all times. Subject teacher would call the ICT manager or DE to deploy a device for student's temporary loan in the event of technical issues that cannot be resolved after troubleshooting of the PLD by the student subject representative.
- 13. Students are to save their work before switching off their PLD and place their device under their table at the end of the lesson.

### Start of recess time

- 14. Students are to form up a queue to keep their PLD in their lockers.
- 15. Students are to keep a one-metre safe distancing as long as safe distancing measures (SMM) are in place - to deposit their PLD into their locker and ensure that the device is secured under lock.

### **End of recess time**

- 16. Students are to form up a queue to collect their PLD five minutes before the end of recess.
- 17. Students to keep one-metre safe distancing as long as safe distancing measures (SMM) are in place - when collecting their PLD from their locker before reporting at the lesson venue.
- 18. Students are to bring their PLD home and keep their lockers locked at all times.
- 19. Students who temporarily loan a device are to return the device to the ICT Manager or DE at the end of the day.
- 20. Students are responsible for any loss or damage to their PLD.
- 21. Class Chairperson, Vice-Chairperson and student subject representative are to check the lesson venue to ensure that no PLDs are left behind by students.

### **Warranty and Repairs**

Students are to contact the Service Centre to make an appointment to send their faulty PLD for repair.

Students may approach the school ICT team to borrow a spare PLD for use, subject to availability, throughout the duration that the PLD is being repaired at the Service Centre.

### **Service Centre Details:**

800 852 8100
6703 6821 (WhatsApp Support)
lenovo@smartcares.com
https://smartcares.com/lenovo
(Pre-registration for shorter waiting time)
Tai Seng Centre
SmartCares Solutions
3 Irving Road, #01-17
Singapore 369522
(Beside Tai Seng MRT station, Exit A)
Mon - Sat: 11.00 am - 7.00 pm Closed on Sun & Public Holidays

### Student Pledge for Acceptable Use Policy (AUP) for PLD

SHINE Values	Student Outcomes (Desired Daily Actions)
<b>S</b> elf-directedness	• I will bring my fully-charged PLD to school daily, unless otherwise instructed by my teacher.
	I will take care of my own PLD and not leave it unattended.
	I will use my PLD for learning purposes only.
	I will close the screen of my PLD and listen attentively when the teacher is talking.
	<ul> <li>I will manage my learning online and ensure that I submit my homework punctually.</li> </ul>
	<ul> <li>I will keep my account IDs and passwords safely and not share them with anyone.</li> </ul>
<b>H</b> armony	• I will be respectful of the language and tone I use when posting and commenting online.
Integrity	• I will not download illegal materials that infringe copyright or visit inappropriate websites.
	• I will not copy someone else's work and pass them as my own.
	• I will inform my teacher if I find an unattended PLD.
Resilie <b>N</b> ce	• I will not allow myself to be influenced negatively by social media to commit cyber offences.
Excellence	I will use my PLD well and responsibly to learn effectively.
	I will sense, think and act when navigating cyberspace.

The school reserves the right to record and retain data on school-owned devices and/or accounts issued by the school for investigation or evidence.

Violation of any policies, rules or administrative procedures may result in a temporary suspension or revocation of student's account. The student may also face disciplinary measures in accordance with the school's discipline policy.

# School Safety Guidelines

### I. GENERAL SAFETY GUIDELINES

- 1. Abide by all safety guidelines when operating in the special rooms (e.g. Science Lab, Workshops, Food Lab) or engaged in physical activities (e.g. PE Lessons, CCA, Learning Journeys).
- 2. Inform the Teacher-In-Charge if you are not feeling well or if you have a medical condition prior to the start of an activity.
- 3. Inform the Teacher-In-Charge immediately if you are injured during an activity.
- 4. Bring along prescribed personal medication (e.g. inhalers for asthma) to school. The school will not dispense or administer any oral medication.
- 5. Obey all road traffic safety rules and do not use mobile phones or other audio devices (earphones) while crossing the road.
- 6. Students who commute to school by bicycle are to wear bicycle helmets. No Personal Mobility Devices / E-Scooters / Skateboards are allowed within the school premises.
- 7. Bicycles without handbrakes (fixed gear bicycles) are not allowed on public paths and roads.

### **II. LIGHTNING SAFETY GUIDELINES**

### **Activities Within School Compound**

- 1. The activation of Lightning Warning System signifies the imminent danger posed by lightning. The warning is issued visually and audibly by a blinking strobe light and a siren located at the school parade square, soccer field and outdoor basketball court.
- 2. Upon receiving the warning, stop all activities in the open and move to sheltered area immediately.
- 3. Remain under shelter until the lightning warning is lifted.

### **Outdoor Adventure Training**

- 1. Upon hearing thunder or spotting distant lightning, immediately get off elevated areas such as hills, towers and lookout points.
- 2. Never seek shelter under an isolated tree.
- 3. Immediately get out and away from ponds, lakes and other bodies of water.
- 4. Stay away from objects that conduct electricity (wire fences, power lines, etc.)

### **III. FIRE EMERGENCY EVACUATION GUIDELINES**

- 1. In the event of a fire, the fire alarm will be activated and the electric bells on every floor of the buildings will sound a continuous ring.
- 2. Upon confirmation of the fire and the need to evacuate, the Principal or the Vice-Principal will make an announcement through the PA system to inform all to evacuate to the assembly area at the football field.
- 3. On hearing the announcement, all students are to stop their activities immediately and leave their respective rooms in a calm and orderly manner. Students should ensure the following:
  - · All lights, fans and electrical appliances are switched off.
  - · All windows and doors are closed.
  - All valuables (e.g. wallet, mobile phone) and personal medications are brought along.
- 4. The class teachers will accompany the students to the assembly area via the designated evacuation route (the evacuation routes are posted on all the common corridors).
- 5. Upon reaching the football field, all are to queue, at class level, in an orderly manner at the respective designated positions indicated by the class signage.
- 6. Attendance will be taken at the assembly area. No one is permitted to leave the assembly area until further instruction.
- 7. Once the Principal or the Vice-Principal has ascertained that there is no imminent danger and it is safe to return to the school premises, an "All Clear" signal will be given to resume normal routine.



CCAs are an important part of our students' holistic education, enriching their overall school experience. Through CCAs, students discover their interests and talents while developing values and competencies that will prepare them for a rapidly changing world. CCAs also promote friendship among students and hone leadership in them as they learn and work together with each other from diverse backgrounds. Participation in CCAs fosters social integration and deepens students' sense of belonging, commitment and sense of responsibility to the school, community and nation, CCAs provide students with opportunities to develop and deepen 21st Century Competencies, as well as experiences and memories that will last a lifetime.

In 2022, the school offers a total of 17 CCAs from the following four categories:

Physical Sports	Uniformed Groups	Performing Arts	Clubs
Basketball (Boys)	Girl Guides	Chinese Ensemble	AVA & Photography
Floorball (Boys & Girls)	NCC (Land) (Boys & Girls)	Choir	InfoComm Club
Football (Boys)	NPCC (Boys & Girls)	Contemporary Dance	
Netball (Girls)	Red Cross (Boys & Girls)	Drama Club	
	Scouts	Malay Dance	
		Symphonic Band	

### Expectations

To reap the maximum benefits from our CCA programme, students are expected to:

- be an active member of ONE CCA with \*AT LEAST 75% CCA ATTENDANCE for each
- demonstrate commitment to their CCA by remaining in the CCA until the completion of their secondary education
- · ensure that absence from CCA is supported by a valid medical certificate or letter from parent/guardian (capped at a maximum of 3 letters per term)

## **Importance of CCA Attendance**

Students who wilfully skip CCA without valid reason will affect their CCA attendance. The possible consequences for students with less than 75% CCA attendance are as follow:

- FAIR/POOR conduct grade, and WILL NOT be eligible for MOE ECHA Award, EAGLES, Edusave Scholarship/Bursary/Good Progress Award.
- Missing out on personal development through CCA

IMPORTANT: Students with sustained CCA attendance of less than 75% will face the risk of getting FAIR in the co-curricular attainment and not be awarded any bonus points for admission to Junior Colleges/ Millennia Institute/ Polytechnics/ Institute of Education (JC/ MI/Poly/ITE). This will also affect their testimonial in the School Graduation Certificate.

## LEAPS 2.0

LEAPS 2.0 is a MOE framework to recognise students' holistic and balanced development. Students will be recognised with levels of attainment in four domains; Participation, Service. Leadership and Achievement.

## **Participation**

This domain recognises students' participation in one school-based CCA. Recognition is based on the number of years of participation and exemplary conduct and active contribution to the CCA. Sustained engagement in the same CCA allows for progressive development of character, skills, knowledge and friendships, and will be accorded higher recognition.

## Service

This domain recognises students' development as socially responsible citizens who contribute meaningfully to the community. Every secondary school student will contribute at least 6 hours per school year to the community. They can choose to embark on a Values in Action project (VIA). Students will be recognised for the time they put into planning, service and reflection, when participating in a VIA project.

## Leadership

This domain recognises students' leadership development. Recognition is accorded to students' ability to take charge of personal development, work in a team and assume responsibilities in service of others. In addition to formal leadership appointments, participation in student leadership modules/workshops, the National Youth Achievement Award (NYAA) and leadership positions in the school, CCA or student-initiated/student-led projects will also be recognised.

## Achievement

This domain recognises students' representation and accomplishment in co-curricular involvements beyond the classroom. Opportunities for representation and accomplishment present valuable learning experiences for students to learn discipline, resilience and develop their character. Students may represent the school or organisations endorsed by the school. Recognising external opportunities better caters to students' diverse interests and talents. It also recognises the community's role in developing the child.

**Representation** refers to being selected and endorsed by the school or an organisation endorsed by the school (e.g. the community club or national association) to contribute, perform or compete. It need not be tied to his/her CCA in school.

**Accomplishment** refers to attaining accolades and awards at competitions, festivals, performances, exhibitions, conferences and symposiums where the student represents the school or other organisations endorsed by the school.

## **LEAPS 2.0 LEVEL OF ATTAINMENT**

At the end of the graduating year, students' co-curricular attainment will be recognised as according to Excellent/Good/Fair. The level of attainment will be converted to a bonus point(s) which can be used for admission to Junior Colleges/Millennia Institute/Polytechnics/ Institute of Education (JC/MI/Poly/ITE).

Attainment Level	Criteria
Excellent (2 bonus points)	Student who attains a minimum Level 3 in all four domains with at least a Level 4 in one domain.
<b>Good</b> (1 bonus point)	Student who attains a minimum Level 1 in all four domains with any one of the following:  i. At least Level 2 in three domains;  ii. At least Level 2 in one domain and at least Level 3 in another domain; or  iii. At least Level 4 in one domain.
Fair	Student's attainment in co-curricular will not translate into any bonus points.

# PARTICIPATION (Level of Attainment)

Level 3  - Participated in any
- Participated in any that CCA for <b>4 years</b> with at CCA for strendance
least 75% attendance for each year
least 75% attendance for each year
- Participated in any CCA for <b>4 years</b> with at least 75% attendance for each year
Level 3  - Participated in any cCA for 4 years with at least 75% attendance for each year
- Participated in any - Participated in any - CCA for <b>4 years</b> with at least 75% attendance for each year
:h at
ih at
ih at
th at
Level 2 ticipated in any A for 3 years with at st 75% attendance each year
Level 2 ticipated in ar A for 3 years vst 75% attenda each year
Le ticipate A for 3 st 75% each y
y vith at ance
vel 1 id in any years with at attendance
Level 1  Participated in any CCA for 2 years with at least 75% attendance for each year

# SERVICE (Level of Attainment)

Level 5			- Completed at least 24 hours of service and at least one student- initiated VIA project that impacts the community beyond the school and at least one other VIA project
Level 4			- Completed at least 24 hours of service and at least two VIA projects that impact the school or community
Level 3	- At least 36 hours of service	- Completed at least  two VIA projects that impact the school or community	- Completed at least 24 hours of service and at least one VIA project that impacts the school or community
Level 2	- At least <b>30 to less than 36</b> hours of service	- Completed at least one VIA project that impacts the school or community	
Level 1	- At least 24 to less than 30 hours of service		

# **LEADERSHIP (Level of Attainment)**

	para / pa			y y
Level 5	Executive Committee of Student Council / Prefectorial Board (or equivalent)	CCA Captain/ Chairperson (or equivalent)		Warrant Officer Master Sergean Station Inspect Troop/ Compan Leader (or equivalent)
Fe	- Executive Committee Student C. Prefectoria (or equiva	- CCA Captain/ Chairperson (or equivalent		- Warrant Officer - Master Sergeant - Station Inspector - Troop/ Company Leader (or equivalent)
Level 4	- Senior Prefect Chairperson/Vice- Chairperson for school-wide events (or equivalent)	- Upper Sec CCA Executive Committee (or equivalent)		- Staff Sergeant - Assistant Company Leader - Senior Patrol Leader (or equivalent)
Level 3	- Class Chairperson - Prefect - Peer Support Leader - Committee for school-wide events - Chairperson for student-initiated or student-led projects, approved by school (or equivalent)	- Lower Sec CCA Executive Committee - Upper Sec CCA Committee (or equivalent)	- NYAA Silver and above	- Sergeant - Patrol Leader (or equivalent)
Level 2	- Class Committee - Committee for student-initiated or student-led projects, approved by school (or equivalent)	- Lower Sec CCA Committee (or equivalent)	- NYAA Bronze	- Corporal - Patrol Second - Assistant Patrol Leader (or equivalent)
Level 1	- Completed 2 leadership modules of at least. 3 hours each			- Lance Corporal (or equivalent)
School-based	Leadership Opportunities		National Youth Achievement Award	Uniformed Groups (Rank)

# **ACHIEVEMENT (Level of Attainment)**

	- Represented Singapore Schools at local /international
- Represented class - Represented - Represented - Represented	Singapore Schools at local /international
- Represented - Represented school / external	
- Represented class - Represented - Represented / house / CCA at school / external school event organisation organisation	at local /
- Represented class - Represented - Represented intra-school event at local / at local /	
- Represented class - Represented - house / CCA at school / external intra-school event at local / at local /	
- Represented class - Represented - / house / CCA at school / external intra-school event at local / at local	
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# **ACHIEVEMENT (Level of Attainment) Continued**

	Level 1	Level 2	Level 3	Level 4	Level 5
Accomplishment			- Represented school / external organisation at local / international event and achieved the following (for 1 year):  o Top 4 (or equivalent) team placing o Top 8 (or equivalent) individual placing o God/Silver/	external organisation at local / international event and achieved the following (for 2 years or more):  o Top 4 (or equivalent) team placing o Top 8 (or equivalent) individual placing o God Sollowing	- Represented Singapore Schools/ National Project of Excellence/MOE at local / international competition OR - Represented Singapore at international event, endorsed by national bodies AND achieved the
			certification (or equivalent) o SYF Arts Presentation Certificate of Distinction Accomplishment o SYF Art Exhibition Certificate of Recognition (Special Mention) / Recognition o Presented original research paper / project accepted at the platform	Certification (or equivalent) o SYF Arts Presentation Certificate of Distinction / Accomplishment o SYF Art Exhibition Certificate of Recognition (Special Mention) / Recognition o Presented paper / project accepted at the platform	o Top 4  (or equivalent) team placing o Top 8 (or equivalent) individual placing o Gold/Silver/ Bronze award / certification (or equivalent) o Presented original research paper / project accepted at the platform
Uniformed Groups Achievement Badges	- Bronze Badge (or equivalent)	- Silver Badge (or equivalent)	- Gold Badge (or equivalent)	- Best Unit Cadet / Outstanding Cadet Award by UG HQ (or equivalent)	- Top Award for each UG (e.g. Camp Pinnacle Badge, President's Guide Award, Chief Commissioner's Award)

## NAPFA STANDARDS



## STANDARDS FOR MALES

Apr	Performance grade	Peints	No. of Sit-ope in 1 min	Standing Book June	Sil di Reesh Untana	No. of Inctional Path-ago to 30 sec	d X 10m Shettis Ross Time	2.4 km Kes- Walk time (min ) sect
	- A.	3.	140	1,00000	J. SMerry	7:54	-510.4 sec	<1201
	G G	4	36-41	149-202	16-39	21-24	10.4-10.9	12:01-12:10
12	E	I.	13-15	170-188	32-35	16-20	11.0-11.3	13(1)-14(2)
	D	2.	27-31	163-178	28-37	17-15	114-117	1421-1539
	E	11/1/11	25-26	140-162	21-27	5-10	17.8-12.2	18:31-16:30
		4	>42	+214cm	-46m	-25	~10.3 sec	<0.001
	- 0	-4	38-42	303-214	38-41	21-21	10.3-10.7	11:31-12:30
13	L.	7	34-37	189-201	14-37	(1-21	10.8-11.1	32:31-12:40
4-5	D	7	29-15	176-188	30-33	12-16	112415	13:41-14:50
	- E	1	23.29	166 175	75-29	T+11	11.6-11.9	3951-36400
	8		>47	>225cm	243em	-26	~10.7 sm	+17.01
	10	4	40-42	216-328	40.45	23-26	10.2-10.4	11:01-12:00
14	E	1	37-39	30v-313	16-30	16-22	10.3-10.0	12:01-12:00
	D .	1.	33-JW	196-205	33-35	(3-17	0.9+11.7	15:01-14:00
	E	. 7	29-32	186.195	17-31	8-12	-01.3-71.6	/#13-9529
Арт	Perdinmana grade	Prince	No. of Six-ago or 1 orte	Standing Broad Jump	Sit & Reach Distance	No. of Pall- ope to 30 res	4 X 19m Shettle Hen Time	2.4 km Res- Walk (ter: (min ) sec)
	- 4	11.5	-41	>237am	=45im	37	<0.2 sec	#10/4T
600	.0	-4	40-47	228-237	43.43	6.7	10.2-10.3	10:41-(1:40
13	E	3	37-39	216-327	28-41	- 1	10.4-10.5	11/11/12:40
	Di	2	34.36	268-211	34.37	3-4	10.6-10.9	(2:4) (13:40
	I	1.1	30-31	198-317	29-33	1-2	11.0-11.3	55/1/-14:00
	A.	Y .	Self.	9-24 frm.	-97mm	28	<10.2 sec	<10(1)
	B	4.	40 - 47	236-245	44-47	7-8	10.2-10.1	9:31-11:30
16		3	37 38	226-233	49-43	24.	18.4.19.5	11:31-12:20
	D.	12.	34+16	216-225	36-39	34	(0.6-10.7	12(2)-13(2)
	- 10	1	31 - 33	206-211	13-35	1-2	10%-117%	13/21-34/18
		5	342	=2#4cm	948cm		-0102 mc	=10.27
	B	- 4	40-57	289-249	45-48	8.9	10.2-10.7	10:21-11:00
17	P	- 3	17:38	210-239	41-41	6.7	18.4-10.5	11/11/12/00
200	D.	- 2	34/36	228-329	17.35	4-5	10.6-10.7	12:01-12:58
	£	1	31-33	210-219	12-Ja	2.5	10.8-10:0	12:51-13:40
	Α.	15	>42	>251cm	>45cm	+18	-1111.2 sec	=19:24
	TL.	1.0	-m-42	243-251	45:48	9-18	10.2-10.3	18(2)-11:09
18	C	. 5	37-39	213-341	41-44	7-8	38-4-10.5	1 bitelian
	D	- 2	3636	215-211	[-1-bit	3-6	10.4-10.7	1.1(5)=(2:40
	E	1	3(-33	212-221	X3-36	14	15.8-10.0	12/41-13:10
	Α	5	>42	>25T/cm	>4fcm	5-10	<101.2 mg	<(0.21
	0	- 4	48-42	343-351	45-41	9-18	101.2-10.3	(0.2)-(1.00
19		1	32-78	212-341	61-44	7-8	18.3-18.5	11-01-11-40
	D	1.2	54-36	221-231	57-00	.3-6	16.5-16.7	(3)47-12:50
	E	P 1	31.31	213-321	12-36	3-4	10.8-10.0	12:31:13.30

Bronze: At least E grade performance in all 6 test items and a total of 6 or more points Silver: At least D grade performance in all 6 test items and a total of 15 or more points Gold: At least C grade performance in all 6 test items and a total of 21 or more points

## NAPFA STANDARDS



## STANDARDS FOR FEMALES

Age	Performancy grade	Painn	No. of Sti-ups in I min	Stanfing Broad Jump	Sh & Reach Bluttersy	Sin, of Inclined Pull-ops in 30 sec.	J.X Oliv Shooth Raw Time	Z.4 km flos Walk time (min ) erc)
	A	3	929	>167cm	=10cm	1932	<11.2 Mc	<34(6)
	В	-4	23-29	139-167	37-19	U-IS.	113-114	14341-0540
12	TC	-1	21-24	130-158	34-36	10-12	12.8-12.3	15:41-16:40
	D.	-1	13-20	141-149	30-33	7.4	124-12,7	10:41-17:40
		-1	13-10	132-148	21-79	J-6	(319-17.2	17/41/19/40
	-A-	5	>50	>170cm	>4100	216	~71.3 No	10401
400	В.	. 4	26-30	362-170	39-41	1.3-1.6	113-11.7	14:31-15:31
13	T.	1	22-25	153-165	36-38	1842	FIR-122	13:51-16:30
-	D	-3'	19-31	144-152	3535 -	FAL	723-127	(6.31-17-3)
	E	- 1	14-17	135-141	27-31	3-0	128-132	17:31-18/36
	Α	5	230	=177uu	14Gust	-16	571.5 WG	- F34:21
	11.	4	24-30	169-177	41-43	14-16	110-711	74:21-15:21
14	C	3	24-27	100-108	36-40	15-11	114-122	15:21-16:21
200	- 11	. 1	30-23	131-159	34:37	7.4	12.9/12.6	16(31-173)
	E	100	16-19	141/150	29-13	3-6	127-139	17:21-18:21
	- A	4	>10	>182mi	245cm	996	EPLI me	403611
	n.	4	29-30	174-182	41-45	14-16	113-116	14-16-15-14
15	C	-3	25-28	165-173	79-42	16-17	11.7-12.0	15/01/16/39
	D	-1	24-24	156-164	35-38	7.6	12.1-12.4	16.13-17.10
	E	1	17-30	147-155	36-34	14	12.5-12.8	17:11-18:19
	Α.	3	>30	>18han	F46cm	917.	SULEW.	<11:01
	- 18	4	29-30	179-110	44-46	14-17	11.3-(1.5	14/91-15:00
16		3	35.28	109-177	40-45	11-12	13.6-33.76	15:01-16:00
	D	-7	22-29	160-168	36-39	7-10	11/0-12:2	18/81-17:00
-	1	1	18-31	131-159	31-33	1-6	12.9-12.6	(7:91-17:5
	A	4	=10	3-159cm	-1×40cm	.017	911.3 mg	<[4.0]
	B	11	39:30	181-189	41.46	14-17	11.3-21.3	14391-14-5
17	C	3-	77.75	173-180	46-11	11-11	11.7-11.8	14:51-11:5
	TD.	-2.	2)-26	763-175	36-19	T-10	11/9:12.1	1531-IRA
	E.	1	19-22	154-162	17-35	3.6	123-12.5	16:31-17:3
	Α.	5	=30	≥491cm	≥46cm	917	-911.1 sec	+(4(0)
100		4	256-30	341-192	44-46	18-17	11,3-11,5	14.91-14:50
18	X-	3	27-36	124-187	40-41	11-14	11/6-11/8	14:51-12:00
	D		34-34	165-1T3	74-39	9-10	11.9-12.1	15-31-16-30
	E	14	28-21	156-16s	12-35	4.7	122-12A	18/31-17/20
	· A.	5	=30	SHHipm	<45an	>11	-1113 mc	4(47)
	76.	4	29-30	新州	43-45	13-17	117-115	14:21-14:50
19	- C	1	27-38	174-184	19-12	11-14	11.6-13.6	14:31-13:33
	- D	. 2	24-26	165-173	M-38	3-19	169-121	(5.5)-(6.20
	4	1	31-21	3.58-164	12-33	5-7	12/2/12/4	18/24-17:16

Bronze: At least E grade performance in all 6 test items and a total of 6 or more points Silver: At least D grade performance in all 6 test items and a total of 15 or more points Gold: At least C grade performance in all 6 test items and a total of 21 or more points

# Important Contact Numbers

School Uniform and PE Attire Vendor: Intrend (6741 0930) https://www.intrenduniforms.com/

Hotline / Helpline	Contact
<u>Crisis</u>	
SG Secure	Emergency SMS 71999
Samaritans of Singapore (SOS)	1800 - 221 4444 http://www.samaritans.org.sg Email: pat@sos.org.sg
Babes (by Beyond Social Services)	1800 833 6666
IMH Mobile Crisis Service	6389 2222 (24 hrs)
National Pregnancy Helpline 1800-MUM-TO-BE (24-hour)	1800-686 6823
Pregnancy Crisis Service	6339 9770 http://pregnancycrisis.sg
Pregnancy crisis service for teens	8111 3535 (SMS Helpline) 6375 2940 (Telephone enquiries)
Cyber Wellness	
eCounselling Centre (eC2)	www.eC2.sg Monday, Thursday, Friday 10am to 12pm, 2pm to 5pm (excluding Public Holidays)
Help123 Cyber Wellness Community Support	Chat Online at : <a href="http://www.help123.sg">http://www.help123.sg</a> (Mon to Fri 9.00pm-6.00pm; except public holidays)
MeToYou Cyber Care	Tel: 1800-612 3123
Touchline (Touch Youth Service)	Tel: 6270 8327/ 9173 1766
	1800 377 2252



Family Service Centres (FSCs) and Voluntary Welfare Organisations (VWOs)	
Ang Mo Kio Family Service Centres, (Sengkang)	6453 5349 http://www.amkfsc.org.sg
Care Corner Counselling Centre (Mandarin)	6269 5784
Counselling and Care Centre	6536 6366
Covenant Family Service Centre	6282 8558 Email: MWScfsc@mws.sg
Eagles Medication and Counselling Centre	6788 8220
HELP Family Service Centre (for single parents)	6457-5188 http://www.helpfsc.org.sg
Hougang Sheng Hong Family Service Centre	6289 5022 Email: fsc@shenghong.org.sg
Legal Aid Bureau	1800 225 5529 (For low income persons requiring legal assistance)
Punggol Family Service Centre	6435 5323 http://www.amkfsc.org.sg
REACH Counselling Centre	6801 0730
Shan You Counselling Centre (Mandarin)	6741 0078
Singapore Children's Society	1800 274 4788 (specialized in bullying issues)
SHINE Children and Youth Services	6286 9905 http://www.shine.org.sg Email: scys_h01@shine.org.sg
WINGS Counselling Centre	6383 5745
Mental Well-Being	
Child Guidance Clinic (IMH)	6389 2200
Singapore Association for Mental Health	1800-283-7019 http://www.samhealth.org.sg

Financial Assistance	
Com Care	1800-222-0000
MSF Social Service Office (Social Assistance)	http://www.msf.gov.sg
Self-Help Groups	
Association of Muslim Professionals Hotline	6416 3960 http://www.amp.org.sg
Chinese Development Assistance Council (CDAC)	6841 4889 http://www.cdac.org.sg
Eurasian Association	6447 1578 Email: fss@eurasians.org
MUIS	6359 1199 Email: info@muis.gov.sg
SINDA helpline	1800 - 295 4554
Yayasan Mendaki	6245 5555 http://www.mendaki.org.sg
International Students	
ACMI (for International Students) ACMI Helpline	6801 7400 9188 9162 http://www.acmi.org.sg
Addictions	
Quitline (smoking cessation) Central Narcotics Bureau (CNB)	1800 438 2000 1800-325-6666 https://www.eservices.cnb.gov.sg/feedback/

# Cyber Wellness Tips

## **Good Online Habits**

It is always important to protect yourself from the harmful effects of cyber security breaches. The majority of cyber security breaches results from an online act users did or fail to do. The following good online habits will keep you safe online!



## 1. Set strong password

Creating a strong password policy is key to helping us safeguard ourselves from any unauthorized intrusion into our online privacy. Keep a secure, unique password for each of your online accounts. This is critically important for your safe journey in the cyber space.



## 2. Ignore or close suspicious pop-messages

Hackers have started to use fake pop-ups to get access into your online platforms or your device. So, if you see any suspicious popups, just ignore or close them. For pop-ups that won't go away, shut down your computer and clear your internet browser history.



## 3. Delete messages with suspicious attachments or links

Be suspicious of any email attachments from unknown sources. Never open an email attachment you are unsure of. Keep an Anti-Virus program installed and updated at all times.



## 4. Set appropriate privacy settings on social media

You should always be aware of how much personal information you post on social media platforms. The more information you post, the easier it may be for a hacker or someone else to use that information to steal your identity, access your data, or commit other crimes such as stalking.

# The Periodic Table of Elements

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		ENGLISH LANGUAGE		
S/No	Date Borrowed	Title	Date Returned	Star Rating

		MOTHER TONGUE LANGUAGE		
S/No	Date Borrowed	Title	Date Returned	Star Rating

## STAR RATING LEGEND

1 🖈	I found the book inappropriate to my interests. I was absolutely disengaged because the style of writing was absolutely unable to sustain my interest and there were very few opportunities for vocabulary expansion.
2 🌟	I found the book somewhat inappropriate to my interests. I was somewhat disengaged because the style of writing was unable to sustain my interest and there were only few opportunities for vocabulary expansion.
3 🖈	The book was interesting only at times. The story was only engaging at times and I found it somewhat challenging to continue at times. It helped me expand my knowledge on styles of writing and there were only minimal opportunities for vocabulary expansion.
4 🌣	The book was largely interesting. The story was largely engaging but at times I found it somewhat uninteresting. It mostly widened my knowledge on styles of writing and there were opportunities for vocabulary expansion.
5 🌟	The book was extremely interesting. The story was absolutely engaging and I found it hard to put the book down once I started reading it. It definitely widened my knowledge on styles of writing and increased my vocabulary.

# School Terms And Holidays 2023

## **School Terms**

## Semester 1

Term 1: Tue 3 Jan to Fri 10 Mar Term 2: Mon 20 Mar to Fri 26 May

### Semester 2

Term 3: Mon 26 Jun to Fri 1 Sep Term 4: Mon 11 Sep to Fri 17 Nov

## School Holidays

## Semester 1

After Term 1: Sat 11 Mar to Sun 19 Mar After Term 2: Sat 27 May to Sun 25 Jun

## Semester 2

After Term 3: Sat 2 Sep to Sun 10 Sep After Term 4: Sat 18 Nov to Sun 31 Dec

## School & Public Holidays

## **Public Holidays**

New Year's Day : \*Sun 1 Jan Vesak Dav : Fri 2 Jun

> : \*\*Sun 22 Jan Hari Raya Haji : Thu 29 Jun

Chinese New Year : Mon 23 Jan National Day : Wed 9 Aug

Good Friday : Fri 7 Apr Deepavali : \*Sun 12 Nov

Hari Raya Puasa : \*\*\*Sat 22 Apr Christmas Day : Mon 25 Dec

: Mon 1 May Labour Day

## **School Holidays**

: Sun 2 Jul Youth Day

(Mon 3 Jul is a scheduled school holiday)

Day after National Day : Thu 10 Aug Teachers' Day : Fri 1 Sep

<sup>\*</sup> The following Monday will be a public holiday.

<sup>\*\*</sup> The following Tuesday, 24 Jan, will be a public holiday.

<sup>\*\*\*</sup> Monday, 24 Apr will be a school holiday and a designated day off-in-lieu (DOIL), schools are closed including the General Office, Student Care Centre/KCare Centres.

# Calendar 2023

JANUARY FEBRUARY											MARCH									Α	PR	IL						
S M	1 1		w	т	F	S	S	М	т	w	т	F	S		S	М	Т	w	Т	F	S	S	М	т	W	т	F	S
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15 16	61	7	18	19	20	21	12	13	14	15	16	17	18		12	13	14	15	16	17	18	9	10	11	12	13	14	15
22 23	-	_	25	26	27	28	19	20	21	22	23	24	25		10	20	21	22	23		25	16	17	18	19	20	21	22
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## C alendar 2024

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29	30						27	28	29	30	31			24	25	26	27	28	29	30	2	9	30	31					

# **NOTES**



JAN **TERM 1 WEEK 1** 

"You have brains in your head. You have feet in your shoes. You can steer yourself any direction you choose.
You're on your own. And you know what you know. And YOU are the one who'll decide where to go..."
- Dr. Seuss, Oh, *The Places You'll Go!* 

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JAN TERM 1 WEEK 2

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Reflections	

**JAN** 

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JAN TERM 1 WEEK 4

JK	Rowling	a Harry	Potter	and the	Char	nher of	Secrets

Monday 23	
Tuesday 24	
Wednesday 25	
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Saturday 28	*
Sunday 29	*
Reflections_	

"If we wait until we're ready, we'll be waiting for the rest of our lives." - Lemony Snicket, *The Ersatz Elevator* 

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FEB TERM 1 WEEK 6

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Friday 10	* * * * * * * * * * * * * * * * * * *
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Sunday 12	* * *
Reflections	

"I believe in one day and someday and this perfect moment called Now."

- Jacqueline Woodson, Brown Girl Dreaming

Monday 13	* * * * * * * * * * * * * * * * * * *
Tuesday 14	* * * * * * * * * * * * * * * * * * *
Wednesday 15	* * * * * * * * * * * * * * * * * * *
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Friday 17	* * * * * * * * * * * * * * * * * * *
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## TERM 1 WEEK 8

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"The only thing worse than being blind is having sight but no vision."

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**MAR** TERM 1 WEEK 10

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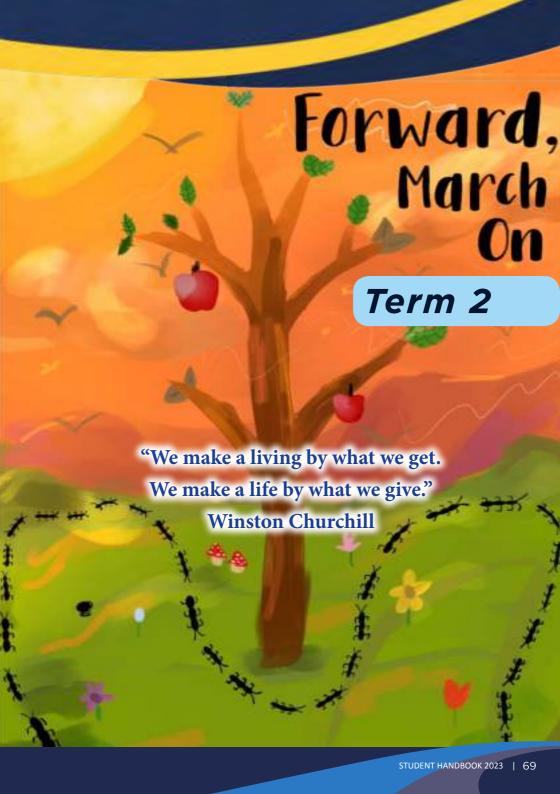
## My Personal Qualities Development Journey: Term 1 Reflection

Being Prepared for Class Organising Tasks and Time	Never	Sometimes Sometimes	Frequently	Always	
This term, I was SELF-DIRECTED (take responsibility	or my le	earning and	developme	nt) when I	
	<del>-</del>		<u>=</u>		
Using an Appropriate Voice Tone		Sometimes		-	
Disagreeing Appropriately Offering Help		Sometimes Sometimes	, ,	,	
Participating in Activities		Sometimes			
Recognising Other's Emotions		Sometimes			
Necognising Other's Linotions	INEVE	Sometimes	rrequently	Always	
This term, I fostered HARMONY (work and get along v	vell with	others) by .			
	<b>.</b>				
Responding to Blame		Sometimes		-	
Accepting No or Consequences		Sometimes		-	
Asking for Help	Never		Frequently	-	
Completing Classwork and Homework well		Sometimes			
Reflecting and Improving	Never	Sometimes	Frequently	Always	
This term, I demonstrated INTEGRITY (being honest a	ınd upri	ght in words	and action	s) when	
Think about a change or a challenge you overcame the What was difficult?	s term.				
Why did you persevere?		***************************************		***************************************	
What did you learn about yourself? I am	***************************************				
(name a strength, trait or attitude that helped you to overcome this cha	lenge)				
I can					
(name a skill you used to help you overcome this challenge)					
I have					
(name the people around you who supported you)	•		•		
How have you grown in RESILIENCE (adapt well to cha	ange an	d recover fro	om setbacks	s)?	
How did you strive for EXCELLENCE (strive for personal best)?					
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MAR **TERM BREAK** 

Monday 13	
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Saturday 18	*
Sunday 19	* * *
Reflections	

# **NOTES**



**MAR** 

## **TERM 2 WEEK 1**

"You never really understand a person until you consider things from his point of view ... Until you climb inside of his skin and walk around in it." - Harper Lee, *To Kill a Mockingbird* 

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Reflections		

**APR** 

"For every minute you remain angry, you give up sixty seconds of peace of mind." - Ralph Waldo Emerson

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APR

# TERM 2 WEEK 4

- Mahatma Gandhi

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**APR** 

#### **TERM 2 WEEK 5**

"He is happiest, be he king or peasant, who finds peace in his home." - Johann Wolfgang von Goethe

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Reflections	

MAY

"With an eye made quiet by the power of harmony, and the deep power of joy, we see into the life of things." - William Wordsworth

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Reflections	

TERM 2 WEEK 8



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TERM 2 WEEK 10



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# My Personal Qualities Development Journey: Term 2 Reflection

Being Prepared for Class Organising Tasks and Time		Sometimes Sometimes		Always Always
Organishing rasks and rinne	IVEVE	Connectimes	rrequently	7 (Ways
This term, I was SELF-DIRECTED (take responsibility	for my l	earning and	developme	nt) when I
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	<del>-</del>		**** <b>*</b> *******************************	***************************************
Using an Appropriate Voice Tone		Sometimes		
Disagreeing Appropriately		Sometimes		-
Offering Help		Sometimes		•
Participating in Activities		Sometimes		•
Recognising Other's Emotions	Never	Sometimes	Frequently	Always
This term, I fostered HARMONY (work and get along v	vell with	others) by .		
	***************************************			
Decreading to Plane	Messe	Cometine	Fra gu : + 1	Almone
Responding to Blame		Sometimes		
Accepting No or Consequences		Sometimes		
Asking for Help		Sometimes Sometimes		
Completing Classwork and Homework well				•
Reflecting and Improving	Never	Sometimes	Frequently	Always
This term, I demonstrated INTEGRITY (being honest a	and upri	ght in words	and action	s) when
	·····•	<u>-</u>		
Think about a change or a challenge you evercame th	ic torm			
Think about a change or a challenge you overcame this term.  What was difficult?				
mat was amount.				
Why did you persevere?				
What did you learn about yourself?				
lam				
(name a strength, trait or attitude that helped you to overcome this cha	llenge)			
I can	<del>-</del>	····•		
(name a skill you used to help you overcome this challenge)				
I have				
(name the people around you who supported you)	***************************************		<b>-</b>	
How have you grown in RESILIENCE (adapt well to ch	ange an	d recover fro	om setbacks	s) <sup>?</sup>
	<u>+</u>		<del></del>	
How did you strive for EXCELLENCE (strive for personal best)?				
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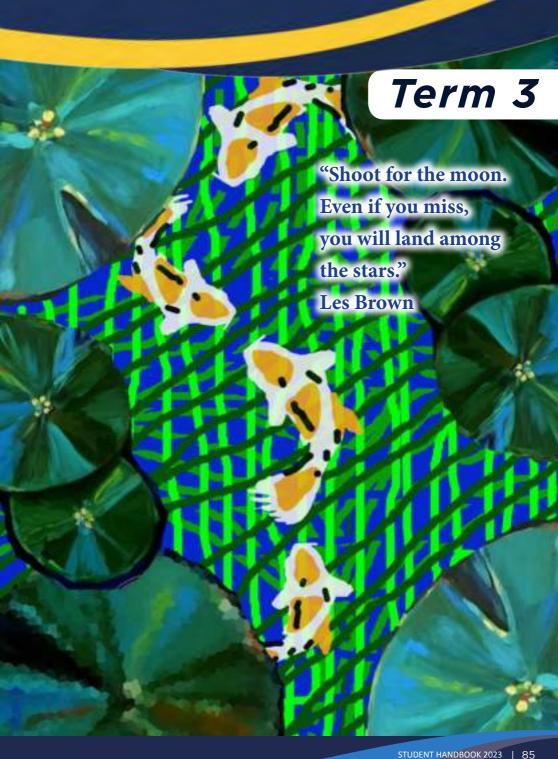
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TERM 3 WEEK 2

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Reflections	

JUL TERM 3 WEEK 4

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Reflections	

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# TERM 3 WEEK 5

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Wednesday 26	* * * * * * * * * * * * * * * * * * *
Thursday 27	* * * * * * * * *
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**AUG** 

#### **TERM 3 WEEK 7**

"Whoever is careless with the truth in small matters cannot be trusted with important matters." - Albert Einstein

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Tuesday 8	* * * * * * * * * * * * * * * * * * *
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Thursday 10	* * * * * * * * * * * * * * * * * * *
Friday 11	* * * * * * * * * * * * * * * * * * *
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Sunday 13	* * * * *
Reflections	

**AUG** TERM 3 WEEK 8

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Reflections	

**AUG** 

#### **TERM 3 WEEK 9**

"To thine own self be true, and it must follow, as the night the day, thou canst not then be false to any man." - William Shakespeare

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# AUG / SEP

#### TERM 3 WEEK 10

"We learned about honesty and integrity - that the truth matters... that you don't take shortcuts or play by your own set of rules... and success doesn't count unless you earn it fair and square." - Michelle Obama

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Reflections	

# My Personal Qualities Development Journey: Term 3 Reflection

Being Prepared for Class Organising Tasks and Time		Sometimes Sometimes		-					
This term, I was SELF-DIRECTED (take responsibility for my learning and development) when I									
	·····•		<del>-</del>						
Using an Appropriate Voice Tone	Never	Sometimes	Frequently	Always					
Disagreeing Appropriately		Sometimes							
Offering Help		Sometimes							
Participating in Activities		Sometimes	, ,	-					
Recognising Other's Emotions		Sometimes		•					
This term, I fostered HARMONY (work and get along well with others) by									
Responding to Blame	Never	Sometimes	Frequently	Always					
Accepting No or Consequences	Never	Sometimes	Frequently	Always					
Asking for Help	Never	Sometimes	Frequently	Always					
Completing Classwork and Homework well	Never	Sometimes	Frequently	Always					
Reflecting and Improving	Never	Sometimes	Frequently	Always					
This term, I demonstrated INTEGRITY (being honest a	and upri	ght in words	and action	s) when					
Think about a change or a challenge you overcame th What was difficult?	is term.								
Why did you persevere?									
What did you learn about yourself?									
(name a strength, trait or attitude that helped you to overcome this cha	llenge)								
I can									
(name a skill you used to help you overcome this challenge)									
I have									
(name the people around you who supported you)	***************************************								
How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?									
How did you strive for EXCELLENCE (strive for personal best)?									

**SEP TERM BREAK** 

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Tuesday 5	* * * * * * * * * * * * * * * * * * *
Wednesday 6	* * * * * * * * * * * * * * * * * * *
Thursday 7	* * * * * * * * * * * * * * * * * * *
Friday 8	* * * * * * * * * * * * * * * * * * *
Saturday 9	* * * * * * *
Sunday 10	* * * * *
Reflections	

# **NOTES**



Term 4

SEP

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Wednesday 13	* * * * * * * * * * * * * * * * * * *
Thursday 14	* * * * * * * * * * * * * * * * * * *
Friday 15	* * * * * * * * *
Saturday 16	* * *
Sunday 17	* * * *
Reflections	

SEP TERM 4 WEEK 2

				Heaven

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Wednesday 20	* * * * * * * * * * * * * * * * * * *
Thursday 21	* * * * * * * * * * * * * * * * * * *
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Sunday 24	* * * * *
Reflections	

"The only limits for tomorrow are the doubts we have today."

- Pittacus Lore, *The Power of Six* 

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OCT TERM 4 WEEK 4

"The measure of a man is not how much he suffers in the test, but how he comes out at the end."

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Saturday 7	* * * * * *
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Reflections_	

OCT TERM 4 WEEK 5

"I believed, and still believe, that you can build your dreams brick by brick. That you can accomplish anything with persistence." - Maurene Goo, I Believe in a Thing Called Love

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Saturday 14	* * *
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Reflections	

OCT TERM 4 WEEK 6

shame you into inaction, or whether you learn from it; whether you choose to persevere." - Barack Obama

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Friday 20	* * * * * * * * * * * * * * * * * * *
Saturday 21	* * * * * *
Sunday 22	* * * * *
Reflections	

OCT **TERM 4 WEEK 7** 

happen to them. They went out and happened to things." - Leonardo da Vinci

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OCT / NOV

"Kites rise highest against the wind, not with it." - Winston S. Churchill

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NOV TERM 4 WEEK 9

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Friday 10	* * * * * * * * * * * * * * * * * * *
Saturday 11	* * *
Sunday 12	* * * * *
Reflections	

TERM 4 WEEK 10

#### NOV

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Tuesday 14	* * * * * * * * * * * * * * * * * * *
Wednesday 15	* * * * * * * * * * * * * * * * * * *
Thursday 16	* * * * * * * * * * * * * * * * * * *
Friday 17	* * * * * * * * * * * * * * * * * * *
Saturday 18	* * * * *
Sunday 19	* * * * *
Reflections	

#### My Personal Qualities Development Journey: Term 4 Reflection

This term, I was SELF-DIRECTED (take responsibility for my learning and development) when I  Using an Appropriate Voice Tone Never Sometimes Prequently Always Participating in Activities Never Sometimes Prequently Always Participating in Blame Never Sometimes Prequently Always Participating No or Consequences Never Sometimes Prequently Always Asking for Help Never Sometimes Prequently Always Participating Classwork and Homework well Never Sometimes Prequently Always Participating Classwork and Homework well Never Sometimes Prequently Always Prequen	Being Prepared for Class Organising Tasks and Time		Sometimes Sometimes	' '	-
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Participating in Activities Recognising Other's Emotions  Never Sometimes Recognising Other's Emotions  Never Sometimes Responding to Blame Responding to Blame Responding to Or Consequences Responding to Blame Responding to Responding to Responding to Responding to Responding to Respon	Disagreeing Appropriately	Never	Sometimes	Frequently	Always
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Reflecting and Improving  Never Sometimes Frequently Always  This term, I demonstrated INTEGRITY (being honest and upright in words and actions) when  Think about a change or a challenge you overcame this term.  What was difficult?  Why did you persevere?  What did you learn about yourself?  I am  (name a strength, trait or attitude that helped you to overcome this challenge)  I can  (name a skill you used to help you overcome this challenge)  I have  (name the people around you who supported you)  How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?					
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Think about a change or a challenge you overcame this term. What was difficult?  Why did you persevere?  What did you learn about yourself? I am (name a strength, trait or attitude that helped you to overcome this challenge)  I can (name a skill you used to help you overcome this challenge)  I have (name the people around you who supported you)  How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?					. , .
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What did you persevere?  What did you learn about yourself? I am (name a strength, trait or attitude that helped you to overcome this challenge)  I can (name a skill you used to help you overcome this challenge)  I have (name the people around you who supported you)  How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?					
What did you learn about yourself? I am (name a strength, trait or attitude that helped you to overcome this challenge)  I can (name a skill you used to help you overcome this challenge)  I have (name the people around you who supported you)  How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?					
I am (name a strength, trait or attitude that helped you to overcome this challenge)  I can (name a skill you used to help you overcome this challenge)  I have (name the people around you who supported you)  How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?	Why did you persevere?				
I am (name a strength, trait or attitude that helped you to overcome this challenge)  I can (name a skill you used to help you overcome this challenge)  I have (name the people around you who supported you)  How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?					
I am (name a strength, trait or attitude that helped you to overcome this challenge)  I can (name a skill you used to help you overcome this challenge)  I have (name the people around you who supported you)  How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?	What did you learn about yourself?				
I can (name a skill you used to help you overcome this challenge)  I have (name the people around you who supported you)  How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?					
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How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?		<del>-</del>			
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How did you strive for EXCELLENCE (strive for personal best)?	How have you grown in RESILIENCE (adapt well to change and recover from setbacks)?				
How did you strive for EXCELLENCE (strive for personal best)?					
	How did you strive for EXCELLENCE (strive for person	ial best)	)?		
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Wednesday 29	* * * * * * * * * * * * * * * * * * *
Thursday 30	* * * * * * * * * * * * * * * * * * *
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Saturday 2	* * * * *
Sunday 3	* * * * * *
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# Find Balance in Life

## **Physical Wellness**

Are you taking good care of

- vour body?
- Get enough rest Eat sensibly
- Exercise regularly
- Visit the doctor when necessary

## Social Wellness

Who are the important people in your life?

- Make time for family and friends
  - Form new relationships
    - ✓ Offer support to others

### How do you deal with the ups **Emotional Wellness** and downs of life?

- ✓ Don't be afraid to express your emotions – appropriately
- Talk to someone when you are feeling down
  - Have realistic expectations of yourself
- Surround yourself with positive thoughts

### School-Life Balance

Are you enjoying your school experiences? Find interest in your

- Find your passion learning
- Manage your time well
  - Make more friends in school
- Take part in school activities
- Take time to unwind



## What to do...

## Before exams

## \*Set realistic goals

### Develop good study habits 🏅 Pay attention during lessons.

- 🕇 Submit your homework on time.
  - Revise your work daily.
- Ask your teacher/friend if you don't understand.

### Sleep, eat, exercise, drink plenty of water

A healthy body makes for an alert mind.

## Study smart

- Know your learning strategies.
  - Know the exam format.
- Prepare a study time-table and follow it.
  - 🏅 Make time for rest and play in
    - between study.
- 🏕 Review your revision progress. Relax by:
- listening to music
- counsellor, friend or parents when talking to your teacher, school you feel stressed exercising
  - reviewing your expectations
- praying

## During exams

After exams



## -Stay calm and concentrate

- Read all questions before you start. Read all instructions carefully.
  - Do the easy questions first.
- 🕇 Check all your answers before submitting Write legibly.
- your paper.

Believe in yourself and do your

best

## If you're not happy with

your results

### Talk to your teacher, school counsellor or parents

- Tell them how you feel.
- Find out the mistakes you made. 🏖 Work out ways to improve.

## There will be another chance to do better. Be patient with yourself



SOCIAL SKILL	SKILL STEPS
Being Prepared for Class	1. Be on time for class. 2. Make sure your classroom is clean. 3. Have only necessary materials on your desk. 4. Be ready to hand in your homework. 5. Listen when your teacher speaks.
Using an Appropriate Voice Tone	1. Look at the situation and the people around you. 2. Listen to the level of the voices around you. 3. Adjust your voice volume to be suitable for the situation. 4. Think about what you want to say. Speak clearly with a respectful tone.
Completing Homework Well	1. Find out the homework for today. 2. Take the required materials home. 3. Begin your homework without delay. 4. Focus. Do it well. Finish it! 5. Keep completed homework in your school bag.
Asking for Help	1. Look for someone who can help you. 2. Check if the person has time to help. 3. Describe the problem to the person. Be specific. 4. Listen if advice is given. Reflect on it. 5. Thank the person sincerely.
Organising Tasks and Time	1. List all tasks to be done. 2. Estimate the time needed to complete each task. 3. Rank tasks based on deadlines, time needed and importance. 4. Prepare a schedule for your tasks. 5. Complete tasks according to your schedule.
Reflecting and Improving	Think about the situation you are in.     Identify your behaviour and feelings.     Consider if your behaviour is appropriate for the situation.     Identify other behaviours that would be more helpful for the situation.



#### **SOCIAL SKILLS**

SOCIAL SKILL	SKILL STEPS	
Disagreeing Appropriately	1. Look at the person speaking. 2. Use a pleasant tone. 3. Say sincerely, "I hear what you are saying." 4. Say respectfully that you feel differently. 5. Give a reason why you disagree. 6. Listen to the other person.	
Accepting "No" or Consequences	1. Look at the person speaking. 2. Stay calm. 3. Say, "Okay." 4. If you disagree, plan to discuss it later. 5. Think about why he/she said that.	
Offering Help	1. Look at the person as you speak. 2. Ask the person sincerely, using a pleasant tone, if he/she needs help. "Can I help?"/"May I help you with?" 3. Listen to what the person needs. 4. Describe how you can help. 5. Do what you agreed to do. Get other kinds of help if needed.	
Participating in Activities	1. Politely request to join the group. "May I join you?" 2. Ask what role you can play. "How can I help?" 3. Do your part well. Cooperate with others. 4. Praise others' contribution. Thank them for what they have done.	
Recognising Other's Emotions	1. Look at the situation. 2. Observe the other person's non-verbal behaviour and voice tone. 3. Think about your own feelings when you look and sound the same. 4. Identify the other person's current mood or emotions. 5. Clarify the other person's feelings with him/ her, if possible. Ask, "Are you feeling?"	
Responding to Blame	1. Look at the person speaking. Remain calm. 2. Check your behaviour and feelings. 3. Listen carefully. 4. Say, "I hear what you are saying." Ask, "May I speak now?" 5. If the response is "Yes", explain what you were trying to do and why. If not, continue to listen; ask to speak again later. 6. Apologise if you are in the wrong.	

#### WHOLE-SCHOOL APPROACH TO **EFFECTIVE COMMUNICATION**

Use TALK FRAMES FOR QUESTIONING AND RESPONDING when you *participate in activities* such as groupwork.

Remember to discuss your ideas using an appropriate voice tone.





Unsure about your friend's idea? Seek clarification!

With clarity, becomes and finally becomes this.



Don't agree with your friend's idea? You don't have to fight!

Instead you may disagree appropriately.

We welcome all perspectives, so challenge your friend's statement or assumption.

Do you want another friend's contribution?

Ask him or her to build on an idea!

But, don't leave us hanging; remember to summarise.



#### SEEK CLARIFICATION

Talk Frames for Questioning	Talk Frames for Responding
1. Could you elaborate on?	1. An example of this is
2. I'm not really clear about the part	2. In other words
3. What do you mean by?	3. What I mean is



Could you elaborate on your idea of how humans don't care about the environment?

> What I mean is that human activities such as deforestation are killing Mother Earth.



#### **CHALLENGE YOUR FRIEND'S** STATEMENT OR ASSUMPTION

Talk Frames for Questioning	Talk Frames for Responding
1. That's a good idea, but I think that	1. That's a good point, perhaps
2. What about if?	2. I believe my opinion is still valid because
3. Perhaps another way to look at it is	3. I can add more evidence to my point



That's a good idea, but I think we still do care about the environment as there are many laws to protect it.

I believe my opinion is still valid because people still destroy forests even though there are laws and they are not punished.



#### TO BUILD ON AN IDEA

Talk Frames for Questioning	Talk Frames for Responding
1. Could you add on to?	1. I would add that
2. Do you have an example to support his idea?	2. An example is



Could you add on to his idea about human activities killing Mother Earth?

> An example is how factories produce a lot of smoke. It causes air pollution.



#### **TO SUMMARISE**

Talk Frames for Questioning	Talk Frames for Responding
1. What are the key ideas we discussed?	1. The key ideas are firstly, secondlyetc.
2 What have we discussed so far?	2 We have discussed that



#### What have we discussed so far?

We have discussed that human activities such as destruction of forests and pollution from factories are destroying Mother Earth.



WSA-EC 2020

#### **VIA Records**

Record all your VIA involvements (i.e. with your class, your CCA, own involvement outside school) in the table below.

For VIA done outside school, please pass a letter from the organisation to Ms Hazlin (Admin Executive, in the General Office), who will help to capture the hours of service rendered in the School Cockpit.

Date	Type of Activity	Venue	Organisation	No of Hours
		Total N	umber of Hours :	

# MY TEST AND EXAM MARKS

	Overall	,000,	100%						
Term 4	End-of-Year Examination	Sec 1 to 3	25%						
Term 3	Weighted Assessment	Sec 1 to 3	15%						
Term 2	Weighted Assessment	Sec 1 to 3	15%						
Term 1	Weighted Assessment	Sec 1 to 3	15%						
	Subjects								

• Graduating levels (Sec 4 & 5) will be graded by Term 1 Weighted Assessment (15%), Term 2 Weighted Assessment (15%) and Preliminary Examinations (20%).

# Refer to your actual grades for Term 1 Weighted Assessments.

Order of Priority	Subject	Write down 2 key reasons for you not achieving / just meeting your target in the subject identified. What are the challenges you faced in this subject? E.g. I started studying for the subject only 5 days before the exam.	Write down 2 key strategies you will use to improve your performance in the subject identified. What steps/actions would you like to take to overcome the challenges? E.g. I will spend 1 hr per day doing extra Math questions.

# Refer to your actual grades for Term 2 Weighted Assessments.

Write down 2 key strategies you will use to improve your performance in the subject identified. What steps/actions would you like to take to overcome the challenges? E.g. I will spend 1 hr per day doing extra Math questions. I will read Chinese newspaper every day.			
Write down 2 key reasons for you not achieving / just meeting your target in the subject identified. What are the challenges you faced in this subject? E.g. I started studying for the subject only 5 days before the exam.			
Subject			
Order of Priority			

# Refer to your actual grades for Term 3 Weighted Assessments.

Order of Priority	Subject	Write down 2 key reasons for you not achieving / just meeting your target in the subject identified. What are the challenges you faced in this subject? E.g. I started studying for the subject only 5 days before the exam.	Write down 2 key strategies you will use to improve your performance in the subject identified. What steps/actions would you like to take to overcome the challenges? E.g. I will spend 1 hr per day doing extra Math questions. I will read Chinese newspaper every day.

# Refer to your actual grades for Preliminary/End-of-Year Examinations.

	 	 ,	
Write down 2 key strategies you will use to improve your performance in the subject identified. What steps/actions would you like to take to overcome the challenges? E.g. I will spend 1 hr per day doing extra Math questions. I will read Chinese newspaper every day.			
Write down 2 key reasons for you not achieving / just meeting your target in the subject identified. What are the challenges you faced in this subject? E.g. I started studying for the subject only 5 days before the exam.			
Subject			
Order of Priority			

# **SETTING TARGETS**

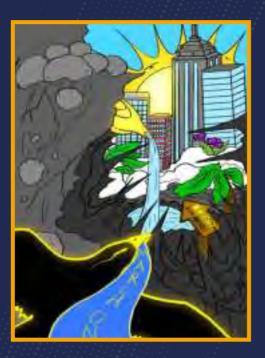
					Actual Grade	Grade			
Subject	Target Grade	T1 WA	Indicate Target Met with Y/N	T2 WA	Indicate Target Met with Y/N	T3 WA	Indicate Target Met with Y/N	T4 E0Y	Indicate Target Met with Y/N
English Language									
Mathematics									
Mother Tongue									
*L1B5 (EXP-20), L1B4 (NA-19) L1B2 (NT-10)									



'ARTivate' is a school-based art talent development programme facilitated by the school's Art Unit. Since 2015, the programme caters to Sec 2 students with a keen interest in art. Each year, their artistic expressions contribute to the design for the school's student handbook and canvas pieces that adorn the school's walls. Approach your art teachers for more details if you are a Sec 2 student and wish to participate in ARTivate 2023!

The following participants in ARTivate 2022 were inspired by the school's song; March On. Using diverse range of creative symbols such as a water flow for endless worthy effort and koi fishes that represent strength, determination and perseverance. Each member strove to embark on the new art technique and platform to digitalise their ideas to produce an inspiring and vibrant art piece.

While ARTivate challenged each participant to strive for their personal best, working in teams enriched the students' learning. Translating physical ideas into digitalised works, provides an opportunity for the students to learn from one another while negotiating differences to collaborate effectively for the best outcomes.



With the use of meaningful symbols, our school's song; March On, is artistically portrayed in this work. The water flowing from the vase represents fluidity and cohesiveness. an individual who cares not only for themselves but also for the community. The other symbols show how students persevere to reach their desired goals.

2H2 Jasmine 2H4 Vivienne, Emma, Yide 2H5 Arin, Shaelyn 2H6 Noelyn, Shuhadah 2H7 Aisha, Clare.

(Term 1 divider design)

#### Artivate



Ants are insects that symbolise positive virtues such as teamwork, hard work, perseverance, great communication, diligence and productivity which represent the diverse strengths of students in the school.

2H2 Jasmine 2H4 Vivienne, Emma, Yide 2H5 Arin, Shaelyn 2H6 Noelyn, Shuhadah 2H7 Aisha, Clare.

(Term 2 divider design)

Strength of character, perseverance, accomplishment and courage are often associated with koi fishes which have the ability to regulate and adapt behaviour to the demands of a situation in order to achieve personally chosen goals and values.

> 2H2 Jasmine 2H4 Vivienne, Emma, Yide 2H5 Arin, Shaelyn 2H6 Noelyn, Shuhadah 2H7 Aisha. Clare.

> > (Term 3 divider design)



#### School Song

We proudly sing about our school
That shines among the rest.
With youthful vigour, youthful zest,
We'll make our school the best!

#### Chorus

Forward, march on,
Serangoon Secondary School!
We will lift our voices and sing,
We will seek, we will strive,
We will serve with pride,
Honours to you we'll bring!
(Repeat)

#### Chorus

Forward, march on,
Serangoon Secondary School!
We will lift our voices and sing,
We will seek, we will strive,
We will serve with pride,
Honours to you!

