



Through School To Nation

CHANGKAT CHANGI SECONDARY SCHOOL

23 October 2020,

Dear Parents/Guardians,

As the academic year draws to an end, it is time for our children to enjoy a well-deserved break after an extraordinary year where we experienced the crisis of our generation. As a school, we demonstrated cohesion and psychological resilience by remaining calm and executing our duties with utmost responsibility to ensure the safety and well-being of all our Changkateers. While the school year has not been abuzz with our usual activities and programmes, our Changkateers have done us proud yet again by excelling at various platforms such as the Historical Scene Investigation Challenge organized by the National Library Board, NUS Geography Challenge and the Drone Odyssey Challenge organized by the Singapore Science Centre. As a testimony of their outstanding performance, our Guiders were also selected to be part of the National Day Parade Virtual March. I am proud that our Changkat Family has stood united and resolute and emerged even stronger during this challenging year.

As a school, guided by the theme '**Dream, Discover and Destiny**', we have re-envisioned our school's future and charted our strategic direction for the next 5 years. We have affirmed the relevance of our school's Vision "*Learn with Passion, Serve with Humility and Succeed with Integrity*" and Mission "*Engaging Minds, Enriching Character and Empowering Lives*", and refreshed our school values "iCAR²E¹" and Changkateer Graduate Outcomes "*Confident Person, Collaborative Contributor, Self-directed Learner and Service Leader*". Against the backdrop of Covid-19, there is no greater impetus to prepare our Changkateers to learn for life in a volatile and rapidly evolving future. The school is committed to nurturing our Changkateers to see vast possibilities in our globalised world and to seize opportunities to make it a better place for all, undergirded by the iCAR²E values to strengthen their character amidst the evolving landscape.

I would also like to share that as much as I have loved serving the school in the past 6 years in Changkat, it is sadly now time for me to say farewell. I will be posted out to MOE HQ as a Superintendent with effect from 15 December 2020. I am happy to share that Mr Ho Mingda will be posted in as the new Principal after his recent completion of the Leaders in Education Programme. Prior to that, he was the Vice-Principal at Manjusri Secondary School. I am confident that he will bring Changkat to even greater heights.

My sincerest gratitude to all parents for your wonderful support. I have enjoyed meeting many of you at our Parent Teacher Conferences, Breakfast with Principal platforms and school events. Our strong partnership has allowed us to bring out the best in our children. I also wish to thank our stakeholders – the School Advisory Committee, Alumni Association, Parent Support Group and industry partners for opening up many opportunities for our Changkateers to gain hands-on and authentic learning experiences. It has been my honour to serve the school and the Changkat Spirit will always reside in me. I will miss the school community tremendously and will always have the best wishes for Changkat to grow from strength to strength, building on the illustrious legacy of those who came before us.

As we look forward to the new academic year, we would like to highlight the following information for your attention.

¹ **I**ntegrity, **C**are, **G**r**A**ttitude, **R**espect, **R**esilience, **E**xcellence



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1. Ensuring Safety and Security of Students

1.1 Travel Advisory

- a) Singapore Citizen (SC)/Permanent Resident (PR) students are to defer overseas travel unless it is permissible under the prevailing MOH travel advisory.
- b) SC/PR students' requests for leave to travel overseas against the MOH advisory will not be approved except on exceptional or compassionate grounds.
- c) SC/PR students' requests for (b) are to be submitted by their parents/guardians via Parents Gateway app (<https://pg.moe.edu.sg>) by **Friday, 30 Oct 2020**. For parents without access to PG, the travel declaration forms (hardcopy) have to be submitted instead by the same deadline. SC/PR students not travelling are not required to submit any travel declaration.
- d) International Students (IS) have already been issued with an infosheet detailing the information on year-end travel, application process for re-entry into Singapore and Singapore's requirements for re-entry at that point in time.
- e) IS' intention to travel must be informed via the submission of a travel declaration form to their respective Form Teachers.
- f) The school's Administration Manager, Ms Ng will contact individual IS if they have expressed your intention to travel and will advise them on the re-entry application process.

1.2 Temperature-taking Exercise

To inculcate personal and social responsibility, students should always have their Oral Digital Thermometer (ODT) with them in school and at home. The school will also conduct the temperature-taking exercise in the week 1 of the new term in 2021.

1.3 Road Safety

Parents/guardians are encouraged to constantly remind your child/ward on the importance of road safety inside and outside of the school. Please be reminded to follow the correct traffic flow within the school compound should you drive into the school compound. You should drop your child/ward only at the designated drop-off point at the foyer.

Motorists are reminded to slow down at the school gate to allow pedestrians to walk safely along the pathway. Motorists exiting the school are also **reminded not to turn right during the school peak hours from 6.30 am to 8.00 am.**

Please also remind your child/ward to use the designated footpaths when they are walking from the gate to the school building.

1.4 Health Precautions (Haze and Dengue)

The health and well-being of our students and staff are of top priority and we will take appropriate mitigation measures based on MOH's and NEA's health advisory to ensure the well-being of our students and staff. Please remind your child/ward to bring along his/her necessary medication, such as inhaler and insect repellent, and to always monitor his/her health.



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1.5 Health Precautions (Covid-19)

During the year-end school holidays, please remind your child/ward to avoid crowded places. When in public spaces, please adhere to a safe distance of 1m from one another, sanitise hands before and after touching common surfaces, practise good hygiene habits and always wear a mask. See a doctor immediately if you or your child/ward exhibits flu-like symptoms and fever.

1.5 Online Sale of Textbooks and School Uniform

To minimize the risk of Covid-19 transmission in schools and to prevent any potential spread, during the school holiday period, the school will not be providing any on-site sales of textbooks and uniforms on the school premise during the school holidays. Instead, the bookshop and school uniform vendors will provide online transactions to purchase uniforms and books with home delivery services for your convenience, starting from 9 Nov 2020. Please refer to the table below for further details:

Name of Vendor	Website	Contact Details
Chalamay Company (Sales of Textbooks/ Stationery)	http://ccss.chalamay.com Mode: Online only <i>Strictly no walk-in allowed into school premises</i>	Email: info@chalamay.com Phone / WhatsApp: + 65 87648813 Customer Service Hotline is available from Monday to Friday, 9.00am – 5.00pm Saturday, 9.00am– 12.00noon Closed on Sundays and Public Holidays
In-Trend Uniform (Sales of Uniform/ T-shirts/Shorts)	www.intrenduniforms.com Mode: Online and at retail shop Note: Parents/ guardians are strongly encouraged to purchase online due to limited capacity at the retail shop. For safety purpose, there shall not be trying of uniforms. Size charts of uniform will be provided online.	Retail Shop 729 Geylang Road Singapore 389640 Tel: +65 6741 0930; Fax: +65 6744 7689 Email: sales@itu.com.sg <u>Opening Hours</u> November 2020 10.00am to 6.00pm (Mon-Fri); 10.00am to 3.00pm (Sat) December 2020 (Extended Hours) 9.00am to 9.00pm including Sundays & Public Holidays

Your child/ward will be issued the booklist for his/her level in 2021. Your online purchases will be sent to your designated address at a delivery cost of \$10.00 for each vendor. For students on MOE Financial Assistance, the delivery cost will be borne by the school. Please contact the school's General Office should you need assistance.



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2. Holistic Student Development

2.1 School Terms and Holidays 2021

Please note the important dates regarding school terms and holidays in 2021 in the following tables:

2021 School Terms

Terms	Day & Dates
Term 1	Monday 4 January to Friday 12 March
Term 2	Monday 22 March to Friday 28 May
Term 3	Monday 28 June to Friday 3 September
Term 4	Monday 13 September to Friday 19 November

2021 School Holidays

March Holidays	Saturday 13 March to Sunday 21 March
June Break	Saturday 29 May to Sunday 27 June
September Holidays	Saturday 4 September to Sunday 12 September
December Break	Saturday 24 October to Thursday 31 December

2.2 Activities in Term 1 Week 1, 2021

To signal the importance of strong teacher-student relationships, peer support and class spirit in shaping a positive school experience, we will be organizing a series of activities, for students of different levels at the start of the year, subjected to prevailing Safe Management Measures (SMM). Please note that the exact dates and details will be communicated at the start of next year by your child/ ward's Form Teacher.

3. Developing Self-Discipline and Responsibility

3.1 Reporting Times and Punctuality for School in 2021

Please be informed that there will be no change to reporting times to school in 2021. Please encourage your child/ward to plan his/her journey well, and be in the school by 8.25 a.m. on Mondays and 7.30 a.m. on Tuesday to Fridays. This will inculcate the habit of punctuality and ensure that there is no loss of curriculum time due to late-coming.



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3.2 Handphone Policy

Should students decide to bring their mobile devices to school, they must take personal responsibility to care for their own belongings.

To encourage focus on learning, all handphones and electronic devices (if brought to school) are to be switched off and kept in the school bag at all times. Handphones and electronic devices may only be used in the classrooms when permitted by the teachers for teaching and learning and at designated Phone Zones, namely the canteen and the foyer, during recess and before / after school.

Kindly remind your children that handphones and electronic devices will be confiscated by teachers should it be used in contravention of the above guidelines.

3.3 National Digital Literacy Programme

MOE will be enhancing the curriculum to help students strengthen digital literacy through the launch of the National Digital Literacy Programme. MOE will also progressively roll out the use of personal learning devices (PLDs) to all secondary schools in 2021. Further details of its implementation will be communicated to all parents in due course.

3.4 Attire and Grooming

Students are expected to wear the prescribed uniform and no modification to the uniform is allowed. Long pants are not allowed to be tapered or shortened above the ankles. Similarly, the length of school skirts must be just above the knees. All school uniform including PE and House T-shirts must be worn with the student's nametag sewn on the right side in line with the school crest / logo.

Students not adhering to the above guidelines will be asked to rectify their uniforms or to purchase a new set of uniform. We would appreciate that parents ensure that your child/ward is properly attired and well-groomed when they return to school on the first day in 2021.



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4. Partnerships and Collaboration

4.1 Deepening our partnership with parents/guardians

At Changkat Changi, we value our parents/guardians as our key partners in helping our students to develop holistically. We strongly believe that a deep partnership forged between the school and our parents will enable us to realize our vision of helping our students to *Learn with Passion, Serve with Humility and Succeed with Integrity*. We would like to encourage our parents to continue to be supportive partners and seek your active involvement in the following activities, subject to prevailing SMM guidelines:

S/N	Name of Event	Date
1	Sec 1 Parent-Teacher Conference	Term 1, 2021
2	Sec 1 CCA Orientation	
3	Sec 2, 4 and 5 Parent-Teacher Conference	
4	55 th Annual Speech and Prize Giving Day	Term 2, 2021
5	Mid-Year Meet-the-Parents' Session	
6	Cross-Country Run	Term 3, 2021
7	House Olympics	
8	Sec 1 and 3 Parent-Teacher Conference	
9	Changkat Challenge	Term 4, 2021
10	Graduation Ceremony for Sec 4/5 Students	
11	End-Of-Year Meet-the-Parents' Session	
12	National Education Commemorative Events	Terms 1 – 4, 2021

Please note that the exact dates will be communicated at the start of next year. This letter can be downloaded from the school's website and the Parents Gateway.

To conclude, I wish to once again express my heartfelt thanks to all my staff, students, parents/guardians, stakeholders, partners and all others who have made my time in Changkat Changi Secondary School a successful, joyful and memorable one. I will never forget the invaluable support rendered to me during my tenure here. I am humbled and grateful for the love I have received.

I would like to wish you all a happy holidays and may the New Year ahead bring you joy, good health and success in all that you do.

Yours sincerely,

Ms Sharma Poonam Kumari
Principal,
Changkat Changi Secondary School