



SERANGOON SECONDARY SCHOOL

11 Upper Serangoon View
Singapore 534237



16 June 2020

Through Principal

16/6/2020

Mdm Tay Siok Hwa
Principal
Serangoon Secondary School

Dear Parent/Guardian,

School Events and Programmes in Semester 2 2020 (for Lower Sec Students)

1. Welcome to Term 3! We are glad to share with you that your child/ward is settling in into the new term after progressively returning to school in a careful and safe manner. In this letter, we would like to update you on:
 - Safe management measures in place to keep our students safe
 - Adjustments to Co-Curricular Activities (CCAs) due to the COVID-19 situation
 - School expectations
 - In-School Home-Based Learning (HBL) Programme
 - Arrangements for GCE O-Level Mid-Year Mother Tongue Language (MTL/MTLB) Written Examinations, and early dismissal for other levels
 - GCE O-Level MTL/MTLB Listening Comprehension Examinations
 - Mastery Learning Programme (MLP)
 - Term 3 weighted assessments
 - NRIC registration (for students who are turning 15 years old)
 - Semester 2 school events
 - School-home partnerships

Safe Management Measures

2. We are ensuring that safe management measures are in place to keep our students safe:
 - Daily temperature-taking with additional visual and question screening will continue to be carried out for all students and staff. In addition, students and staff who are unwell, or who have household members aged 18 and above on Home Quarantine Order/Stay-Home Notice or have flu-like symptoms such as fever, cough, runny nose, or sore throat, will be required to stay away from school.
 - High-touch surfaces are cleaned and disinfected daily.
 - Students and staff are required to **wear their face masks at all times**, except when they are eating or engaged in strenuous physical activities, or when teachers are conducting lessons at the front of the classroom.
 - Students will practise frequent hand-washing throughout the school day and practise the wipe-down of tables and shared equipment after use.
 - Intermingling across classes and levels will be minimised.
 - Seating arrangements in classrooms, canteen, and other venues safeguard against intermingling between classes.
 - Arrival, dismissal, and recess timings are staggered to reduce congestion. For Term 3 Week 3, staggered dismissal timings for Lower Sec students will follow the timetable except those in **Annex A**. From Term 3 Week 5 onwards, students will be provided with an updated timetable indicating the staggered dismissal timings.

Co-Curricular Activities (CCAs)

3. Currently, mass physical gatherings continue to be suspended and CCAs will not be conducted in its traditional format. To gradually bring back an essential element of the school experience, each student can look forward to at least three CCA sessions via digital means (eCCA) in Term 3, either on Wednesday or Friday. eCCA sessions may be conducted live or involve offline activities. Students are encouraged to participate in eCCA, and teachers will monitor attendance and safety for online sessions. As some students may be limited by other extenuating circumstances during this COVID-19 period, non-attendance of eCCA will not be penalised. More information on eCCA sessions will be disseminated in a separate letter via CCA teachers.

School Expectations

4. Regular attendance is integral to student learning and engagement in school. Please note that a medical certificate, from a medical practitioner who is registered under the Medical Registration Act on the Singapore Medical Council website, is required if your child/ward is unwell and unable to attend school. A parent's letter may be provided for other types of valid absences, e.g. bereavement. **Permission must be sought from the Principal via Form Teachers for all other absences, including overseas travel, during the school term.**
5. As part of the whole-of-nation effort to harness digital technologies to transform Singapore, parents may now receive a digital MC (DigiMC) from doctors instead. Kindly submit the DigiMC to the school via FormSG (<https://go.gov.sg/sss-emc>). The details to submit a DigiMC may also be found on our school's website.
6. All Sec 1, 4, and 5 students should be seated in their respective classrooms by **7:30 am**. All Sec 2 and Sec 3 students should be seated in their respective classrooms by **7:45 am**. We encourage students to come to school five minutes before the staggered school starting time. This will help them frame their mind and prepare themselves to learn for the rest of the day.
7. Students coming in after their expected reporting time will be deemed to be late for school. For students who are consistently late, their conduct grade may be affected and will be reflected in the next result slip.
8. All students are allowed to wear **half school uniform** (PE shirt with pants/skirt) every day. Black socks, black shoes, and proper hairstyles are still mandatory.
9. As a school, we strive to inculcate appropriate and responsible device usage in our students. Hence, as earlier communicated in Term 1 this year, we seek your continued support in our efforts to disallow handphone usage during recess from Semester 2 onwards. Students can continue to use their handphones before 7:30 am and after dismissal. If lessons require the use of ICT devices, students can use their handphones when permitted by their subject teachers. Parents/guardians can contact the General Office at 6385 1589 if you need to contact your child/ward urgently.

In-School Home-Based Learning (HBL) Programme

10. The school has organised a customised in-school HBL programme for a selected group of Sec 1 and 2 students to support their academic progress and social-emotional growth. The programme consists of academic supervision, discussions, and hands-on activities, and will continue as long as students rotate weekly between HBL and returning to school for lessons. Parents/guardians of shortlisted students have been notified.

Level	In-School HBL	Arrival	Dismissal
Sec 1 and 2	T3 Weeks 2 and 4	8:30 am	1:20 pm on Mondays to Thursdays 12:30 pm on Fridays

GCE O-Level Mid-Year Mother Tongue Language (MTL/MTLB) Written Examinations

11. The 2020 GCE O-Level Mid-Year MTL written examinations will be conducted on 18 June 2020 and the MTLB written examinations will be conducted on 19 June 2020.
12. Please refer to the table below for the **staggered dismissal timings for Sec 1 and 2 students on 18 June 2020**. This is to ensure a conducive environment for candidates taking the national examinations and to allow time for preparation of the venues.

Level / Class	Timings
Sec 1	12:00 pm
2H2 to 2H4	12:10 pm
2H1A, 2H1B, 2H5 to 2H9	12:20 pm

GCE O-Level MTL/MTLB Listening Comprehension Examinations

13. The 2020 GCE O-Level MTL/MTLB Listening Comprehension examinations will be conducted on **27 July 2020 from 2:30 pm**.
14. More details on the dismissal timings for Sec 1 and 2 students will be provided at a later date.

Mastery Learning Programme (MLP)

15. To provide additional support for learning, MLP lessons may be conducted for students after school, either physically in school or online, on the following days. Teachers will inform classes of the details of each MLP lesson at least one day in advance. We seek your cooperation that your child/ward attends MLP lessons so that he/she can be well-supported in his/her academics. Please refer to the schedule below:

Sec 1 and 2 MLP Schedule	
Day	Subject Area
Mondays	English
Thursdays	Mathematics

16. Students are strongly encouraged to seek consultations with teachers in other subject areas, whenever they are in doubt. This will help to address learning gaps earlier in a timely manner.

Term 3 Weighted Assessments

17. Due to the Circuit Breaker period, weighted assessments for Term 2 were cancelled. Hence, the school has reviewed and re-distributed the assessment weightings. The revised assessment plan is as follows:

Level	Plan	Term 1	Term 2	Term 3	Term 4
Sec 1	Original Plan	WA (15%)	WA (15%)	WA (15%)	EYE (55%)
	Revised Plan	WA (15%)	-	WA (20%)	EYE (65%)
Sec 2	Original Plan	WA (15%)	MYE (25%)	WA (15%)	EYE (45%)
	Revised Plan	WA (15%)	-	WA (20%)	EYE (65%)

Legend: Weighted Assessment (WA), Mid-Year Exam (MYE), End-of-Year Exam (EYE)

18. There will be weighted assessments for Sec 1 and 2 in Term 3. These assessments serve as important milestone checks on students' academic performance and progress. As shared in Term 1, they can take different forms for different subjects: class tests, coursework, or assignments. Subject teachers will inform their classes on the mode of assessment and the content to be tested. For class tests, the Term 3 schedules for Sec 1 and 2 are:

Sec 1E and 1NA Class Test Schedule for Term 3								
Week	1-7	8	9	10	11	12	13	14
Subject(s)		Mid-Term Break		EL		SCI		
				MATH	CT			
					HUMANITIES			

Sec 1NT Class Test Schedule for Term 3								
Week	1-7	8	9	10	11	12	13	14
Subject(s)		Mid-Term Break		EL	CT			
				MATH		SCI		

Sec 2E and 2NA Class Test Schedule for Term 3								
Week	1-7	8	9	10	11	12	13	14
Subject(s)		Mid-Term Break		EL		MATH		
				HUMANITIES	CT	SCI		

Sec 2NT Class Test Schedule for Term 3								
Week	1-7	8	9	10	11	12	13	14
Subject(s)		Mid Term Break	EL		CT	MATH		
						SCI		

EL – English / English Literature, MATH – Mathematics, MT – Mother Tongue, HUMANITIES – History and Geography, CT – Art / Design & Technology / Food & Consumer Education, SCI – Science, CPA – Computer Applications

19. In the event of absence from class tests due to valid reasons, e.g. on Leave of Absence, a "VR" will be given for the class test. Students can attempt the class test at a later date for the purposes of practice, and feedback will be given to support their learning.
20. Beyond the weighted assessments, teachers also formatively assess the learning outcomes, strengths, and areas for growth of each student by employing questioning techniques during lessons, and assigning worksheets, class work, and homework.

NRIC Registration (for students who are turning 15 years old)

21. Singapore Citizens and Singapore Permanent Residents who are turning 15 years old will be required to register for NRIC. Due to the COVID-19 situation, the NRIC Registration originally scheduled on 17 April 2020 (Friday) is now postponed to 2 November 2020 (Monday) in Term 4. We will issue a reminder letter two weeks before the registration.
22. Meanwhile, you may ask your child/ward to prepare **one recent passport-size colour photograph** (35mm by 45mm) taken against a white background in a matt or semi-matt finish. Please note that his/her eyebrows should not be covered by his/her hair.

Semester 2 School Events

23. Please refer to **Annex B** for the key school events in Semester 2. More details on each event will be provided to students at a later date.

School-Home Partnerships

24. In line with MOE's launch of Parents Gateway (PG) to strengthen school-home partnerships to support our children in their educational journey, official school communication will be disseminated via the PG mobile app and the school website, and no longer in hard copy. For parents/guardians who are not on board yet, please download the PG mobile app and perform a one-time registration process. The steps are as follows:
 - a) Download and install the Parents Gateway Mobile App from Apple or Play Store
 - b) Perform a one-time registration process
 - c) Enable 'Allow Notifications' to receive push notifications
25. Our teachers will continue to monitor the progress of your child and be in regular contact with you and your child to provide support. MOE will also continue to closely monitor the COVID-19 situation, and we urge you to rely on official sources of information and not to circulate any unconfirmed information. If you have any further queries, please contact **6385 1589** during **weekdays** between **7:30 am and 5:00 pm**. Alternatively, you may reach our staff by sending an email to **serangoon_ss@moe.edu.sg**.
26. You may also wish to visit our school website (www.serangoonsec.moe.edu.sg) for updates and key information about our school programmes.
27. We thank you for your continued support of the school and our programmes. If you require any clarifications, please do not hesitate to contact the following personnel at 6385 1589:
 - Mdm Low Siew Ping, Year Head (Lower Sec)
 - Ms Lee Zhi Li, Assistant Year Head (Sec 1)
 - Ms Moritza Lim, Assistant Year Head (Sec 2) (Covering)
28. A copy of this letter is uploaded on the school's website and on PG. We look forward to your partnership and a fruitful semester ahead. Thank you and stay safe!

Yours sincerely,



Mdm Low Siew Ping
Year Head (Lower Sec)

**Staggered Dismissal Timings for Sec 1 and 2 Students in Term 3 Week 3
For Classes Whose Timings Differ from Timetable**

Day	Class	Subject	Current Dismissal Timing	New Dismissal Timing
Mon 15 Jun	1SD5 – 1SD8	MTL (SBB)	1320	1310
	2H5 – 2H9	MTL (SBB)	1400	1350
Tue 16 Jun	2H2	HIST	1320	1310
	2H3	MUSIC	1320	1310
	2H4	HIST	1320	1310
	1SD1 – 1SD5	MATH (SBB)	1400	1350
Wed 17 Jun	1SD1 – 1SD5	SCI (SBB)	1440	1430
	1SD6	GEOG	1440	1430
	1SD7	ELT	1440	1430
	1SD8	MATH	1440	1430
Thu 18 Jun	Refer to Para 12			
Fri 19 Jun	2H2 – 2H4	CCE	1215	1205
	1SD1 – 1SD8	CCE	1230	1220

Serangoon Secondary School – School Events, Programmes, and Holidays 2020

Term 3						
Date (tentative)	Event	Sec 1	Sec 2	Sec 3	Sec 4/5	Parents/ Guardians
6 Jul	Youth Day (School Holiday)	✓	✓	✓	✓	
18 – 26 Jul	Mid-Term Break	✓	✓	✓	✓	
20 – 21 Jul	Mid-Term Break Lessons	✓*	✓*	✓*	✓	
31 Jul	Hari Raya Haji (Public Holiday)	✓	✓	✓	✓	
7 Aug	School National Day Celebrations	✓	✓	✓	✓	
10 Aug	National Day (Public Holiday observed)	✓	✓	✓	✓	
3 Sep	Teachers' Day Celebrations	✓	✓	✓	✓	
4 Sep	Teachers' Day (School Holiday)	✓	✓	✓	✓	
5 – 13 Sep	School Holidays	✓	✓	✓	✓	
7 – 8 Sep	September Break Lessons	✓*	✓*	✓*	✓	

*For selected students

Term 4						
Date (tentative)	Event	Sec 1	Sec 2	Sec 3	Sec 4/5	Parents/ Guardians
24 Sep	Sec 1 to 3 EL End-Of-Year Examinations	✓	✓	✓		
29 Sep – 9 Oct	Sec 1 to 3 End-of-Year Examinations	✓	✓	✓		
12 Oct	Marking Day (no school for Sec 1 to 3 students)	✓	✓	✓		
13 – 15 Oct	Feedback on Sec 1 to 3 End-of-Year Examinations	✓	✓	✓		
16 Oct	Lessons resume	✓	✓	✓		
19 Oct	Promotion Exercise (no school for Sec 1 to 3 students)	✓	✓	✓		
20 – 22 Oct	Post-Examination Activities	✓	✓	✓		
23 Oct	Collection of Results Slips; Parent Engagement Session	✓	✓	✓		✓
2 Nov	NRIC Registration (for Singapore Citizen and Singapore Permanent Resident students born in 2005)		✓*	✓		
16 Nov	Deepavali (School Holiday)	✓	✓	✓	✓	
21 Nov	Open House	✓*	✓*	✓*	✓*	

*For selected students