



# Together, Achieve Personal Excellence

Student Handbook 2025

Name: \_\_\_\_\_

Class: \_\_\_\_\_





**The Singapore Flag** is halved horizontally, red over white. It has at the top of the hoist, a crescent moon sided by five stars in a circle, all in white. The colour red is symbolic of universal brotherhood and equality of man and the colour white signifies pervading and everlasting purity and virtue. The crescent represents a young country on the ascent in its ideals of establishing democracy, peace, progress, justice and equality as indicated by the five stars.

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### **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 bersatu  
Majulah Singapura  
Majulah Singapura*

### **ONWARD SINGAPORE**

*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!*

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### **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.*

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# About Yuying

## ( FUN FACT ) #1

**Yuying is one of the few schools in Singapore with more than 100 years of history!**

Yuying Secondary School was founded by the Hainanese community in 1910 as a Chinese-medium school. At that time, it was located at Prinsep Street and named Yock Eng High School. The school began with an enrolment of only 15 students. However, it soon outgrew its premises as the enrolment continued to climb. In 1939, the School Management Board initiated a campaign to raise funds for new premises.

## ( FUN FACT ) #2

**Yuying survived World War II!**

In 1941, the school moved to a new campus at 65 Tanjong Katong Road. The school programme was disrupted by the outbreak of World War II. During the war, the school premises were occupied by the Japanese armed forces. The school reopened its doors to students in July 1946 with an enrolment of 600. The post-war years were a period of rapid growth for the school, in terms of enrolment and recognition. In 1958, enrolment stood at a peak of 2400 students. During the 1960s and 70s, there was a shift from Chinese-medium to English-medium education. Thus, the school admitted its first batch of English-stream students in 1981. In 1988, the last batch of Chinese stream students graduated.

## ( FUN FACT ) #3

**Hougang is our third home!**

On 9 December 1985, the school relocated to its present premises at 47 Hougang Avenue 1. The school was renamed Yuying Secondary School and was officially opened on 13 August 1987. Today, Yuying continues as a government-aided secondary school. The School Management Committee and School Alumni Association (founded in 1994) continue to actively support school programmes.

# School Crest



The school crest is made up of 2 concentric circles, with the picture of an eagle in the shape of a Capital Y depicted in the inner concentric circle.

The outer ring comprises the name of the school, Yuying Secondary School and the School Motto, 'Together, Achieve Personal Excellence.'

The inner ring has the name of the school depicted in its Chinese characters. As the Chinese word 'Yu' means to nurture or to cultivate and 'Ying' means heroes or talent, taken together, it portrays the desire of the school to nurture our students and develop their talents so that they can be useful citizens of Singapore.

The eagle in the inner ring of a 'Y' is used as a symbol to represent the kind of student which the school would like to develop i.e. to be like a soaring eagle; strong, swift and powerful, decisive and resilient, always striving to achieve greater heights.

The colour white symbolises purity while the red eagle signifies universal brotherhood and teamwork and hence the school motto, 'Together, Achieve Personal Excellence.'

# Our School

## VISION

Every Yuying student an EAGLE

– **Enterprising, Adaptable, Gracious, Leaders of the future**

每个育英学子具备创新进取精神、适应变通能力、包容谦和态度，及未来  
引领者的素质。

Our vision statement represents Yuying's commitment to nurture future-ready leaders. As a school with a rich history, the vision encapsulates Yuying's ability to navigate through different seasons, developing critical skills and strengths in our students to enable them to succeed. Since its inception, Yuying has embedded the needs of the community at its core. We will continue to develop gracious individuals who create a positive and welcoming atmosphere for all while contributing to the overall wellbeing of their communities. Despite the challenges during the post-war period, our Yuying founders also sought to tap on the strengths of the community in order to pull resources together. They displayed resilience in the face of adversity and emerged as effective problem solvers by taking on the challenges. Yuying will continue to prioritise innovation among students to keep them flexible and adaptable in a dynamic and evolving world, preparing them to be leaders of the future.

## MISSION

Nurturing a Curiosity to Learn and a Heart to Serve

培育富有求知精神、热心服务社会的学生

This captures the essence of our mission to foster an enthusiastic desire for knowledge in our students. Our curriculum and the Applied Learning Programme (ALP) aim to promote critical thinking and a desire to ask questions and seek out new information on a regular basis. At the same time, we aim to develop students' awareness of their surroundings and a sense of rootedness through our co-curricular activities and our Lifelong Learning Programme (LLP). This will then strengthen their resolve to do good for the community and find meaning in contributing to the lives of others.

## VALUES

Integrity, Resilience, Respect and Responsibility

诚信慎行、坚韧刚毅、友爱尊重、担当尽责

The school's core values are drawn from the enduring values that form the bedrock of our national values. As a school, Yuying aims to create a positive environment that will develop our students' personal character and nurture in them our shared societal and national values.

## MOTTO

Together, Achieve Personal Excellence

携手成就个人卓越

The school motto, 'Together, Achieve Personal Excellence' signifies the importance of teamwork and unity within the school. With strong partnership among staff, students and our stakeholders, the school aims for every individual to pursue their personal best with courage and determination, so that they can become better versions of themselves. This effort will help the school to achieve excellence and collective success.

# **DESIRED STUDENT OUTCOMES**

## **LIFELONG LEARNER**

- Takes responsibility for one's own learning
- Demonstrates curiosity and zest to take on new experiences
- Perceives any failure as a learning opportunity
- Perseveres in the pursuit of learning

## **COMPASSIONATE LEADER**

- Displays courage to do what is right
- Exemplifies school values daily
- Shows resilience and adaptability amidst challenges
- Communicates with compassion and acts with conviction

## **ENTERPRISING CHANGEMAKER**

- Fosters collaboration and works effectively in teams
- Thinks innovatively and exercises initiative
- Embraces challenges and strives for excellence

## **RESPONSIBLE CITIZEN**

- Takes pride in being a Singaporean
- Contributes actively to a safe and inclusive community
- Demonstrates responsibility to family, community and nation

# **SCHOOL RULES AND REGULATIONS**

## **DISCIPLINE PHILOSOPHY**

We believe that every Yuying Eagle can be a disciplined individual who is able to make responsible decisions. This includes individuals exhibiting exemplary conduct and upholding the school values of Integrity, Respect, Resilience and Responsibility. We also believe that every individual can influence others positively to create a caring and supportive community.

## **DISCIPLINE APPROACH**

The school believes in providing a quality school experience for our students and adopts an educative approach in managing student discipline while enabling Yuying Eagles to learn how to manage themselves and build positive relationships with others. The set of school rules and regulations serve to provide a clear common code of conduct in order to ensure a caring and enabling environment for all.

### **A. RULES**

The following are mandatory rules that all students must observe:

#### **1. Flag-Raising Ceremony**

The Singapore flag, National Anthem and Singapore Pledge are symbols of statehood, and reflects the ideals, beliefs, and values of our nation. Students must respect the Singapore flag, National Anthem, and Singapore Pledge.

- 1.1 All Singapore citizens must sing the National Anthem and take the Singapore Pledge. The Pledge will be taken with the right fist placed over the heart.**
- 1.2 Non-Singapore citizens are to stand at attention.**

#### **2. Attendance and Punctuality**

Attendance and punctuality are important for students to learn well under the guidance of our teachers. Students need to have the curiosity to learn and be personally responsible to be in school punctually every day. Regular attendance enables every student to actively participate in school activities that enhance learning and promote personal development. Being in school on time helps to ensure that every student is ready for the day's programme(s).

- 2.1 Students must be present for all school activities including flag-raising ceremony (FRC), lessons, co-curricular activities (CCAs) and official school functions.**
- 2.2 An SMS will be sent to parent(s) or guardian by 10.30 a.m. via SC Mobile daily to inform parent(s) or guardian should the student's absence from school is not accounted for.**

- 2.3 Students who are absent from any of these activities must produce relevant documents (such as medical certificates) to explain their absence.
- 2.4 Excuse letters from parents are strongly discouraged. The school permits a maximum of two parent letters per term to explain a student's absence. The letter must be signed by a parent or guardian.
- 2.5 The school does not support students going for vacation before the close of a term or return after the start of a term. Such absences will be marked as Absence without Valid Reason(s).
- 2.6 Students who feel unwell while in school should promptly inform their class or CCA teacher. The student will be referred to the General Office to complete the "Early Leave Form for Students." Parent(s) or guardian will be contacted to make the necessary arrangements for the student to be picked up from school.
- 2.7 Students who need to leave school for a valid reason should inform their class or CCA teacher. The student will be referred to the General Office to complete the "Early Leave Form for Students." Parent(s) or guardian will be contacted to make the necessary arrangements for the student to be picked up from school.
- 2.8 Students who are unable to attend school during curriculum time due to personal commitments will need to seek special permission from the respective Year Head.
- 2.9 School begins at 7.40 a.m. with the flag-raising ceremony. All students are expected to assemble at the FRC venue by 7.40 a.m. Any changes to the venue will be announced via the public announcement system. Students who are not present at FRC venue will be marked late.
- 2.10 Students who arrive in school after 7.40 a.m. need to report to the Late-coming Team at the canteen for FRC, and for their attendance to be marked. Students who arrive after 8.25 a.m. will first report to the Guard House, then proceed to the Student Management Office for their attendance to be marked.
- 2.11 Students who are late for more than three occasions will face disciplinary actions. Students who are late for more than 3 times per term will be recorded as having committed a minor offence for late-coming.
- 2.12 Students who have a high frequency of late-coming and/ or absence without valid reasons may be awarded a "Fair" or "Poor" conduct grade in their report books.
- 2.13 Students who are caught not attending lessons without valid reasons may be awarded a "Fair" conduct grade in their report books.
- 2.14 A student whose attendance falls below 80% (excluding those with valid reasons) may not be eligible to sit for examinations.

### **3. Attire and Appearance**

Appropriate personal grooming and appearance complement the school uniform, ensuring that students always look smart and presentable. Being properly attired signifies readiness for learning and fosters a disposition essential for success in life.

#### **3.1 School Uniform**

The school uniform is an integral part of the school's identity. Wearing the prescribed uniform fosters a sense of belonging and reinforces students' commitment to upholding shared values.

**3.1.1 Students are to wear the prescribed uniform. No modification to the uniform is allowed.**

**3.1.2 Students must wear full school uniform on Mondays. Students must also wear prescribed full school uniform during official events and examinations.**

## **FULL SCHOOL UNIFORM**



**Upper Secondary Boy's  
Full School Uniform**



**Lower Secondary Boy's  
Full School Uniform**



**Girl's Full School  
Uniform**

3.1.3 Students may report in **dress down half uniform** on CCA Days on Tuesdays and Fridays.

### **DRESS DOWN HALF UNIFORM**

CCA or school-approved top and school pants / shorts / skirt



3.1.4 Students may report in **half uniform** on Wednesdays and Thursdays.

### **HALF UNIFORM**

PE T-shirt and school pants / shorts / skirt



- 3.1.5 Boys are to ensure that their shorts / pants are not tapered / altered. The length of their pants should cover their socks. No folding of the pants is allowed.
- 3.1.6 Girls are not allowed to alter or shorten their skirts. The skirts should be maintained at knee length.
- 3.1.7 Students are expected to wear the school's PE T-shirt and shorts during PE lessons. For hygiene reasons, they are to change back into their full uniform during recess after the PE lessons. Should the PE lessons take place after recess, students are to change into their half uniform immediately after the lesson.

## **PE ATTIRE**

**PE T-shirt and PE shorts**



- 3.1.8 Students are to wear only white-based shoes with white laces or white velcro. Students are to wear only plain white socks without logos or designs and must visibly cover the ankle as shown below.



- 3.1.9 No slippers or sandals are allowed to be worn in school at all times, unless for medical reasons and with special permission from school.

- 3.1.10 Approved attire must be worn when students return to school on Saturdays or during school holidays for activities. Please refer to 3.1.2, 3.1.3, 3.1.4 and 3.1.7 for approved attire.
- 3.1.11 Students are prohibited from wearing religious adornments, fashion accessories or items not in the prescribed school uniform. Fashion accessories include handbags and pouches. Students are expected to have a proper school bag with the appropriate items for school.
- 3.1.12 Students who feel cold may only wear school-approved jackets, such as the official school jacket.
- 3.1.13 All CCA-related attire must be approved by the HOD/PE & CCA.

### **3.2 General Appearance and Grooming**

- 3.2.1 Students should look clean and neat at all times.
- 3.2.2 Coloured contact lenses, pupil-enlarging contact lenses or other forms of cosmetic lenses are not allowed.
- 3.2.3 Fingernails must be kept short and clean, without nail polish.
- 3.2.4 Body art of any form is not allowed (e.g. drawings, tattoos, henna).
- 3.2.5 Body piercings, nose and tongue studs / rings are not allowed.
- 3.2.6 Students must not dye, highlight or tint their hair.
- 3.2.7 Girls are only allowed to wear white or neutral-coloured top undergarments.
- 3.2.8 Make-up of any form, including eyelashes extension is not permitted.
- 3.2.9 Girls are only allowed to wear a matching pair of small, simple plain ear studs at the lowest earhole of each ear lobe.
- 3.2.10 Boys must be clean-shaven at all times. No facial hair (moustache, beard, thick side-burn) is allowed.**
- 3.2.11 Boys are strictly not allowed to wear ear studs / sticks / rings.
- 3.2.12 Students are to adhere to the following conditions pertaining to hairstyles:

## **HAIRSTYLE: BOYS**



- Fringe must not be touching the eyebrows.
- Hair at the side should be sloped gently and not touch the ears.
- Hair should be sloped gently and not touch the collar.
- No overlaps / undercut styles are allowed.

## **HAIRSTYLE: GIRLS**



- Hair reaching below the collar must be tied up neatly with black hair accessories.
- Fringes that are long enough to cover the eyebrows must be combed back and secured with black hair pins or a hair band. It should not hang loosely in front, or at the side of the face.

3.2.13 Students with improper and / or outlandish hairstyles will be allowed to return to class only after they have their hair properly cut, styled and approved by the school.

## **4. Conduct**

Students should exercise consideration for others and practice responsible decision-making at all times. This is necessary to create a caring and enabling environment for all.

### **4.1 Learning at Classrooms / Special Rooms / Laboratories / Teaching Venues**

- 4.1.1 Students must always contribute towards a conducive learning environment in all venues.
- 4.1.2 Students are expected to keep their learning environment clean at all times.
- 4.1.3 Handphones must be locked up in the handphone lockers in the classrooms during curriculum hours.
- 4.1.4 Students are expected to have the necessary learning materials readily available as specified by the teachers.
- 4.1.5 Students are to remain attentive and awake during lessons.
- 4.1.6 Students are expected to move from one venue to another with a sense of urgency and in an orderly manner.

4.1.7 Students who need to leave a lesson for valid reasons must seek the permission of the classroom teacher to obtain an 'Exit Pass' from the teacher. Students are to wear the pass prominently when they leave the classrooms.

4.1.8 Specific rules pertaining to the use of special rooms / laboratories must be strictly followed.

#### **4.2 Meal Times at the Canteen**

4.2.1 Students must queue up in an orderly manner when buying food and drinks. Placing orders on behalf of others is not allowed.

4.2.2 Food and drinks must only be consumed within the school canteen unless instructed otherwise.

4.2.3 All eating utensils must be returned to the respective receptacles after use.

4.2.4 Students are expected to dispose of all food waste, packaging and litter found at the canteen into the bins provided.

4.2.5 Students are not allowed to loiter in the classrooms or along the corridor during recess.

4.2.6 Students must return to their classrooms before the bell rings at the end of their recess period.

#### **4.3 Access to Staff Rooms and HOD Rooms**

4.3.1 The Staff Rooms and HOD Rooms are out of bounds to all students unless their presence is required by the teacher.

#### **4.4 Use of School Facilities**

4.4.1 Students must use the school facilities (e.g. hall, gym and other special rooms) with authorisation and approval by the teacher-in-charge.

4.4.2 The rules pertaining to the use of various school facilities must be strictly adhered to at all times.

4.4.3 Students must take good care of all school facilities and equipment. This also includes maintaining the cleanliness of the spaces.

4.4.4 Students must not remove any furniture and equipment from any room without the permission of the school's Operations Manager (OM) or the school authorities.

4.4.5 Lockers are the property of the school and are provided on loan to students.

4.4.6 Students are prohibited from storing any illegal or inappropriate items in the lockers. Students are also expected to take care of their lockers.

4.4.7 Vandalism to school facilities and properties will be dealt with severely.

#### **4.5 Reporting Lost Items and Belongings**

- 4.5.1 Students must promptly inform their class or CCA teacher if they misplace personal belongings or valuables. They are required to report the loss at the General Office. Students will be notified if the item is recovered.
- 4.5.2 Students who discover an unattended item or an item that does not belong to them are required to bring it to the General Office and report it as a lost item.

#### **5. Use of Mobile Devices and Mobile Etiquette**

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, students are to abide by the rules stated in the Acceptable Use Policy Agreement (Page 22).

The policy applies to all students in Yuying Secondary School and the use of our school's ICT facilities, equipment and resources, as well as students' personal devices (e.g. mobile phones). ICT facilities, equipment and resources include the following, but are not limited to, MOE/school-deployed ICT system accounts, the school's Internet network, IT, the device management application (DMA), Computer Labs, hardware (e.g. laptops, tablets, computers), software (e.g. school's learning management system, productivity software, online tools) and peripherals (e.g. projector, visualiser, camera).

Students are also reminded that use of mobile phones are only allowed before school and after school.

Students who have infringed any of the above rules governing the use of mobile devices will have their devices confiscated and will be dealt with accordingly by the school or relevant authorities. All confiscated items (including items not mentioned in the list above) must be collected by parent(s) at a mutually agreed time.

#### **6. Prohibited Items**

- 6.1 Students are not allowed to have any weapons in their possession. They are also not allowed to bring any weapon-like items which can be used, or intended to be used, to cause harm to others. (This includes bringing tools like pen knife, swiss-army knife, etc.)
- 6.2 The following items are also banned in school:
  - a) Chewing gum / Bubble gum
  - b) Pornographic materials
  - c) Lighters / inflammable substances (e.g. petrol, kerosene, gas cylinders)
  - d) Any tobacco products / imitation tobacco products / imitation tobacco paraphernalia / vape device / vaping paraphernalia
  - e) Alcohol
  - f) Inhalant substances and other hazardous materials which pose a potential danger to both school environment and property
  - g) Poker cards or other card types that promotes gambling
  - h) Cosmetic products

Any of the prohibited items found in the student's possession will be confiscated and consequences will be meted out accordingly. All confiscated items (including items not mentioned in the list above) must be collected by parent(s) or guardian at a mutually agreed time.

## 7. Personal Data Protection Act (PDPA)

- 7.1 Photographs or video images of students and their parents may be captured during school activities and events. The school may use and publish such photographs and/ or video recordings in school publications, websites, social media channels and other communication channels.

# B. OFFENCES AND CONSEQUENCES

The school has zero tolerance for serious offences that are detrimental to the physical and emotional well-being of the school community. Yuying Eagles need to exercise care for self and others, and be responsible in making the right choices.

The following offences are classified as serious offences. Students who commit these offences will be dealt with severely by the school or relevant authorities. Consequences could include caning and suspension. Students will also be referred for counselling to support behavioral modification.

### 1. Serious Offences

- 1.1 Bullying in all forms. These include (and not limiting to) any activity that causes distress to others and/ or that brings disrepute to the school. (Offensive postings in social media, inappropriate text messages, theft, extortion, sexual misconduct)
- 1.2 Substance abuse (including but not limited to smoking, vaping, inhalant / alcohol / drug abuse)
- 1.3 Any form of gang-related activity
- 1.4 Any form of defiance towards authority
- 1.5 Gambling in all forms
- 1.6 Forgery and cheating in administrative and/or academic-related matters
- 1.7 The use of violence in any form
- 1.8 Possession of weapon(s) or weapon-like item(s)
- 1.9 Sexual misconduct (including the possession and distribution of pornography)

### 2. Misconduct

- 2.1 Disruptive behaviours within school compound
- 2.2 Improper attire and grooming
- 2.3 Littering within school compound
- 2.4 Not completing assignments
- 2.5 Use of vulgar language

### **3. Attendance**

- 3.1 Leaving school grounds without permission
- 3.2 Truancy
- 3.3 Late-coming for school
- 3.4 Late for lessons without valid reasons
- 3.5 Skipping lessons or detention

### **4. Theft Or Damage Of Property**

- 4.1 Arson
- 4.2 Theft or stealing of personal or school property
- 4.3 Vandalism to school property

Any student who breaches the School Rules and Regulations is liable to face (at the school's discretion) one or more of the following disciplinary actions (not listed in order of priority and not exhaustive) depending on the nature, frequency and severity of the offence committed:

- Warning
- Immediate rectification (includes sending home to change into proper school uniform) for inappropriate attire and appearance
- School Service
- Confiscation of item(s)
- Apology / Public Apology
- Signing of contract of good behaviour (witnessed by parent/guardian)
- Personal Qualities and Conduct Grade will be adjusted accordingly
- Detention
- Removal from position of responsibility (i.e., student leadership position)
- Exclusion from National / MOE / School awards
- Caning
- Suspension
- Expulsion
- Referral to external agencies
- Referral to the Police
- Other actions as prescribed by the school

All offences committed will be entered into the School Cockpit. A student's conduct grade is awarded according to his/ her demonstration of school values through his/ her behaviour at the end of each semester. It would also be adversely affected by the severity and frequency of the offences committed.

A 'Fair' or 'Poor' conduct grade would affect his/ her eligibility for awards, bursaries and scholarships, such as the Edusave Awards and Bursary.

Any student leader who is undergoing discipline-related follow-up will be suspended from duty. The Student Leadership Development Committee will determine the student leader's suitability in his/ her role(s) after the outcome is finalised.

**\* The school reserves the right to introduce new rules and regulations to modify the existing ones as and when it deems appropriate and necessary.**

# STUDENT WELL-BEING

## 1. Counselling Services

Counselling services are provided for any student who wants to have a discussion or requires support for his or her well-being. Should you require such support, you can:

- approach your Form Teachers, Subject Teachers, Year Heads, or Teacher Counsellors.
- make appointments to see our School Counsellors (Mrs Devan or Mr Gary Ow) either through your Form Teachers or Year Heads.
- approach the School Counsellor directly at the Eagles' Nest (beside the General Office). The School Counsellors are available to provide counselling support from Mondays to Fridays, from 7.30 a.m. to 3.30 p.m.

Alternatively, you may use the following hotlines if you need a listening ear after school hours.

### Samaritans of Singapore (SOS)

Call: 1-767 (24 hour helpline)  
Email: pat@sos.org.sg

### Community Health Assessment Team (CHAT)

Call: 64936500 / 64396501  
Visit: CHAT Hub at  
\*SCAPE, #05-05  
Email: CHAT@mentalhealth.sg

### TOUCHline

Call: 1800-3772252  
Monday – Friday  
(Excluding Public Holidays):  
9am–6pm

### eC2

Chat with a counsellor online  
at: [www.ec2.sg](http://www.ec2.sg)  
Monday – Friday  
(Excluding Public Holidays):  
10am – 12pm & 2pm – 5pm

### mindline.sg

Find out more:  
[www.mindline.sg](http://www.mindline.sg)

### Help123

Call: 1800 6123 123  
Find out more: [help123.sg](http://help123.sg)  
Monday – Friday  
(Excluding Public Holidays):  
10am–6pm

## 2. Year Heads / Assistant Year Heads

For general well-being matters and support including financial assistance, students may approach their Form Teachers or the Year Heads / Assistant Year Heads:

**Secondary 1:** Ms Anu Priya  
**Secondary 2:** Ms Linda Marie

**Secondary 3:** Mr Kelvin Goh  
**Secondary 4/5:** Mr Eric Chew

### 3. Education and Career Guidance (ECG)

Our ECG curriculum focuses on helping our students explore their strengths, interests and career aspirations and equipping them with the relevant information to make an informed choice on their post-secondary educational pathways and possible career options. The ECG curriculum is delivered as part of the Character and Citizenship Education curriculum (CCE 2021). In addition, students who are keen to explore more about subject choices, post-secondary education options or career interests can consult our school's ECG Counsellor, Mr Benjamin Png, who is stationed at the school (WINGS Room) on Wednesdays and Thursdays. Students can make an appointment for a consultation session (individually or in small groups) with the ECG Counsellor through their Form Teachers or Year Heads / Assistant Year Heads.

### 4. Supportive strategies

#### ***How do I cope with negative emotions?***

- Practise relaxation techniques, such as deep breathing, squeezing your hands tightly and then releasing the tension.
- Treat yourself to something you enjoy doing like listening to music or indulging in a hobby.
- Use positive self-talk. Accept and learn to love yourself. For example, tell yourself: "I can get help", "I can cope, and things will get better", "I am not what they say I am".



#### **RECOGNISING OTHERS' 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 way.
- 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 ... ?"

#### **DON'T**

- ✗ Show impatience
- ✗ Jump to conclusions
- ✗ Judge any emotions too quickly

#### **DO**

- ✓ Take time to listen
- ✓ Observe the situation carefully

#### **MAKING POSITIVE SELF-STATEMENTS**



- 1 Think about past achievements or improvements you have made in your life.
- 2 Make positive statements about what you did.
- 3 Begin by saying to yourself,

"I am proud of myself when I ..." or "I did well when I ..."

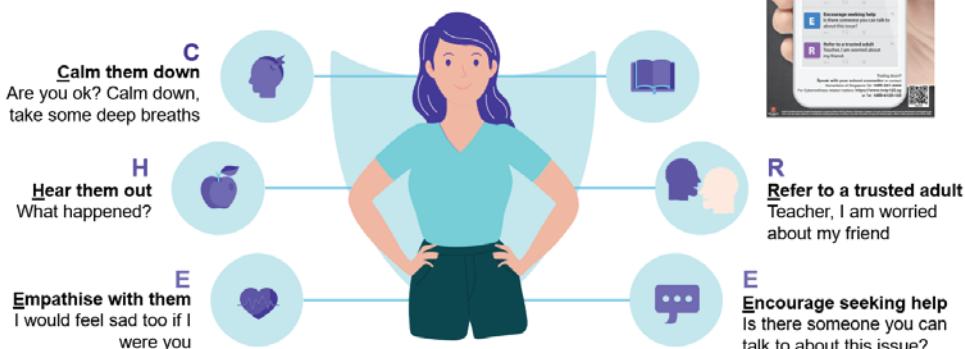
#### **DON'T**

- ✗ Look down on your own efforts
- ✗ Lie, exaggerate or boast about yourself
- ✗ Put down others' efforts

#### **DO**

- ✓ Celebrate the little achievements and improvements you have made
- ✓ Be truthful
- ✓ Value your efforts and others' efforts

# How can I support my friend?



## Coping Strategies

B Belief	A Affect	S Social	I Imagination	C Cognitive
Tapping on your own beliefs & values	Expressing emotions & feelings	Turning to people for support & helping others	Using creativity & imagination	Using facts and logical reasoning to understand situations & problem-solve

**Exercise beliefs and values by:**

- Reflecting on purpose, values and beliefs
- Sharing your thoughts & emotions with a mentor

**Express emotions by:**

- Drawing, writing or journaling
- Listening to music
- Sharing what you feel with a friend or trusted adult (e.g. talking it out, crying)

**Being social includes:**

- Sharing with trusted adults or friends
- Staying connected with family & friends
- Participating in CCA or other social activities
- Giving help & support to others

**This includes:**

- Laughing
- Using humour
- Playing/making music
- Watching a movie

**This includes:**

- Thinking positive/reframing
- Setting workable goals
- Looking for strategies
- Breaking down the problem
- Processing the situation with a trusted adult

**Physiology** Taking care of your body

Examples include:

- Regular exercises (e.g. running/walking)
- Playing sports
- Relaxation exercises
- Getting enough sleep & rest
- Eating healthily
- Staying hydrated

The coping strategies above are suggestions and there are other examples in addition to what has been listed.

## MANAGING BULLYING

# Reach Out, Don't Doubt

You want to report bullying/ cyberbullying incident?

You have a concern/ issue you would like to raise to your teachers?



# MANAGING BULLYING

## What should you do if you experience Bullying?



### 1 - Keep Calm

- Do not react. Keep your face calm until you are away from the bully. A bully thrives on your reaction. So, do not give in to them.

### 2 – Diffuse

Bullying			Cyberbullying
Ignore	Walk away	Talk friendly	Stop & Block
Pretend you didn't hear it	Stand tall, head up high	Use a calm voice	STOP responding or communicating online
Do not make eye contact	Look confident	Maintain eye contact when talking	BLOCK all communications with the cyberbully
Count to five in your head slowly	Walk somewhere, preferably towards a congested area		
Take slow deep breaths	Do not look back and don't run!		

### 3 – Report

(For cyberbullying offences, do remember to SAVE all evidences)

**Option 1:** Tell a trusted adult or inform any bystander at the scene.

**Option 2:** Online reporting – Yuying Cares (Refer to the lower half of page 19)

# CYBER-WELLNESS



## BE KIND: POSITIVE INTERNET BEHAVIOUR

The Internet is a double-edged sword that presents both opportunities and risks. When we choose to use the Internet positively, we commit to acting responsibly and ethically, while inspiring others to do the same.

### Why do you need to know this?

Everything that we do or say online has real-life impact on, not just ourselves, but entire communities. It can lead to serious consequences. Hence, a little positivity will go a long way.

Here are some ways you can treat yourself and others with Respect & Dignity online:

#### 1. Post Positively

- As a general rule of thumb, don't say anything online that you would not say to someone's face. It is common for people to have differing opinions, there is never a need to be disrespectful or insulting.
- Think before you post! Sometimes, we may feel compelled to "rant" online after negative experiences. However, it is better to frame your thoughts constructively.
- Post positive reviews or supportive comments to encourage others online.

#### 2. Think before you share

- Avoid oversharing personal information, such as your phone number, address and birth date.
- Before you forward a photo, link or text message you receive, it's best to check that it is not a hoax, scam or false information.
- What might seem harmless and funny online could spread negativity or end up humiliating someone else.

#### 3. Exercise Empathy

- Treat others the way you would want them to treat you.
- Always remember that the person you're addressing online has feelings too.
- Show graciousness and kindness to fellow netizens — everyone can benefit from more positivity.

Source: Adapted from <https://www.betterinternet.sg/Resources/Resources-Listing/Be-Kind---Positive-Internet-Behaviour>

# **ACCEPTABLE USE POLICY (AUP)**

## **For Personal Learning Device & School ICT Resources**

Computing devices and access to the Internet have become a necessity for work, play and learning in the 21st century. As students navigate the digital space, they should do so in a safe and responsible manner.

In addition, students are reminded to observe the guidelines stated in this Acceptable Use Policy (AUP) on the use of personal learning devices (PLDs) and the school's ICT resources. ICT resources include the following, but are not limited to, MOE / school-deployed ICT system accounts, the device management application (DMA) and the school's Internet network.

### **General**

1. Students are responsible for their PLDs. In the event of loss or theft of the device, students must make a police report and report the matter to the school.
2. In order to have a seamless learning experience, students should ensure that their PLDs are fully charged before bringing it to school. Should students need to charge their PLDs, they should only do so at home.
3. All PLDs are installed with a device management application (DMA) to support a safe and conducive learning environment. Students should not attempt to uninstall the DMA or de-enroll the PLDs from the DMA. Non-compliance may lead to disciplinary action.
4. Students should not attempt to access data, system and information that they are not authorised to.
5. Students are reminded that the use of PLDs and the school's ICT resources should solely be for the purpose of learning.

### **User Account**

6. Students should interact with others in a respectful and responsible way. Students should not post online remarks that are
  - racially and/ or religiously insensitive,
  - vulgar and/ or offensive, or
  - hurtful to others.
7. Students should not use any devices to
  - store, modify, create or share content (e.g. documents, presentations, pictures and videos) that is inappropriate (e.g. indecent, pornographic, defamatory, hurtful to self or others);
  - make threats, cause harassment or embarrassment, impersonate or intimidate others.
8. Students should not use MOE / school-deployed ICT system accounts for any commercial activities (e.g. buying and selling of goods and services).

### **Intellectual Property**

9. Students are reminded to obtain explicit permission from the content owner before downloading, copying or sharing any copyrighted materials (e.g. pictures, videos, music).
10. Students should not use, copy or share digital files in an unauthorised or illegal manner.

# SCHOOL FEES

School fees are collected to help defray part of the cost of education. MOE HQ determines the rates for various categories of students. The monthly school fees are as follows:

Monthly School Fees		
Singapore Citizen Student	PR Students	International Students (I.S.)
\$5*	\$620	\$1,030 (ASEAN students) \$2,050 (non-ASEAN students)

The computation of school fees, as well as miscellaneous fees is done by HQ Fees System based on Students' Fees Codes. Students are advised to inform the school when there is a change in their citizenship status.

All students are encouraged to pay their school fees and miscellaneous fees through GIRO. MOE processes GIRO applications and effects deductions on a monthly basis except for February (includes January's fees) and November (includes December's fees) where 2 months' fees will be deducted. MOE issues monthly bills/reminders/ warning letters to cash-paying students and students with GIRO arrears requesting for payment in cash or by cheque. These students may make their payments to the General Office on Mondays and Wednesdays between 10 a.m. and 3 p.m..

## Miscellaneous Fees

Miscellaneous fees are collected to defray the cost of teaching resources and to fund educational projects, which benefit students. The current rates of miscellaneous fees are as follows:

Monthly Miscellaneous Fees
\$20

*Miscellaneous fees are determined, billed, and collected together with School Fees.*

## Examination Fees

National examination fees will be waived for all Singaporean students in Government-funded schools, who are sitting for the Singapore-Cambridge GCE N(T), N(A) and O Level Examinations. Non-Singaporean students will continue to pay for the national examination fees which comprise the basic fees and the subject fees.

# TYPES OF FINANCIAL ASSISTANCE

Type of FAS	Organisation	Amount of Assistance	Criteria
School fees and miscellaneous fees	MOE	100% waiver of school fees and miscellaneous fees	
Textbooks	MOE	Free textbooks and workbooks	
School Attire	MOE	Free school attire	
Transport ***	MOE	\$17.00 in transport credits per month from the month of approval, up to a total of \$204.00 transport credits per annum for students taking public transport	<ul style="list-style-type: none"> <li>• Singapore citizen</li> <li>• *Gross Household Income (GHI) not exceeding \$3,000</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• **Per Capita Income (PCI) not exceeding \$750 (if GHI &gt; \$3,000)</li> </ul>
Subsidy for stationery and learning materials (listed as compulsory in the booklist)	MOE	Free stationery and learning materials (listed as compulsory in the booklist)  Note: The calculator is a compulsory item only for all Sec. 1 students	
Meal Allowance	MOE	\$7.60 per day (credited into student's EZ-Link Card)	

\*GHI is the total income of family members who stay in the same household. Gross monthly income is income including regular allowances and employee's CPF contribution. Income from other sources (e.g. monthly pension, alimony and rental income) should be included as part of gross monthly income.

\*\*Per Capita Income (PCI) = total GHI divided by the number of family members.

\*\*\*The transport subsidies of FAS applications approved after January will be prorated accordingly.

# ASSESSMENT

## 1. Rationale

The assessment policy for Sec 1 to 3 students is aimed at:

- monitoring students' learning and providing feedback that can be used by teachers and students to improve students' learning,
- encouraging students to do consistent work throughout the year and
- deploying multiple modes of assessment in alignment with the holistic development of students.

## 2. Weighted Assessment (WA)

Weighted Assessment refers to assessments where the scores form part of the computation of a student's overall results in a subject for the year. Apart from the standard written assessment, depending on the intended learning outcomes, alternative assessments such as oral presentation, journal and project are also used.

	Term 1 WA	Term 2 WA	Term 3 WA	End-of-Year Exam	Total
Sec 1	15%	15%	15%	55%	100%
Sec 2	15%	15%	15%	55%	100%
Sec 3	15%	15%	15%	55%	100%
Sec 4/5	15%	15%	(#Preliminary Exam) 70%		100%

\* There is no WA in Term 4.

# All Secondary 4 and 5 students are required to sit for their Preliminary Examination.

## 3. Grading Systems

Subject at G3 Level	
Marks	Grade
75 and above	A1
70 to 74	A2
65 to 69	B3
60 to 64	B4
55 to 59	C5
50 to 54	C6
45 to 49	D7
40 to 44	E8
39 and below	9

Subject at G2 Level	
Marks	Grade
75 and above	1
70 to 74	2
65 to 69	3
60 to 64	4
50 to 59	5
49 and below	6

Subject at G1 Level	
Marks	Grade
75 and above	A
70 to 74	B
60 to 69	C
50 to 59	D
49 and below	E

#### 4. Promotion Criteria

Level	Minimum Attainment
Sec 1 and 2	<p>Under Full SBB*, all students will generally progress to the next year of learning.</p> <p>Students' curricular load for the following year can be adjusted based on the school's holistic considerations of what is educationally meaningful for each student, including offering individual subjects at a more demanding or less demanding subject level and adjusting the total number of subjects offered.</p>

Level	Course	Minimum Attainment
Sec 3	Express	Pass in English Language and two other subjects.
	Normal (Academic)	Pass in English Language and two other subjects, <b>Or</b> Pass in four subjects.
	Normal (Technical)	Pass two subjects, one of which should be English Language or Mathematics.

#### 5. Offering Of Subjects At A More Demanding Level

Students who have met the school's criteria to take up the subject at a more demanding level in the next academic year will be given an offer letter after the End-of-Year Examination.

\*For more information on Full SBB, you may scan the QR code to refer to the MOE microsite.



# PRELIMINARY/ END-OF-YEAR EXAMINATION INSTRUCTIONS

## Appearance

All candidates must be in proper full school uniform and hairstyle. Candidates who violate the rules will be dealt with before they are allowed to enter the examination venue, and no extra time will be given.

## Punctuality

Candidates are to report at the usual time for the flag raising ceremony unless they are only taking the second examination paper for the day. All candidates are to report at least 30 minutes before the commencement of the second paper. Candidates who report at the examination venue more than half an hour late will **NOT** be allowed to take the examination. They will be given a **ZERO** for the subject.

## Absence From Examination

A valid MEDICAL CERTIFICATE with doctor's diagnosis is required if a candidate is absent for a paper. Medical chits issued by TCM physicians are not accepted.

Status	Remarks
Student is absent <u>without valid reason.</u>	Student is awarded a <b>0</b> .
Student is absent <u>without valid reason for one component of the paper.</u>	Student is awarded a <b>0 for the entire paper.</b>
Student is absent <u>with valid reason.</u>	Student is awarded a <b>VR</b> (absence with valid reason).
Student is absent <u>with valid reason for one component of the paper.</u>	Student is awarded a <b>VR</b> (absence with valid reason) for the entire paper.

## **GENERAL BEHAVIOUR IN THE EXAMINATION VENUE**

- (a) Candidates are **not** allowed to be in possession of electronic devices, books, files and other reference materials. These should be kept in their school bags and left neatly in the examination venue, as instructed by the invigilators. Candidates found in possession of the above at their desks shall be treated as cheating or attempting to cheat. All cases of cheating and attempted cheating will be dealt with severely.
- (b) Candidates should keep their stationery in transparent cases. Alternatively, they can place them directly on the table without any pencil case. This is to ensure that they do not accidentally store any notes in the pencil case during the examination. Calculator covers should be removed and only approved calculators with the school logo stickers can be used.
- (c) Candidates are not allowed to read the questions before permission is granted. They should check the subject name and subject code given on the cover page when instructed by the invigilators, to make sure they are given the correct set of question paper(s). Any doubts or discrepancies should be clarified before commencing the examination.
- (d) All candidates are to observe orderliness and silence during the entire examination (including the collection of papers) and keep the examination venue clean. There should be no communication with other candidates during the entire duration of the paper. All queries / requests are to be raised with the invigilator(s). They are not allowed to borrow or share stationery, or use correction tape or fluid. They are also not allowed to leave the examination venue before the end of each paper.

### **Cheating**

Cheating is a serious offence. Candidates found cheating, attempting to cheat or helping others to cheat in any form during the examination may be expelled from the examination venue. He / she will be awarded **ZERO** for the exam in the subject even if they have sat for one or more papers for the subject, and he / she may be barred from sitting for ALL subsequent papers. His / her conduct grade will be downgraded to "FAIR" for the semester.

# PHYSICAL EDUCATION

## 1. General

- Students must arrive promptly at the respective PE venues.
- They will deposit their belongings with the PE teacher.
- The current guideline on exemption for vaccinated students would apply.

## 2. Attire

- Students must report in the official school PE uniform.
- On CCA days - Tuesdays and Fridays, students are allowed to wear other official school approved T-shirts (e.g. CCA or camp T-shirts) unless otherwise instructed.
- After completing PE lessons, students must change into the official school shorts/pants for the boys and skirts for the girls.

NB: Students cannot wear alternative shorts other than the school's official PE shorts.

## 3. Safety

- Students must promptly inform their PE teacher if they:
  - a) are unwell or sick
  - b) have been recently vaccinated (within 14 days)
  - c) have recently recovered from illness
  - d) have existing medical conditions, particularly respiratory or heart conditions.
- Students are to bring their water bottles for hydration.
- Excused students will either assist the teacher or be assigned an observation worksheet. They are not to engage in non-PE tasks or assignments during this time.
- Asthmatic students must have working inhalers (within their validity period).

## 4. Behaviour

- Students must exercise responsibility and due diligence in caring for their classmates, equipment, and infrastructure. They should not engage in any mischief, such as manipulating or excessively using equipment, which can hurt others or damage school property.
- Students must seek permission from their PE teachers before leaving the PE lesson venue.
- Students are not allowed to retrieve their peers' valuables on their behalf unless directed by the PE teachers.
- **Students are not supposed to occupy venues meant for PE lessons during their unstructured play.**

## 5. Consequences for Non-Compliance:

- 1st & 2nd offence: Verbal Warning.
- 3rd & 4th offence: Assignment of PE duties.
- Subsequent offences: Reflection time @ SRC.

## 6. PE Grade

- The following PE components are weighted equally at 20%.
  - Skills Enactment*
  - Physical Health & Safety with Outdoor Education*
  - NAPFA*
  - BMI*
  - e21CC- SEL. PHY.e.*

The grade would be calculated from the weighted outcomes and the criteria is as follows:

Grade	Attitude (Values/e21CC)	Skills & Knowledge	Outcomes
A	Participates actively and motivates others.	Demonstrates PE skills and knowledge with exceptional proficiency.	Achieves outstanding results in assessments.
B	Participates enthusiastically and engages positively with others.	Demonstrates PE skills and knowledge with high competence.	Attains consistently good results in assessments.
C	Participates willingly and cooperates with others.	Demonstrates PE skills and knowledge with satisfactory competence.	Achieves adequate results in assessments.
D	Participates inconsistently and occasionally disengages from others.	Displays basic competence in PE skills and knowledge.	Attains fair results in assessments.
E	Shows minimal participation and engagement.	Displays limited competence in PE skills and knowledge.	Achieves poor results in assessments.

- PE grade is important for eligibility for Secondary 2G3 students to take Exercise and Sports Science in the upper levels, provided the other criteria are met.**
- Applicants with sports background that they are currently training for would be favourably considered.

## CO-CURRICULAR ACTIVITIES (CCA)

Type	CCA	Gender	Level	Entry
Uniformed Groups	Boys' Brigade	Boys	Core	Sec 1 – 2
	Girls' Brigade	Girls	Core	Sec 1 – 2
	National Cadet Corps*	Boys	Core	Sec 1 – 2
	National Police Cadet Corps	Mixed	Core	Sec 1 – 2
Sports	Badminton*	Mixed	Core	Sec 1
	Badminton*	Boys	Core	Sec 2 – 3
	Basketball*	Boys	Core	Sec 1 – 3
	Volleyball*	Girls	Core	Sec 1 – 3
	Table Tennis (Centre-based)	Boys	Core	Sec 1 - 3
	Sepak Takraw	Boys	Core	Sec 1 – 3
	Wushu*	Mixed	Core	Sec 1 – 3
Visual & Performing Arts	Concert Band	Mixed	Core	Sec 1 – 3
	Guzheng Ensemble	Mixed	Core	Sec 1 – 3
	Guitar Ensemble*	Mixed	Core	Sec 1 – 3
	Chinese Dance	Girls	Core	Sec 1 – 3
	Malay Dance	Mixed	Core	Sec 1 – 3
	24 Seasons Drums	Mixed	Core	Sec 1 – 3
	Photography*	Mixed	Core	Sec 1 – 3
Clubs & Society	Drama Club*	Mixed	Core	Sec 1 – 3
	InnoTech Club*	Mixed	Core	Sec 1 – 3
	Eco EAGLES	Mixed	Core	Sec 1 – 2

**\*CCAs with trials** – Selections for popular CCAs are necessary to sustain an instructor-student ratio for safe and effective learning. If oversubscribed, students must clear trials/auditions or meet entry requirements (i.e. portfolio, artefacts).

**2nd CCAs** – Students are allowed to participate in a 2nd CCA if they have both good CCA attendance and academic performance. Students will not continue with the 2nd CCA if these two conditions are not met.

## CCA REGISTRATION & RE-OFFERING

Activity	Segment/Period	Remarks
CCA Selection	Sec 1/ January	<ol style="list-style-type: none"> <li>Students must attend trials for CCAs with limited vacancies. They must be shortlisted before choosing these CCAs; otherwise, their choices will be invalid.</li> <li>Students must choose and rank the CCAs on an 'All-Ears' electronic form.</li> <li>They must ensure that their four CCA choices include at least one CCA from each grouping of Sports, Uniformed Groups, and Performing Arts. The final choice can be from any group.</li> <li>Students who do not fulfil the above requirements will be assigned to other CCAs with vacancies.</li> </ol>
CCA Changing	Sec 1-3/ Term 1	<ol style="list-style-type: none"> <li>Students must inform their CCA teacher of their intention to change CCA and obtain a verbal acknowledgment.</li> <li>Students should then obtain a date-stamped 'Change of CCA' form from the Administrative Executive (AE) located at the PE Office.</li> <li>The Overall-In-Charge (OIC) of the releasing CCA must sign the form.</li> <li>Thereafter, students must get the OIC of the receiving CCA to endorse the form, after which this OIC must hand over the endorsed form to the AE.</li> <li>The AE will update School Cockpit within seven working days and inform both OICs (releasing and receiving CCAs) of the official transfer.</li> </ol> <p><b>For newly-joined students:</b></p> <ol style="list-style-type: none"> <li>Year Heads and Form teachers will ensure these students obtain the necessary CCA form from the AE.</li> </ol> <p><b>NB:</b> <u>Students must be aware that good CCA attendance throughout the four years ensures a Level 3 is achieved for the participation domain. This is a requirement for an 'Excellent' grade to be attained for LEAPS 2.0. Additionally, it is dependent on successfully clearing trials for certain CCAs with limited vacancies.</u> Please also refer to LEAPS 2.0 Framework - <a href="https://www.moe.gov.sg/-/media/files/programmes/leaps-2-framework.pdf">https://www.moe.gov.sg/-/media/files/programmes/leaps-2-framework.pdf</a></p>
	Sec 4-5/ Non-applicable	<ol style="list-style-type: none"> <li>Students are strongly discouraged from changing CCAs except for medical or exigent reasons. They are advised to sustain good CCA attendance in their current CCA until CCA activities cease by May.</li> </ol>
	Special Cases / Non-applicable	<ol style="list-style-type: none"> <li>The school reserves the right to assign CCAs on a case-by-case basis for special cases like medical reasons etc.</li> </ol>

PS: Students holding on to the "Change of CCA" form - either signed or unsigned for more than 1 week would face disciplinary actions.

# MY PERSONAL GROWTH JOURNEY: MY V.I.P.S

## Value

What is important to me?

I value

because

## Interest

What are my interests?

I am interested in

because

## Personality

What is my preference  
for doing things?

I prefer

because

## Skills

What am I able to do well?

I can

because

## MY CHARACTER GOAL - ON MY WAY TO A BETTER ME

Character building is an ongoing journey in our lives. Identify one character trait that you would like to work on for this year.

Use the SMART Goals Guide below to help plan your goal.

### Goal:

**S**  
specific

*What specifically am I trying to achieve?*

**M**  
measurable

*How will I measure success?*

**A**  
attainable

*What steps do I need to take to attain the goal?*

**R**  
relevant

*Is this relevant for my long-term objectives? Is this the right time?*

**T**  
time-bound

*What is the time frame for the goal?*

## **MY ACADEMIC GOALS**

Now that you have identified one Personal Quality which you want to work on, let's set your academic goals for this year.

Subjects	Target Grade	ACTIONS TO TAKE	WA1	WA2	WA3	EOY Preliminary Examination
English Language						
Mother Tongue						
Mathematics						

MY ACADEMIC GOALS

Now that you have identified one Personal Quality which you want to work on, let's set your academic goals for this year.



Dec 2024 / January 2025

"Gratitude and attitude are not challenges, they are choices."

- Robert Braathe

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
30	31	1 New Year's Day	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29 Chinese New Year Public Holiday	30 Chinese New Year Public Holiday	31		
T1 • W4	T1 • W3	T1 • W2	T1 • W1	T1 • W0		

# January 2025

Term 1 • Week 0

30

MONDAY

31

TUESDAY

1

WEDNESDAY

New Year's Day Public Holiday

2

THURSDAY

3

FRIDAY

THIS WEEKEND

WEEKLY GOALS/NOTES

# January 2025

Term 1 • Week 1

6

MONDAY

7

TUESDAY

8

WEDNESDAY

9

THURSDAY

10

FRIDAY

*THIS WEEKEND*

#### WEEKLY GOALS/NOTES

# January 2025

Term 1 • Week 2

13

MONDAY

16

THURSDAY

14

TUESDAY

17

FRIDAY

15

WEDNESDAY

THIS WEEKEND

**WEEKLY GOALS/NOTES**

# January 2025

Term 1 • Week 3

20	MONDAY	21	TUESDAY	22	WEDNESDAY	
23	THURSDAY	24	FRIDAY	THIS WEEKEND		
WEEKLY GOALS/NOTES						

# January 2025

Term 1 • Week 4

27

MONDAY

28

TUESDAY

29

WEDNESDAY

Chinese New Year Public Holiday

30

THURSDAY

31

FRIDAY

THIS WEEKEND

Chinese New Year Public Holiday

WEEKLY GOALS/NOTES

# February 2025

"Knowledge will give you power, but character respect."  
- Bruce Lee

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		
TI • W8	TI • W7	TI • W6	TI • W5	TI • W4		

# February 2025

Term 1 • Week 5

## **WA1 Study Schedule**

February 2025

Term 1 • Week 6

## **WEEKLY GOALS/NOTES**

# February 2025

Term 1 • Week 7

17

MONDAY

20

THURSDAY

18

TUESDAY

21

FRIDAY

19

WEDNESDAY

THIS WEEKEND

**WEEKLY GOALS/NOTES**

# February 2025

Term 1 • Week 8

24	MONDAY	25	TUESDAY	26	WEDNESDAY
27	THURSDAY	28	FRIDAY	THIS WEEKEND	

## WEEKLY GOALS/NOTES

# March 2025

"I'm not afraid of storms, for I'm learning how to sail my ship."  
- Louisa May Alcott

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
31 Hari Raya Puasa					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
Term break	T1 • W9	T1 • W10	T1 • W11	T2 • W1		

# March 2025

## Term 1 • Week 9

3	MONDAY	4	TUESDAY	5	WEDNESDAY
6	THURSDAY	7	FRIDAY	THIS WEEKEND	

### WEEKLY GOALS/NOTES

# March 2025

Term 1 • Week 10

10

MONDAY

11

TUESDAY

12

WEDNESDAY

13

THURSDAY

14

FRIDAY

*THIS WEEKEND*

## WEEKLY GOALS/NOTES

# TERM 1 REFLECTION

## REFLECT ON OUR GROWTH

Learning to see and keep track of changes in one's achievements and growth in character will reinforce the value of effort and boost confidence in learning for life. When we keep track of our progress and regularly reflect on it, we will develop the ability to better manage our behaviour, emotions and thoughts in pursuit of personal goals we have set towards becoming our best selves.



### Academic Reflection

Have I achieved my goals for this term?

GOALS

What efforts have I made to help me achieve my goals for this term?



What have I enjoyed learning about this term?



What have I found challenging this term?



What strategies can I take to overcome these challenges for next term?



# HOW AM I DOING?

## REFLECT ON OUR GROWTH

Think of a positive change you have made with regards to your personal qualities and reflect on what you have learnt about yourself using the following questions:

**What positive change have I made?**  
The positive change I have made is...

**What did I do to make the change happen? What are the resources and support I received?**  
I have...

**What strengths have I discovered about myself?**  
I am / I can / I have...

# March 2025

Term 1 • Break

17

MONDAY

18

TUESDAY

19

WEDNESDAY

20

THURSDAY

21

FRIDAY

THIS WEEKEND

**WEEKLY GOALS/NOTES**

# March 2025

Term 2 • Week 1

24

MONDAY

25

TUESDAY

26

WEDNESDAY

27

THURSDAY

28

FRIDAY

THIS WEEKEND

#### WEEKLY GOALS/NOTES

# April 2025

"All our dreams can come true...if we have the courage to pursue them."

- Walt Disney

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
T2 • W6	T2 • W5	T2 • W4	T2 • W3	T2 • W2		
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18 Good Friday	19	20
21	22	23	24	25	26	27
28	29	30				

# March / April 2025

Term 2 • Week 2

31

MONDAY

Hari Raya Puasa Public Holiday

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1

TUESDAY

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2

WEDNESDAY

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THURSDAY

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FRIDAY

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THIS WEEKEND

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6

WEEKLY GOALS/NOTES

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# April 2025

## WA2 Study Schedule

Term 2 • Week 3

Subject	Date of WA2	Topics to Study

7

MONDAY

8

TUESDAY

9

WEDNESDAY

10

THURSDAY

11

FRIDAY

THIS WEEKEND

# April 2025

Term 2 • Week 4

14

MONDAY

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15

TUESDAY

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16

WEDNESDAY

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THURSDAY

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**WEEKLY GOALS/NOTES**

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# April 2025

## Term 2 • Week 5

21	MONDAY	22	TUESDAY	23	WEDNESDAY
24	THURSDAY	25	FRIDAY	THIS WEEKEND	

### WEEKLY GOALS/NOTES

# May 2025

"Be kind, for everyone you meet is fighting a hard battle."  
-Plato

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
			1 Labour Day	2	3	4
5	6	7	8	9	10	11
12 Vesak Day	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
12 • W10	12 • W9	12 • W8	12 • W7	12 • W6	12 • W5	12 • W4

April / May 2025

Term 2 • Week 6

## **WEEKLY GOALS/NOTES**

# May 2025

Term 2 • Week 7

5

MONDAY

6

TUESDAY

7

WEDNESDAY

8

THURSDAY

9

FRIDAY

THIS WEEKEND

#### WEEKLY GOALS/NOTES

# May 2025

Term 2 • Week 8

12	MONDAY	13	TUESDAY	14	WEDNESDAY	
	Vesak Day Public Holiday					
15	THURSDAY	16	FRIDAY	17	THIS WEEKEND	
WEEKLY GOALS/NOTES						

# May 2025

Term 2 • Week 9

19

MONDAY

20

TUESDAY

21

WEDNESDAY

22

THURSDAY

23

FRIDAY

THIS WEEKEND

#### WEEKLY GOALS/NOTES

# May 2025

## Term 2 • Week 10

26	MONDAY	27	TUESDAY	28	WEDNESDAY
				Vesak Day	
29	THURSDAY	30	FRIDAY	THIS WEEKEND	

### WEEKLY GOALS/NOTES

# TERM 2 REFLECTION

## REFLECT ON OUR GROWTH

Learning to see and keep track of changes in one's achievements and growth in character will reinforce the value of effort and boost confidence in learning for life. When we keep track of our progress and regularly reflect on it, we will develop the ability to better manage our behaviour, emotions and thoughts in pursuit of personal goals we have set towards becoming our best selves.

### Academic Reflection

Have I achieved my goals for this term?



What efforts have I made to help me achieve my goals for this term?



What have I enjoyed learning about this term?



What have I found challenging this term?



What strategies can I take to overcome these challenges for next term?



# HOW AM I DOING?

## REFLECT ON OUR GROWTH

Think of a positive change you have made with regards to your personal qualities and reflect on what you have learnt about yourself using the following questions:

**What positive change have I made?**

The positive change I have made is...

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**What did I do to make the change happen? What are the resources and support I received?**

I have...

**What strengths have I discovered about myself?**

I am / I can / I have...

# June 2025

"It always seems impossible until it's done."  
– Nelson Mandela

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
30						1
2	3	4	5	6	7 Hari Raya Haji	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
Term break						
T2 • W10						

# June 2025

Term 2 • Break

2	MONDAY	3	TUESDAY	4	WEDNESDAY	
5	THURSDAY	6	FRIDAY	THIS WEEKEND		
WEEKLY GOALS/NOTES						

# July 2025

"Alone we can do so little; together we can do so much."  
- Hellen Keller

T3 • W5	T3 • W4	T3 • W3	T3 • W2	T3 • W1	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
					1	2	3	4	5	6 Youth Day	
					7 School Holiday	8	9	10	11	12	13
					14	15	16	17	18	19	20
					21	22	23	24	25	26	27
					28	29	30	31			

**June / July 2025**

**Term 3 • Week 1**

30	MONDAY	1	TUESDAY	2	WEDNESDAY	
3	THURSDAY	4	FRIDAY	<b>THIS WEEKEND</b>		
<b>WEEKLY GOALS/NOTES</b>						

July 2025

Term 3 • Week 2

## **WA3 Study Schedule**

7

MONDAY

8

TUESDAY

9

WEDNESDAY

## Youth Day School Holiday

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THURSDAY

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# July 2025

Term 3 • Week 3

14	MONDAY	15	TUESDAY	16	WEDNESDAY	
17	THURSDAY	18	FRIDAY	THIS WEEKEND		
WEEKLY GOALS/NOTES						

# July 2025

Term 3 • Week 4

21

MONDAY

22

TUESDAY

23

WEDNESDAY

24

THURSDAY

25

FRIDAY

THIS WEEKEND

#### WEEKLY GOALS/NOTES

# July / August 2025

## Term 3 • Week 5

28	MONDAY	29	TUESDAY	30	WEDNESDAY	
31	THURSDAY	1	FRIDAY	THIS WEEKEND		
WEEKLY GOALS/NOTES						

# August 2025

"Champions keep playing until they get it right."  
- Billie Jean King

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
3				1	2	3
4	5	6	7	8	National Day 9	10
11 School Holiday	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
TS • W9	TS • W8	TS • W7	TS • W6	TS • W5	TS • W4	TS • W3

# August 2025

## Term 3 • Week 6

4	MONDAY	5	TUESDAY	6	WEDNESDAY	
7	THURSDAY	8	FRIDAY	THIS WEEKEND		
WEEKLY GOALS/NOTES						

# August 2025

Term 3 • Week 7

11

MONDAY

School Holiday

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12

TUESDAY

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13

WEDNESDAY

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14

THURSDAY

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## WEEKLY GOALS/NOTES

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August 2025

Term 3 • Week 8

## **WEEKLY GOALS/NOTES**

# August 2025

Term 3 • Week 9

25

MONDAY

26

TUESDAY

27

WEDNESDAY

28

THURSDAY

29

FRIDAY

THIS WEEKEND

#### WEEKLY GOALS/NOTES

# September 2025

"Synergy is better than my way or your way. It's our way."

– Stephen Covey

T4 • W3	T4 • W2	T4 • W1	Term break	T3 • W10	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
					1	2	3	4	5	6	7
					8	9	10	11	12	13	14
					15	16	17	18	19	20	21
					22	23	24	25	26	27	28
					29	30					

# September 2025

Term 3 • Week 10

1

MONDAY

2

TUESDAY

3

WEDNESDAY

4

THURSDAY

5

FRIDAY

THIS WEEKEND

Teachers' Day School Holiday

## WEEKLY GOALS/NOTES

# TERM 3 REFLECTION

## REFLECT ON OUR GROWTH

Learning to see and keep track of changes in one's achievements and growth in character will reinforce the value of effort and boost confidence in learning for life. When we keep track of our progress and regularly reflect on it, we will develop the ability to better manage our behaviour, emotions and thoughts in pursuit of personal goals we have set towards becoming our best selves.

### Academic Reflection

Have I achieved my goals for this term?

GOALS

What efforts have I made to help me achieve my goals for this term?



What have I enjoyed learning about this term?



What have I found challenging this term?



What strategies can I take to overcome these challenges for next term?



# HOW AM I DOING?

## REFLECT ON OUR GROWTH

Think of a positive change you have made with regards to your personal qualities and reflect on what you have learnt about yourself using the following questions:

**What positive change have I made?**

The positive change I have made is...

**What did I do to make the change happen? What are the resources and support I received?**

I have...

**What strengths have I discovered about myself?**

I am / I can / I have...

# September 2025

Term 3 • Break

8	MONDAY	9	TUESDAY	10	WEDNESDAY	
11	THURSDAY	12	FRIDAY	THIS WEEKEND		
WEEKLY GOALS/NOTES						

## **EOY Study Schedule**

**September 2025**

Term 4 • Week 1

## **WEEKLY GOALS/NOTES**

# September 2025

Term 4 • Week 2

22

MONDAY

23

TUESDAY

24

WEDNESDAY

25

THURSDAY

26

FRIDAY

THIS WEEKEND

## WEEKLY GOALS/NOTES

# October 2025

"Real integrity is doing the right thing, knowing that nobody's going to know whether you did it or not."  
- Oprah Winfrey

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
T4 • W3	T4 • W4	T4 • W5	T4 • W6	Vacation	Vacation	Vacation
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20 Deepavali	21	22	23	24	25	26
27	28	29	30	31		

# September / October 2025

Term 4 • Week 3

29

MONDAY

30

TUESDAY

1

WEDNESDAY

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## WEEKLY GOALS/NOTES

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# October 2025

Term 4 • Week 4

6	MONDAY	7	TUESDAY	8	WEDNESDAY	
9	THURSDAY	10	FRIDAY	THIS WEEKEND		
WEEKLY GOALS/NOTES						

# October 2025

Term 4 • Week 5

13

MONDAY

16

THURSDAY

14

TUESDAY

17

FRIDAY

15

WEDNESDAY

THIS WEEKEND

#### WEEKLY GOALS/NOTES

# October 2025

Term 4 • Week 6

20	MONDAY	21	TUESDAY	22	WEDNESDAY	
	Deepavali Public Holiday					
23	THURSDAY	24	FRIDAY	25	THIS WEEKEND	
WEEKLY GOALS/NOTES						

# October 2025

Term 4 • Week 7

27

MONDAY

28

TUESDAY

29

WEDNESDAY

30

THURSDAY

31

FRIDAY

THIS WEEKEND

#### WEEKLY GOALS/NOTES

# TERM 4 REFLECTION

## REFLECT ON OUR GROWTH

Learning to see and keep track of changes in one's achievements and growth in character will reinforce the value of effort and boost confidence in learning for life. When we keep track of our progress and regularly reflect on it, we will develop the ability to better manage our behaviour, emotions and thoughts in pursuit of personal goals we have set towards becoming our best selves.

### Academic Reflection

Have I achieved my goals for this term?

GOALS

What efforts have I made to help me achieve my goals for this term?



What have I enjoyed learning about this term?



What have I found challenging this term?



What strategies can I take to overcome these challenges for next term?



# HOW AM I DOING?

## **REFLECT ON OUR GROWTH**

Think of a positive change you have made with regards to your personal qualities and reflect on what you have learnt about yourself using the following questions:

# What positive change have I made? The positive change I have made is...

*What did I do to make the  
change happen? What are  
the resources and support I  
received?*

## What strengths have I discovered about myself?

# END-OF-YEAR REVIEW

Reflect on your personal growth and development this year using the following sentence starters.



**Let's think about the next steps for the year ahead!**



# November 2025

"The greatest glory in living lies not in never falling, but in rising every time we fall."

- Nelson Mandela

Vacation	Vacation	Vacation	Vacation	SUNDAY		
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
30						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

# December 2025

"The price of greatness is responsibility."  
- Winston Churchill

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Christmas Day	26	27
28	29	30	31			

# School Song

The musical notation consists of eight staves of music for a single voice. The lyrics are written below each staff. The notes are primarily eighth and sixteenth notes, with some quarter notes. The melody is mostly on the G clef line or above it.

YU - YING, YU - YING... You nur - ture us,  
Dis - ci - pline our hearts, our minds and will.  
Show- ing us our mis - sion, You teach us  
to serve our coun - try. The  
fu - ture dawns, YU - YING will shine, like the  
ea - gle, we soar and rise. To - - get -  
her, we a - chieve  
per - so - nal ex - ce - llence.

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