




SERANGOON SECONDARY SCHOOL

11 Upper Serangoon View
Singapore 534237
Tel: 63851589
Email: serangoon_ss@moe.edu.sg



11th September 2024

Through Principal 

Dear Parent/Guardian,

2024 Term 4 Letter – Secondary 1 to 3

1. As we continue our partnership with you in your child’s/ward’s journey towards the end of the academic year, we would like to update you on:

- End-of-Year Examination
- Co-Curricular Activities (CCA) Updates
- Key Events in Term 4
 - Learning Week 2
 - Parent Engagement Session
 - Secondary 2 Subject Allocation Exercise
 - Secondary 3 Bridging Programme
 - Physical Open House 2024
- Home-Based Learning
- Sale of Books and Uniforms
- Travel Declarations
- School Expectations
- School-Home Partnerships
- Communication Channels

End-of-Year Examination

2. Your child/ward has received the End-of-Year Examination Timetable in the second last week of Term 3. Kindly take note of the following key dates during the examination period:

Date	Secondary 1, 2 and 3 Normal Academic
25 September	End-of-Year Examination: English Language Papers 1 & 2
26 to 30 September	Regular lessons
1 to 8 October	End-of-Year Examination: All other subjects
9 October	Home-Based Learning Day (No need to report to school)
10 & 11 October	Marking Day (No need to report to school)
14 to 16 October	Examination Feedback

Date	Secondary 3 Express and Normal Technical
25 September	End-of-Year Examination: English Language Papers 1 & 2
26 to 30 September	Regular lessons
1 to 9 October	End-of-Year Examination: All other subjects
10 & 11 October	Marking Day (No need to report to school)
14 to 16 October	Examination Feedback

3. The End-of-Year Examination timetable has been issued to the students. Please refer to the Student Handbook, pages 22 to 23, for the Examination Rules and Regulations, which is available [here](#).
4. Students will not be given any make-up time if they report late for the End-of-Year Examination. If students report after the end of the examination, they will be deemed as absent for the paper.
5. **Absence from the End-of-Year Examination must be covered with a Medical Certificate** with the diagnosis stated, from a qualified medical practitioner for the school’s consideration. **Parents’ letters will not be accepted.**

Co-Curricular Activities (CCA) Updates

6. Secondary 1 to 3 students will stand down from their CCA after **12 September (Thursday)**, to allow them sufficient time to prepare for their End-of-Year Examination. CCAs can resume **from 15 October (Tuesday)**. Your child/ward will receive information on his/her practice sessions from his/her CCA teachers.

Key Events in Term 4

7. **Learning Week 2.** The holistic development of our students is important; hence various activities have been planned for our Secondary 1 to 3 students. Through these learning experiences, we seek to enable our students to make connections between classroom learning and out-of-classroom learning, develop their character, social and emotional competencies and skills, and deepen their sense of belonging to school. Learning Week 2 will take place from **22 to 25 October (Tuesday to Thursday)**. More information will be sent through a separate letter closer to the date. The summary of the dismissal timings is as follows:

Level	22 October (Tuesday)	23 October (Wednesday)	24 October (Thursday)
Secondary 1	1330 Hr	1430 Hr	
Secondary 2	1300 Hr (2H1 - 4, 2H7 & 2H8) 1430 Hr (2H5 & 2H6)	1330 Hr (2H1 - 6) 1430 Hr (2H7 & 2H8)	1330 Hr
Secondary 3	1330 Hr	1300 Hr (all other students) 1330 Hr (3E ScPhy and Pure Phy students)	

8. **Parent Engagement Session (PES).** We would like to continue to update you on the progress of your child/ward in this final term on **25 October 2024**. Parents/Guardians will be invited to meet with our Form Teachers in school. More information regarding the booking details will be disseminated nearer the date.
9. **Secondary 2 Subject Allocation Exercise (SAE).** The objective of the SAE is to allow your child/ward to choose an upper secondary subject combination that best suits his/her abilities and interests, and also takes into consideration his/her post-secondary education options, subject to prevailing school resources. Secondary 2 students will be briefed on **23 October (Wed)** on the administrative instructions for this exercise. Thereafter, students will be able to submit their choices online. The closing date and time for online submission is **30 October (Wednesday), 5.00 pm**.
10. The Secondary 2 SAE microsite (<https://sites.google.com/moe.edu.sg/2024-sec-2-sae/home>) contains the essential information for parents/guardians and students. Parents/guardians are encouraged to use the microsite to have conversations with their child/ward in making an informed decision in his/her choices. For further queries, please submit them via [this form](#).
11. **Secondary 3 Bridging Programme.** The Secondary 3 Bridging Programme, which comprises timetabled lessons, is very important in preparing your child/ward for his/her studies in Secondary 4. It will take place from **28 October (Monday) to 7 November (Thursday)**. Students are expected to attend and will be issued with the Secondary 3 Bridging Timetable at a later date.
12. **Physical Open House 2024.** Our school's Open House is on **23 November (Saturday)** from 9.00 am to 12.30 pm. Visitors can look forward to learning more about our school programmes. Our school leaders, key personnel, staff and student leaders will be present that day to welcome and interact with visitors. There will also be booths and stations showcasing our school's distinctive programmes, academic programmes and CCAs. We appreciate if you could share these details with other parents/guardians with Primary 6 children. They are most welcome to visit our Open House. Details will be made available on our school website by end-October.

Home-Based Learning (HBL)

13. As announced by MOE, Blended Learning is a key feature of the schooling experience to further develop students' ability to be self-directed, passionate, and life-long learners. Through Blended Learning, regularly scheduled HBL Days once a fortnight complement teaching and learning in schools. Students' learning during HBL Days is supported by the NDLP and their procured PLDs.

14. In Term 4, there will be two HBL Days.

Term/Week	Date
T4/W2	20 September (for Sec 1, 2 and 3 students* only) *selected Sec 3 students might be informed by teachers to return to school for EL Oral examinations
T4/W5	9 October (Sec 1, 2 and 3NA students only)

15. A conducive learning environment and access to ICT devices at home are necessary for learning to take place effectively during HBL Days. The school will continue to support students without access to ICT devices. Selected students, based on needs, will also be identified to return to school for in-school HBL during HBL Days.

Sale of Books and Uniforms

16. Details will be provided nearer the end of Term 4.

Travel Declarations

17. To ensure schools continue to be a healthy and safe environment for all, we require you to make a travel declaration via Parents Gateway (PG) **by 25 October 2024 (Friday)** for your child/ward only if he/she intends to travel during the year-end holidays. When planning your travel, please refer to ica.gov.sg/enter-transit-depart for more information and updates on travel. If there is a change of travel plan(s) after declaration, please submit a new travel declaration for the updated travel destination via PG or inform the school at Tel: 63851589 for change/cancellation of travel plan(s).

School Expectations

18. Regular attendance is integral to student learning and engagement in school. Attendance in school is important to ensure that all students gain knowledge and skills consistently throughout the school term. Being present in school regularly will also increase the opportunities for positive relationship-building amongst students and between teachers and students.

19. A medical certificate, from a medical practitioner 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.**

20. As part of the whole-of-nation effort to harness digital technologies to transform Singapore, parents/guardians may now receive a digital MC (DigiMC) from doctors instead. Kindly submit the DigiMC to the school via FormSG (<https://for.edu.sg/sss-emc>). The details to submit a DigiMC may also be found on our school's website at [here](#).

21. Students coming in after 7.40am will be regarded as late for school and will face consequences (e.g. serving detention). We encourage students to arrive in school at least five minutes before the respective reporting time. This will help them frame their mind and prepare themselves to learn for the rest of the day.

22. As a school, we strive to inculcate appropriate and responsible device usage in our students. Unless allowed by teachers for learning purposes during lessons, handphone usage is restricted to before 7.40 am and after dismissal. Handphones are not allowed during recess, so that students can focus on taking their meals or interacting with their peers. Parents/Guardians can contact the General Office at **6385 1589** if you need to contact your child/ward urgently. Infringement of rules on the use of electronic devices/handphones may result in the confiscation of the device.

23. Care of school facilities is essential to ensure that the on-going refurbishment of school facilities serve students well. We have impressed upon all members of the Serangoon Secondary community (staff, students, and contracted staff) that everyone is responsible for the care of the upgraded facilities. In the event anyone wilfully damages school properties, either directly or indirectly, the school will take appropriate actions to recover the cost of replacing the damaged property (e.g. \$700 per door frame and \$80 per PLD locker door). We would like to enlist the support of all parents/guardians in our effort to inculcate a sense of care and responsibility towards the upkeep of public properties.

24. Students are expected to wear the full school uniform on Monday and they have the choice of wearing full school uniform or half school uniform (PE shirt with pants/skirt) on Tuesday to Friday. Members of Uniformed Groups (UGs)

can also wear their UG pants/skirts with their boots/shoes on Tuesdays and/or Thursdays.

25. Parents/Guardians are encouraged to remind your child/ward to queue for buses in an orderly manner, be respectful and considerate towards other passengers while on public transport and minimise talking amongst themselves.
26. Further information on school expectations and rules, such as on student bearing and appearance, can be found in Pages 11 to 21 of our Student Handbook, which is available at [here](#).

Safety and Security

27. All students who wish to cycle to school are required to register with the school's Operations Managers. They must observe road safety and are strongly encouraged to wear cycling helmets, even if they are only using park connectors and pedestrian pavements to reach the school. As part of our care for students, we strictly do not allow bicycles without brakes or any form of personal mobility devices (PMDs) into the school compound.
28. We require all visitors to register their presence at the Guard Room and wear a visitors' pass issued by the security personnel and proceed to the General Office. No visitors are allowed to proceed to the classrooms. All visitors should remain at the school foyer or General Office unless escorted by a school staff. We seek your understanding and cooperation to keep our school environment safe and secure.

School-Home Partnership

29. As a parent/guardian, you are the key navigator of your child's/ward's growth. Your child/ward will benefit the most when we work together to fulfil our shared responsibilities to bring out the best in him/her. You may visit MOE's Schoolbag.sg website (<https://www.schoolbag.edu.sg>) for more information on how to partner schools. Please feel free to contact us if you are interested to join the school's Parent Support Group.

Communication Channels

30. Teachers can be contacted at **6385 1589** during **weekdays** between **7.40 am and 6.00 pm**. Alternatively, you may reach our staff by sending an email to serangoon_ss@moe.edu.sg.
31. You may wish to visit our school website (<https://serangoonsec.moe.edu.sg>) for updates and key information on our school programmes.
32. Do also follow our school's Facebook page (<https://www.facebook.com/serangoonsecsg/>) and Instagram page (<https://www.instagram.com/serangoonsecondary/>) to be updated on key happenings in our school!
33. 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 Lum Cindy, Year Head
 - Mr Tay Ming Yang, Year Head
 - Ms Ezyanti Siregar Bte Lukman, Assistant Year Head (Sec 1)
 - Mr Dennis Kwek, Assistant Year Head (Sec 2)
 - Ms Tan Xiaolin, Assistant Year Head (Sec 3) (Covering)
 - Mr Liao Yongzhi, Assistant Year Head (Sec 4 & 5) (Covering)
34. Aligned to our school philosophy, ***Together, we empower every Serangoon StaR to SHINE, for the growth of self and the good of others***, we look forward to our continued partnership to bring out the best in your child's/ward's educational journey with Serangoon Secondary School. We look forward to your partnership and wish you and your family a fruitful and meaningful year ahead!

Your partners in education,



Mr Tay Ming Yang
Year Head



Mdm Lum Cindy
Year Head

Serangoon Secondary School – 2024 Term 4 School Events, Programmes, and Holidays

Terms 4						
Date (tentative)	Event	Sec 1	Sec 2	Sec 3	Sec 4 & 5	Parents/ Guardians
12 Sept	CCA Stand Down for Sec 1-Sec 3	✓	✓	✓		
9 Sep – 19 Sep, 30 Sep – 8 Oct	GCE N-Level Written Examinations			✓*	✓*	
16 Sep – 20 Sep	Sec 3 English Oral Examinations			✓*		
25 Sep, 1 Oct – 9 Oct	Sec 1 to 3 End-of-Year Examinations	✓	✓	✓		
10 Oct – 11 Oct	Marking Days	✓	✓	✓		
14 Oct – 16 Oct	Exam Feedback	✓	✓	✓		
21 Oct	Promotion Day	✓	✓	✓		
25 Sep	GCE O-Level MTLB Oral Examinations				✓*	
27 Sep	Graduation Ceremony				✓	
2, 7, 10, 15 Oct	GCE O-Level Science Practical Examinations				✓*	
9 Oct	GCE O-Level Art Examination				✓*	
11 Oct	GCE O-Level Computing Practical Examinations				✓*	
16 Oct – 11 Nov	GCE O-Level Written Examinations			✓*	✓*	
22 – 24 Oct	Learning Week 2	✓	✓	✓		
25 Oct	Parent Engagement Session; Last day of school for Sec 1 – 3	✓	✓	✓		✓
26 Oct – 31 Dec	Year-End School Holidays <i>18 Nov – 17 Dec: Protected time; no activities. (Students may have CCA and/or Mastery Learning Programme classes on other days)</i>	✓	✓	✓		
28 Oct – 7 Nov	Sec 3 Bridging Programme			✓*		

*For selected students only

Note: The above dates are subjected to changes.