



Through School To Nation

CHANGKAT CHANGI SECONDARY SCHOOL

02 January 2019

Dear Parents/Guardians

INFORMATION AND PROGRAMMES FOR TERM 1 2019

On behalf of the school, I would like to wish you a happy 2019! To all our existing students, a warm welcome back, and to our new students, we welcome you to our Changkat family! We look forward to another exciting year of learning with you.

Our school continues to uphold our mission of developing your child/ward holistically. The recently released 'N'-level results show that we are on the right track. Most subjects have performed better than the national average, including subjects such as English Language, Mother Tongue Languages, Math, Additional Math, Combined Science and various coursework subjects. Our Sec Four Normal (Technical) students also did us proud, with 100% eligible for progression to the Institute of Technical Education and a significant improvement in overall results as compared to previous cohorts. We are heartened that our good performance has been profiled on Channel NewsAsia on results release day, and it is affirmation of the hard work our teachers have put in to support our students in educational and career guidance.

Beyond academic performance, the school will continue on a series of initiatives for our students' holistic development. We will be strengthening existing structures to help our students deepen their joy for learning, as well as continue in building a positive culture that encourages strong relationships between students and teachers. Our school believes that every child can achieve success through effort and resilience, and that as a Changkat family, we can all encourage one another to develop and grow.

In the current environment of increasingly disruptive developments in many fields, it is critical for us to prepare our Changkateers for a volatile and rapidly evolving future. My staff and I are committed to nurturing our Changkateers to see vast possibilities in our globalized world and to seize opportunities to make it a better place for all. We strive to achieve our goals through our rigorous academic and student development programmes. To this end, we seek to create a learning environment that is diverse, supportive and challenging to meet the needs of our students.

This year, we have envisioned the theme '**Engage, Enable and Empower**' to guide our endeavours. This is part of our continuing efforts to cultivate in our Changkateers a growth mindset and a passion for learning that prepares them for life beyond the gates of our school. Guided by our fundamental belief that learning is a lifelong endeavour, we enable authentic learning opportunities for our Changkateers so that they can make meaningful connections and feel empowered to play a critical role as active contributors in society.

Parents and the greater community are our key partners in this endeavour. We look forward to an exciting year ahead as we enable new opportunities and scale greater heights together as one Changkat Changi family in 2019!

As we look ahead to the new academic year, the following items are highlighted in this letter for your information:



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1 Ensuring Safety and Security of Students

1.1 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 be conducting our first temperature-taking exercise on the 7th January 2019 (Monday).

1.2 Building of Sheltered Walkway by Land Transport Authority (LTA)

We are pleased to inform you that LTA will soon commence work to build a sheltered walkway from Simei MRT, to our school's front gate. The project will likely be fully operational by April 2019. Do encourage your child/ward to take note of potential safety hazards in their journey to school while construction is taking place.

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. We seek your understanding to follow the correct traffic flow within the school compound, and to 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 designated footpaths when they are walking from the gate to the school building.

2 Teaching and Learning

2.1 School Hours

Please be informed below on school hours in 2019. Do encourage your child to arrive in school 10 minutes before time. The details are summarised in the following table:

Day	School Hours
Mondays:	8.35 a.m. to 2.45 p.m. (For all Lower Secondary classes) 8.35 a.m. to 2.45 p.m. / 4.15 p.m. (For Upper Secondary Exp classes) 8.35 a.m. to 2.10 p.m. (For Upper Secondary NA and NT classes)
Tuesdays to Thursdays:	7.40 a.m. to 2.35 p.m.
Fridays:	7.40 a.m. to 12.35 p.m.

2.2 Removal of Mid-Year Exams for Sec 1 and 2 in 2019, Sec 3 in 2020



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In alignment with MOE's focus on holistic learning and to provide adequate time and space for our students to engage in deep learning, our school will be removing Mid-Year Exams (MYE) for all Sec 1 and 2 students in 2019, and for Sec 3 students in 2020. There are no changes for the graduating students in Sec 4 / 5.

With the removal of the Mid-Year exams, the school will free up about three weeks of curriculum time for each level each year. We will be using this time to pace out teaching and learning, and leverage engaging pedagogies to deepen understanding and develop 21st century competencies in our students.

Besides this, we will also conduct no more than one weighted assessment (WA)* per subject, per school term, for all levels. The revised weightings of various assessment components (including End of Year (EOY) exams) throughout 2019 are summarized below for your reference:

School based assessments and their weighting in %				
Levels	Term 1	Term 2	Term 3	Term 4
Sec 1	15% [WA]	15% [WA]	15% [WA]	55% [EOY] for English, Mother Tongue and Art 5% [WA] and 50% [EOY] for all other subjects.
Sec 2	15% [WA]	15% [WA]	15% [WA]	55% [EOY] for English, Mother Tongue and Art 5% [WA] and 50% [EOY] for all other subjects.
Sec 3	15% [WA]	25% [MYE]	15% [WA]	45% [EOY]
Sec 4/5	15% [WA]	25% [MYE]	-	100% [Prelim]

***Note:**

- A weighted assessment (WA) refers to an assessment for which scores attained count towards the subject grade. It can be a class test, performance task, portfolio, practical test or alternative assessments such as projects etc.
- Details of WA will be provided by respective subject teachers.
- Weightage for D&T and F&N will differ due to portfolio requirements.

2.3 Class Test and Exam Dates for 2019



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Please note the following important dates regarding tests and exams:

Item	Dates
Class Test 1 (All)	28 Feb to 6 Mar
Mid-Year Exams (Upper Secondary)	3 May to 15 May
Class Test 2 (Sec 1 to 3)	15 Aug to 21 Aug
End-of-Year Exams (Sec 1 to 3)	24 Sep, 30 Sep to 9 Oct
Sec 4N Preliminary Exams	22 Jul to 29 Jul
Sec 4E5N Preliminary Exams	26 Aug to 4 Sep

2.4 Important Dates for 2019

2019 School Terms

Terms	Day & Dates
Term 1	Wednesday 2 Jan to Friday 15 Mar
Term 2	Monday 25 Mar to Friday 31 May
Term 3	Monday 1 Jul to Friday 6 Sep
Term 4	Monday 16 Sep to Friday 25 Oct

2019 School Holidays

Item	Day & Dates
March holidays	Saturday 16 Mar to Sunday 24 Mar
June break	Saturday 1 Jun to Sunday 30 Jun
September holidays	Saturday 7 Sep to Sunday 15 Sep
December break	Saturday 26 Oct to Tuesday 31 Dec

Parents are kindly requested to **refrain from taking your child away from school during term time** as that will affect his/her learning. Should there be special circumstances, please write to the school to seek permission.



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3. Holistic Development of Students

3.1 Activities in Term 1 Week 0, 2019

To signal the importance of strong peer support and class spirit in shaping a positive school experience, we will be organising a series of Out of Classroom Experiences for students of different levels in Week 0 of Term 1, 2019. Form Teachers will also have the opportunity to forge strong teacher-student relationships with the class from the beginning of the school year. A summary of the activities is shown in the table below, with further details already shared with your child through the Form Teachers.

Summary of Activities in Term 1 Week 1, 2019

Level	2 January (Wed)	3 January (Thu)	4 January (Fri)	5 January (Sat)
Sec 1	First Day of School	Sec 1 Orientation Camp		
Sec 2		Sec 2 Team Leadership and Design Thinking Workshops	ECG Visits	NIL
Sec 3		Sec 3 Level Camp		
Sec 4 / 5		Sec 4 / 5 Motivation and Study Skills Workshops		NIL

3.2 Developing Self-Discipline and Responsibility

a) Handphone and Electronic Device Policy

To nurture an environment conducive for teaching and learning, students are strongly discouraged from bringing handphones or other forms of electronic devices to school. Should students decide to bring these devices to school, they must take personal responsibility to care for their own belongings and valuables.

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 at designated Phone Zones, namely the canteen and the foyer, during recess and before / after school.

The school takes a firm stand towards the use of handphones and electronic devices in the school premises. Kindly remind your children that handphones and electronic devices will be confiscated by teachers should it be used in contravention of the above guidelines.



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b) Punctuality to School

Please encourage your child/ward to plan his/her journey well and be in school by **8.25 a.m. on Mondays and 7.30 a.m. on Tuesdays to Fridays**. This will allow your child to be in school 10 minutes before time, thereby inculcating the habit of punctuality. It will also ensure that there is no loss of curriculum time due to late-coming. Students who are late will be counselled and there will be consequences as outlined in the Student Handbook.

c) Absenteeism

The school places great emphasis on student learning and hence strongly discourages frequent absenteeism as such behaviour disrupts the child's learning and affects his/her performance. Together, with your support, we can develop and inculcate in the child the right attitude towards school and learning, which he/she will carry with him/her in his/her future work and endeavours.

We seek your support to monitor your child's/ward's attendance closely, and ensure he/she does not stay away from school. Absenteeism should be substantiated with **medical certificates only**. Students who are absent without valid reasons will face serious disciplinary consequences.

d) Target Setting and Monitoring

The school will support your child's/ward's learning through target setting and monitoring via the Student Handbook and Individualised Target Cards. We hope that you and your child/ward can thus focus and monitor his/her performance responsibly throughout the year. With the help and supervision of parents/guardians at home, we are confident your child/ward will be one step closer to achieving his/her targets.

4 Update of Staff Movement

4.1 Thank You and Well Wishes

We bid farewell to the following staff and thank them for their dedicated service:

Name	Role
Mr Johann Yeo	HOD/EL & Lit
Mr Chan Yew Ren, Eugene	HOD/CCE
Mr Chan Eng Hock	Teacher (D&T)
Mdm Fazidah Bte Abu Bakar	Teacher (Art)
Mdm Goh Bee Kah	Teacher (English Language)
Ms Lim Shan Yan	Teacher (Biology)
Ms Lui Nga Shun Fatima	Teacher (Chinese Language)



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4.2 Welcome

We warmly welcome the following new staff to the school:

Name	Role
Mr Chong Teng Yuan, Kenneth	HOD/ EL & Lit
Mr Abdul Nasir B Abdul Razaak	HOD/ Educational Support
Mdm Anadhagiri Kasthuri	Teacher (Tamil Language)
Mr Mohamed Syafiq Bin Mohamed Rafid	Teacher (Literature)
Mr Chan Yin Kong	Teacher (PE)
Miss Tan Wee Kee	Teacher (Chinese Language)
Mr Subramaniam S/O Thiruvangadam	Part-time School Counsellor
Mdm Rafidah Binte Abu Bakar	Operations Support Officer

5. Partnerships and Collaboration

5.1 Deepening our partnership with parents/guardians

As the saying goes, 'It takes a village to raise a child'. The partnership between school and parents are important to the learning and development of the child. We hope to continue to work closely with parents/guardians to forge a deep partnership so as to achieve the vision of helping our students to **Learn with Passion, Serve with Humility and Succeed with Integrity**. The following are key events in our calendar, and we look forward to your active partnership:

S/N	Name of Event	Date
1	Sec 1 Camp Finale and PSG Welcome Party	5 Jan 2019
2	Sec 1 CCA Orientation & Parent-Teacher Networking	19 Jan 2019
3	Breakfast with Principal – Sec 2 Parents	22 Jan 2019
4	Sec 2 Parent-Teacher Conference	8 Mar 2019
5	Sec 4 / 5 Parent-Teacher Conference	
6	53 rd Annual Speech and Prize Giving Day	5 Apr 2019
7	Breakfast with Principal – Sec 1 Parents	11 Apr 2019
8	Cross Country	18 Apr 2019
9	Student Leaders' Investiture	23 Apr 2019
10	Meet-the-Parents' Session (Sec 1 – 5)	31 May 2019
11	House Olympics	5 Jul 2019
12	Breakfast with Principal – Sec 4 / 5 Parents	11 Jul 2019
13	Breakfast with Principal – Sec 3 Parents	25 Jul 2019
14	Sec 1 and 3 Parent-Teacher Conference	26 Jul 2019
15	Evening Study Programme for graduating students	Term 3 onwards, 2019
15	Meet-the-Parents' Session (Sec 1 – 3)	25 Oct 2019
17	National Education commemorative events	Terms 1 – 3, 2019



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This year, we will continue to host a series of 'Breakfast with Principal' for parents of each cohort, in order to create more opportunities for us to foster close ties. Parents/guardians are also warmly encouraged to join the Changkat Changi Parents Support Group (CCSS PSG) and continue to take an active part in our school activities.

All in all, we aim to provide a quality school experience for your child/ward and look forward to your support and partnership to develop your child/ward holistically.

This term letter can be downloaded from the school's website.

Thank you.

Yours sincerely,

Ms Sharma Poonam Kumari
Principal,
Changkat Changi Secondary School