



義順中學

YISHUN SECONDARY SCHOOL

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4 January 2018

Letter from the Principal (Term 1, 2018)

Dear Parents/Guardians

Greetings from Yishun Secondary School! My staff and I would like to wish everyone a Happy New Year! This coming year, we look forward to developing your child/ward holistically and providing him/her with a meaningful learning experience. Our school values of Respect, Integrity and Resilience will be our foundation as we strive to grow each Yishunite into a Thinker, Innovator and Contributor.

(A) School Hours and Reporting Time

There will be flag-raising and pledge-taking ceremony every morning.

Mondays are designated as a late-start day for the school. Teachers will make use of the 7.30 to 8.30 am slot on Mondays for their professional development.

- Mondays – flag raising ceremony at 8.30 am.
- Tuesdays to Fridays – flag raising ceremony at 7.30 am.
- Students are expected to be seated at the parade square (Tuesdays to Thursdays) or School Hall (Mondays and Fridays) at least 10 minutes before the start of school.

The Semester 1 dismissal time for students will be as follows, with the following exceptions:

Day	Dismissal Time	With the following Exceptions
Mon	2.30 pm	<ul style="list-style-type: none"> • Sec 1T1 and 2T1 will be dismissed at 2.00pm • Sec 1T1 students offering SBB (Science) at a higher level will be dismissed at 3.30pm • Sec 2T1 students offering SBB (MTL) at a higher level will be dismissed at 4.00 pm
Tues	2.00 pm	<ul style="list-style-type: none"> • Sec 1T1 students offering SBB (MTL) at a higher level will be dismissed at 4.00 pm • Sec 3N2, 3N3, 3N4, 4N2, 4N3 will be dismissed at 2.30 pm • Sec 3E5, 3E6,3E7,3E8, 4E4, 4E5, 4E6, 4E7, 5N1 and 5N2 will be dismissed at 3.30 pm
Wed	2.00 pm	<ul style="list-style-type: none"> • Sec 3E5, 3E6,3E7,3E8, 4E4, 4E5, 4E6, 4E7 will be dismissed at 2.30 pm
Thurs	2.00 pm	<ul style="list-style-type: none"> • Sec 2T1 students offering SBB (Science) at a higher level will be dismissed at 3.30 pm • Sec 3E5, 4T1, 4E4 students offering 8 subjects will be dismissed at 4.00 pm
Fri	12.30 pm	

Thereafter, co-curriculum (CCA) and remedial programmes will follow. Do note that remediation for selected students will start from Term 1, Week 3. All selected students will be notified by their respective subject teachers.

(B) School Attendance

For your child/ward to do well in school, consistent attendance is the key. We seek your support to continue to ensure this for him/her. Medical certificates will be required if your child/ward is absent from school, tests and examinations. Parents' letters are not accepted unless under exceptional circumstances.

All students must be punctual for all school activities. Students who are late for school are subjected to disciplinary actions.

(C) Co-Curricular Activities (CCA)

We value your child's holistic development and as such, participation in CCAs is crucial for your child. Every student is expected to choose a CCA of his/her interest and attend training sessions (usually once or twice a week).

We seek your support as we work towards establishing a strong home-school partnership for all our students to help them develop their school values of Respect, Integrity and Resilience through CCA. However, if a child attends less than 75% of CCA training session without a valid reason, he/she will be awarded a FAIR conduct grade and will be ineligible for Edusave Awards.

(D) Art/Music Elective Programmes (AEP/MEP) for Secondary One Students in Non - AEP/MEP Schools

To grow the potential and talent of students across a wider range of domains at the secondary level, MOE announced (in May 2015) the setting up of AEP and MEP centres from 2016, to cater for students in non-AEP/MEP schools.

The secondary level AEP and MEP are four-year programmes. These programmes aim to develop students who have shown keen interest and passion for the arts, and focus on in-depth and critical learning to deepen students' conceptual understanding of Art/Music. Students in the AEP/MEP will take Higher Art/Higher Music at O-Level.

Secondary 1 students in the Express course, who demonstrate passion and talent in art or music, can apply to these AEP/MEP centres by submitting their application through their secondary schools by **15 January, Mon, 2018.**

Parents who wish to find out more about the AEP / MEP Programmes or the application process are strongly encouraged to look for Mr Shaun Ho (Subject Head/Aesthetics) or Mr Fahmy (Subject Head/Art).

(E) Communication

In addition to information letters and SMS, the school uses its official website to disseminate timely information to parents and students. Please visit us online at <http://www.yishunsec.moe.edu.sg/> to keep in touch with the latest developments in Yishun Secondary.

We value your feedback and clarifications to benefit our students. If you wish to contact your child/ward's Form Teacher, Subject Teacher or CCA Teacher, you can email the school at **yishun_ss@moe.edu.sg**, addressing your email to the teacher. If you are calling the General Office (Tel: 6876 7129) to speak to any teacher, please do so during school days and leave a message for the teacher.

We seek your understanding that teachers may only be able to respond on the next working day if they were not contactable or unable to access their email promptly during the day, or if the queries and/or requests were made beyond the stipulated hours. If you have urgent queries and/or requests, the General Office will assist in our best way possible. We also seek your understanding that we do not expect teachers to respond to parents' and students' queries during the weekends and public holidays.

(F) Individual Student Details Report

In order for the school to assist your child/ward better, all parents/guardians are required to update 2 pages of the Individual Student Details Report for the school's reference. The verification will also include the medical record for your child/ward.

This will be issued to you through your child/ward. Please verify, update the details, sign and include supporting medical documents for your child/ward to return to his/her Form Teacher by 5 Jan 2018 (Fri).

(G) Student Organiser

Each student will be given a copy of the Student Organiser in the first week of school. Please refer to the Student Organiser for information on our school, our guidelines and rules. Please also acknowledge the contents by signing on the Student Organiser.

(H) Student Insurance Coverage

All students are covered under AVA Insurance Brokers Pte Ltd during school curriculum hours and school-organised programmes or competitions.

(I) Student Learning Space (SLS)

As part of Ministry of Education's (MOE) commitment to nurture future-ready learners, an online learning platform known as the ***Student Learning Space (SLS)*** has been developed by MOE in collaboration with students and teachers. It provides all students across schools with quality curriculum-aligned resources and teaching and learning tools. Our teachers will also use the teaching and learning tools in SLS to design lessons for students to explore and work collaboratively as well as facilitate students to learn at their own pace and be responsible for their learning.

(J) Key Events in Jan 2018

Class Test and Common Test Schedule

Please see the attached for the Class Test Schedule (Semester 1). In addition to these class tests, do note that there will also be Common Test 1 in Term 1, Week 9 (26 Feb – 2 Mar). The Common Test will take place during the first two periods of each day, with normal lessons after the tests.

Temperature Taking Exercise on 5 Jan (Fri)

In line with our continued vigilance against health-related threats, the school will be conducting a Temperature Taking Exercise during Week 1, on 5 Jan (Fri). Please ensure that your child/ward has a working thermometer packed into his/her school bag. There will be checks to ensure the serviceability of your child/ward's thermometer before 5 Jan. Do note that Sec 1 students will be issued with a working thermometer on the day itself.

Our staff will conduct visual screening at the gates, and also at the foyer for students dropped off by their parents. All students are to proceed directly to their classroom.

Chinese New Year (CNY) Celebrations on 15 Feb (Thur)

The school will be celebrating CNY on 15 Feb (Thur). As it is the eve of Chinese New Year, school will end at 10.30am on that day.

Please take note that Monday, 19 Feb will be a public holiday. School will resume on 20 Feb (Tue).

(K) Family Matters @ School (FMS) Programme

The school works closely with Ministry of Social and Family Development (MSF), so that our parents can easily get access to family life programmes that help them better connect with their children. The FMS Programme equips parents with skills to nurture positive family relationships, and also helps students improve their social and relationship skills.

You will receive an SMS to inform you of the FMS activities. We encourage you to join us in these events which are specially organized for you and your child by signing up via the link provided in the SMS.

(L) Safety and Security

To ensure the safety of every child in the school, we will enforce security procedures. Visitors will have to register at the Guard Post before proceeding to the General Office.

If you drive your child/ward to school, you are encouraged to alight him/her off near the side gate (i.e. along the HDB car park connecting Chong Pang to Yishun Street 71).

The main gate is also open for drivers to alight your children at the school foyer area. Do follow the arrow directional signs in the school car park area for the safety of all motorists. To prevent severe congestion, all vehicles exiting the school during the morning are to turn out with a left turn only. We would also like to remind drivers not to alight your child/ward off at the front gate or the front bus stop gate, for the safety of our students.

If your child/ward is in the habit of cycling to school, we strongly encourage you to invest in protective gear (at least a helmet), and encourage your child/ward to use it.



Mdm Ng Shok Yan
Principal

SCHOOL VISION: QUALITY MIND, CARING HEART