

2 January 2026

Dear Parents/Guardians of Secondary 3 Students,

WELCOME TO TERM 1 2026

1. On behalf of the school and staff, we extend a very warm welcome to you in 2026! We hope that you have spent a meaningful and restful year-end holiday with your teen.
2. In 2025, we launched our refreshed strategic plan to further enhance the distinctiveness of the Bowen Experience and take us into the future of education. This includes providing active learning experiences enabled by technology, promoting interdisciplinary thinking, and activating student voice and agency.
3. To learn well, students will also need to be well. In support of students' holistic growth and well-being, MOE has introduced [enhanced measures to promote healthier screen use in students](#). These reinforce existing school policies, such as "Disconnect to Connect". From 2026, Bowenians can also look forward to additional well-being support measures, namely, refreshed and better-equipped classroom environments, portable personal fans for every student (fully sponsored by the school), and a later reporting day on Wednesday. More enhancements, such as an air-conditioned hall, are in the works.
4. As we embark on the new school year, we would like to provide you with key updates for Term 1 for our Sec 3 students.

A. Update on Health Matters and First Week of School

5. To ease the transition back to school, please take note that the dismissal time for your teen on **Fri 2 Jan** will be at 12.30pm and there will be no afternoon activities (e.g. CCA) for all students.
6. The school's back gate along Hougang Avenue 2 will be opened from 6.30am to 7.29am for students to enter school. Students can continue to access the back gate when leaving school during dismissal.
7. The school continues to prioritise student health and remains vigilant in checking in on student well-being. Your support is also crucial towards keeping Bowen a safe environment for students. Please remind your teen to practice good personal hygiene (e.g. washing/sanitising hands) and exercise personal and social responsibility. While mask-wearing is no longer required in a school setting, it remains an effective way to minimise the risk of infectious disease transmission. Students who prefer wearing masks are welcome to continue doing so.
8. If your teen is unwell, please ensure he/she stays at home and seeks medical attention if necessary. Do also inform his/her Form Teachers (FTs). If your teen is recovering from respiratory-related illness, please encourage him/her to exercise social responsibility (e.g. by wearing a mask, minimising social interactions). Social responsibility will be crucial in preventing any infectious disease outbreak in schools. In the event your teen has to miss school, his/her learning will be supported. FTs will assign a buddy to update your teen on lessons and collect his/her learning materials. Please encourage your teen to be proactive in finding out on what he/she has missed from his/her buddy.

B. Secondary 3 Form Teachers

9. To forge stronger school-home partnerships, we are pleased to introduce our team of Sec 3 FTs and share their email contacts below. If you wish to contact FTs by telephone, you may call the school General Office (6385 9466) and request for their extension number.

| Class | Form Teachers | Emails |
|------------|--------------------------------------|--|
| 3 Topaz | Ms. Kavitha Mr. Alvin Chong | kavitha_a@schools.gov.sg alvin_chong_chee_leong@schools.gov.sg |
| 3 Sapphire | Mr. Ken Foo Ms. Chua Shi Hui | foo_sea_win@schools.gov.sg chua_shi_hui@schools.gov.sg |
| 3 Peridot | Ms. Melissa Chong Mr. Dominic Goh | chong_huilin_melissa@schools.gov.sg dominic_goh_buan_chuan@schools.gov.sg |
| 3 Amethyst | Mr. Ng Wah Kian Ms. Jermaine Lee | ng_wah_kian@schools.gov.sg lee_soo_sian_jermaine@schools.gov.sg |
| 3 Ruby | Mdm. Uma Mr. Justin Chong | uma_thiruselvam@schools.gov.sg justin_chong_jin_fatt@schools.gov.sg |
| 3 Kunzite | Ms. Clara Chan Mdm. Ng Gek Hwa | chan_peng_fong_clara@schools.gov.sg ng_gek_hwa@schools.gov.sg |
| 3 Larimar | Ms. Angie Goh Mr. Paul Lim | goh_see_ngee@schools.gov.sg lim_keng_soon_paul@schools.gov.sg |
| 3 Emerald | Mdm. Dorothy Lim Mrs. Rebecca Ang | lim_pei_ping@schools.gov.sg chua_yiwen_rebecca@schools.gov.sg |

10. The contact details (work email and telephone number) of your teen's subject teachers are also available on our school website. Teachers will generally be contactable by telephone during office hours. If you email our teachers, they will aim to reply you within 3 working days. We seek parents'/guardians' understanding that teachers may wish to keep their handphone numbers private.
11. The Year Head for Sec 3 is Mrs Chan Soo Yong (lim_soo_yong@schools.gov.sg).

C. Key Parent Engagement Platforms

12. In the course of your teen's 4-5 years in Bowen, we will be meeting parents/guardians at briefings / Meet-the-Parent Sessions (MPS). Separate letters providing more information on these sessions will be issued at a later date.

| Date | Levels |
|------------|---|
| Wed 25 Mar | Sec 3 Class-based Parents Engagement (face-to-face, in the evening) |
| Fri 29 May | Sec 1-5 Full Day MPS (one-to-one meetings with FTs) |

D. Bowen FIESTA (Start of Year) 2026

13. Our annual start of year **Bowen FIESTA** (Fun, Interactive, Educational and Structured Activities) will be conducted in Week 1. Bowen FIESTA for Sec 3 students will comprise:
- Cohort Team-Building Activities (2 Days)**
 Two days of cohort-bonding activities will be conducted to promote class spirit and friendships between students and their new Sec 3 classmates. The activities will develop teamwork and communication, as well as help students understand their own working styles and how to complement the styles of others.

- Wed 7 Jan: Team-building Activity in school
- Thu 8 Jan: Amazing Race at Gardens by the Bay (usual flag-raising, then leave from school)

• Sec 3 Leadership Programme

This workshop (Fri 9 Jan) strengthens students' understanding of the Leadership Challenge Model and the Five Practices of Exemplary Leadership which were introduced to them in Sec 2 in 2025. This will help students to understand what it means to be a leader and how to apply the knowledge to leadership opportunities in Bowen and beyond.

Calendar View of Weeks 0 and 1

| Week | Mon | Tue | Wed | Thu | Fri |
|-------------------------|---------------------------------------|---------------------------------------|--|--|---|
| 0 (1 - 2 Jan) | | | | Public Holiday | First Day of School Programme (All levels) (7.30am – 12.30pm) |
| 1 (5 – 9 Jan) | Lessons according to timetable | Lessons according to timetable | Cohort Team-building Activity (In school) (7.30am – 12.00pm) | Cohort Team-building Activity (at Gardens by the Bay) (7.30am – 12.30pm) | Sec 3 Leadership programme (7.30am – 12.30pm) |

14. A Consolidated Notification on Term 1 activities/programmes was sent to you via Parents Gateway (PG) on **Tue 30 Dec**. Please submit your consent via PG by **Mon 5 Jan**. We seek your understanding that your teen may not be able to participate in the abovementioned activities if we do not receive the consent by the given date.

E. 2026 Home-based Learning

15. Since 2021, secondary schools have embarked on Blended Learning (BL), which is a mix of home-based and in-school activities that leverage on both online and offline approaches to learning. The objective of BL is to nurture self-directed, independent and intrinsically motivated learners.

In Bowen, the Blended Learning experience includes a student-initiated learning component called *BowenExplore!* on Home-Based Learning (HBL) Days where students explore their interests and passions and learn beyond the formal curriculum. Many students have found it a meaningful learning experience.

This year, the school will continue to have regular HBL days starting **Wed 11 Feb**. Please refer to the table below for the HBL schedule for 2026. An Info-Sheet with more details on HBL will be sent via PG at a later date.

| Term | Levels | Week/Day |
|------|--------|--|
| 1 | S1-5 | <ul style="list-style-type: none"> • W6 Wed 11 Feb • W8 Wed 25 Feb • W10 Wed 11 Mar |

| Term | Levels | Week/Day |
|------|--------|--|
| 2 | S1-5 | <ul style="list-style-type: none"> W4 Wed 15 Apr W6 Wed 29 Apr W8 Wed 13 May |
| 3 | S1-5 | <ul style="list-style-type: none"> W1 Wed 1 July W3 Tue 14 Jul to Fri 17 Jul <p><i>Note: The GCE Oral Examinations will be conducted in Term 3 Week 3, over three full days and two half-day afternoons.</i></p> |
| 4 | S1-3 | <ul style="list-style-type: none"> W5 Wed 14 Oct |

F. Assessment and Criteria for Progression

16. In recent years, MOE has introduced several policy changes under the Learn for Life movement to nurture our students to be confident and resilient learners. Since 2023, all schools have removed mid-year examinations for all levels as part of ongoing efforts to promote the joy of learning in our students. Sec 1-3 will have Term Assessments (TA) in Terms 1 to 3 and End-of-Year Examinations in Term 4. TAs will take the form of either Pen-and-Paper (PP) tests or Alternative Assessments (AA).
17. More information on assessment matters will be sent to parents/guardians via PG at a later date. Information on all academic matters including assessment will also be available in the e-Student Handbook (see Section H below).
18. The progression of students from one level of learning to the next is based on the year-long assessment of whether students have attained the required foundation to cope with and benefit from the next level. With the implementation of the full subject-based banding (FSBB), students will need to meet the following academic requirements to progress to Sec 4 level:
- **Pass EL and 2 subjects OR**
 - **At least half the total number of examinable subjects offered**

Students who do not meet the academic requirements will receive tailored support to calibrate their curricular load at Sec 4 which includes reducing the number of subjects offered and/or offering selected subjects at less demanding level. While they will generally progress to Sec 4, there may be students who will need to remain at the current level of learning due to extenuating circumstances.

G. Updates on School Attire and School Timing

19. Please refer to the updated guidelines below for the school's dress code and reporting time for the various days of the week.

| Day | Reporting Time | Attire |
|---------|-----------------|---|
| Mondays | 7.30am – 9.00am | <p>7.30am – 9.00am: Bowen Smart Formal Attire <u>with</u> school tie</p> <p>After 9.00am (optional): 1. Smart Casual Attire OR</p> |

| | | |
|-------------------------|---------------------------------|--|
| | | 2. Smart Formal Attire <u>without</u> tie After 1.30pm onwards (optional): PE T-shirt and formal school bottoms |
| Tuesdays and Thursdays | 7.30am | 1. Smart Casual Attire <u>OR</u> 2. Smart Formal Attire <u>without</u> tie |
| Wednesdays | 8.00am (refer to para 21 below) | After 1.30pm onwards (optional): PE T-shirt and formal school bottoms |
| Friday (Dress-Down Day) | 7.30am | CCA T-shirt, Class T-shirt, PE T-shirt and formal school bottoms (skirt/shorts/pants) After 1.30pm onwards (optional): PE T-shirt and formal school bottoms |

20. For more information on school attire (e.g. visual representation on the School Attire guidelines), please refer to the 2026 e-Student Handbook or “School Matters” section on the school website.

21. To better support student well-being, Bowenians can report to school by 8.00am every Wednesday, from Term 1 Week 2 (14 Jan) onwards. We seek your understanding that students may be required to report earlier on selected Wednesdays with planned special activities, e.g. on 7 Jan, they are to report at 7.30am for FIESTA programmes.

H. e-Student Handbook

22. All students will receive the 2026 e-Student Handbook in January via their Student ICON emails. The Handbook will include important information such as school rules, the school calendar, curriculum hours, and progression criteria. To help Bowenians start the new school year well, teachers will also refresh them on READY BE learning dispositions and GRACE protocols.

I. Tightened National Guidelines for Use of Smartphones/smartwatches in Secondary Schools

23. As part of Grow Well SG launched in Jan 2025, MOE has introduced enhanced measures in secondary schools to help students cultivate healthier screen use habits and better support student well-being in the digital age. Responsible use of smartphones and other digital devices (e.g. cameras, smartwatches, etc.) is expected of all students both in school and out of school. With the availability of PLDs, students will not need their smartphones/smartwatches for learning or accessing online learning materials. Hence, during curriculum hours (including recess, lunch breaks, CCAs, after-school programmes, enrichment programmes, extra/remediation lessons and learning journeys in general) all students are required to lock their smartphones/smartwatches in their personal lockers. Students are allowed to retrieve their smartphones/smartwatches from the lockers only after curriculum hours.

Use of smartphones is allowed only:

- During lessons/activities, when specifically required by teachers for teaching and learning; and
- End of curriculum time only at the foyer for communication with parents.

24. Given the ubiquitous nature of technology, we hope that this practice will encourage our students to develop self-regulation in using technology wisely, “Disconnect to Connect” with their peers, reduce screen time and digital distractions, as well as prevent damage to, loss or theft of their devices. It will also allow them to better leverage their PLDs as the main tool for learning without distractions from social media, game notifications and chats during curriculum time.
25. The school will be reminding students on the tightened national guidelines and we believe that our students will be able to abide by them. However, there may be consequences (e.g. confiscation of smartphones/smartwatches) should students be found flouting the rules.
26. The school seeks parents/guardians’ strong support to help our students to use technology responsibly and appropriately. Should you need to contact your teen during curriculum hours due to any urgent matters, please contact the General Office at 6385 9466.

J. School Attendance and Student Absence Feature on Parents Gateway (PG)

27. Attendance at school and school-related activities (e.g. CCA, Sports Day, enrichment days, etc) is compulsory to ensure students’ holistic development and continuity of learning. Students who are absent must submit a valid medical certificate (MC) or a letter from parents with valid reasons to the relevant teacher(s) immediately upon their return to school after their absence.
28. To ensure regular attendance, parents/guardians are encouraged to excuse their teens from school through parent’s/guardian’s letters only for valid reasons such as unforeseen family circumstances. Thus, the school will only accept **up to 5 letters per semester**. If the student is unwell, we advise them to seek medical attention and be excused from school through a MC.
29. Students should not be travelling overseas during term time unless due to extenuating reason(s). On-going assessments may be impacted if student is absent from school without valid reason (e.g. no MC). For information on “School Terms and Holidays for 2026”, please visit <https://www.moe.gov.sg/news/press-releases/20250730-school-terms-and-holidays-for-2026>
30. Parents/guardians (i.e. primary contact person) will receive a notification via Parents Gateway (PG) or SMS (for parents/guardians not onboard PG) by **10.00am** if your teen is absent from school.
31. We are also pleased to share that the new **Student Absence feature** on PG will be made available to our school in **Jan 2026**. With this feature, you will be able to submit reasons for your teen’s absence, and attach medical certificates and documents, directly through the PG app. For more information (i.e. user guide and FAQs), please refer to the PG message on this new feature sent on **Tue 30 Dec**.
32. Should you need to verify your teen’s attendance, please contact the General Office or his/her FTs at 6385 9466.

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K. Student Details Form

33. A Student Details Form (SDF) will be sent to parents/guardians via PG. Please confirm that the information is up-to-date and respond online by **Fri 23 Jan**. For parents/guardians not onboard PG, a hardcopy will be passed to you through your teen for verification. Should there be any changes, please update the form (indicate in red ink) and return it to FTs through your teen. As the form contains sensitive information, please remind your teen to keep the form safe and hand it to his/her FTs as soon as possible.

L. Term 1 Key Programmes, Events and Holidays

34. After the Bowen start of year FIESTA, lessons will resume as per timetable from **Mon 12 Jan**. Here are 2026 Term 1 highlights for Sec 3 students:

| Date | Programmes/ Events | Remarks |
|--------------------------|---|---|
| Mon 2 Feb to Fri 27 Feb | Sec 1-5 Term Assessment 1 | A separate letter on the schedule of the Term Assessments will be issued at a later date. |
| Mon 9 Feb | Total Defence Day NE Commemoration | Held during school hours. |
| Tue 10 Feb | Sports Day for Sec 1-5 (AM) | A separate letter will be issued at a later date. |
| Wed 11 Feb | Home-Based Learning (HBL) for Sec 1-5 | Students will need to log into SLS by 8.00am for check-in and attendance taking. |
| Mon 16 Feb | Chinese New Year Celebration | Dismissal Time at 10.00am. |
| Tue 17 Feb – Wed 18 Feb | Chinese New Year Public Holiday | - |
| Wed 25 Feb | Home-Based Learning (HBL) for Sec 1-5 | Students will need to log into SLS by 8.00am for check-in and attendance taking. |
| Thu 26 Feb | Class Committee Workshop (Class Leaders & Peer Support Leaders) | Held in the afternoon. A separate PG notification will be sent to parents/guardians of students involved. |
| Mon 2 Mar to Fri 6 Mar | Bowen Care and Inclusion Week | Held during school hours. |
| Wed 11 Mar | Home-Based Learning (HBL) for Sec 1-5 | Students will need to log into SLS by 8.00am for check-in and attendance taking. |
| Fri 13 Mar | Issuance of T1 Result Slips | Held during school hours. |
| Sat 14 Mar to Sun 22 Mar | School Holidays | Students may be required to attend CCA activities or other programmes. Parents/guardians will be notified via PG beforehand. Student Protected Time will be on Thu 19 Mar to Fri 20 Mar during which no school activities will be held. |

35. The list of Term 1 after-school activities which will be held on Mondays and Thursdays for Sec 3 is provided below. The activities generally end around 5-6 pm (your teen will be informed of the exact timings by the teachers). Most activities will be held in school. Separate letters/consent forms will be issued for activities held outside school.

| Week | Monday | Programme | Class | Thursday | Programme | Class |
|----------|--------|-----------|-------|----------|---------------------------------------|-------|
| 5 | 2 Feb | NIL | | 5 Feb | Sec 3 Personal Effectiveness Workshop | All |
| 6 | 9 Feb | NIL | | 12 Feb | Sec 3 Personal Effectiveness Workshop | All |

36. For regular updates on school programmes and the happenings in and around the school, please feel free to check our school website, and follow us on the school's official Facebook page at <https://www.facebook.com/bowensec> or our official Instagram account [@bowensec_official](https://www.instagram.com/bowensec_official).

Thank you for your support and for partnering us closely as we nurture our students to be future-ready Passionate Learners, Servant Leaders and Champions of Good.

Yours faithfully,



Mr Loh Chih Hui
Principal

Use of photographs and video images

Photographs or video images of students, parents and visitors may be taken during school activities and events such as classroom lessons, enrichment activities, CCA activities, camps, etc. The school may use and publish such photographs or video images in school publications, the school's website, social media channels, or other communication channels.