

2 January 2026

Dear Parents/Guardians of Secondary 4/5 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 4/5 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 and 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) to help prevent 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 4/5 Form Teachers**

9. To forge stronger school-home partnerships, we are pleased to introduce our team of Sec 4/5 FTs and share their email contacts below. Most of the 2025 Sec 3 FTs have followed up the cohort to 2026. 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	Email
4 Topaz	Mrs Jessica Yong Mr Gary See	jessica_tan_sze@schools.gov.sg gary_see_gim_boon@schools.gov.sg
4 Sapphire	Mrs Audrey Gan Mr Sheik Habib	audrey_tan_seow_ping@schools.gov.sg sheik_habib_noor@schools.gov.sg
4 Peridot	Mr Chen Qinghua Mrs Li Seow Koon	chen_qinghua@schools.gov.sg ng_seow_koon@schools.gov.sg
4 Amethyst	Mr Dhiwahar Ms Rachel Lim	dhiwahar_manivanan@schools.gov.sg lim_su_ern_rachel@schools.gov.sg
4 Ruby	Ms Stacey Ang Mr Mohd Farid	ang_ting_ting@schools.gov.sg mohd_farid_b_mohamad@schools.gov.sg
4 Kunzite	Ms Alamel Moghan Ms Anne Marie Chua	alamel_moghan@schools.gov.sg anne_marie_chua@schools.gov.sg
4 Larimar	Mr Derrick Lim Ms Lee Yu Jie	lim_soon_ben_derrick@schools.gov.sg lee_yu_jie@schools.gov.sg
4 Emerald	Mrs Lee Suping Ms Nurzafirah	tan_su_ping@schools.gov.sg nurzafirah_azahari@schools.gov.sg
5 Eudialyte	Mrs Wong Swee Keng	woon_swee_keng@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 4/5 is Mdm Sharifah Kamelia (sharifah\_kamelia\_syed@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
Fri 27 Mar	Sec 4/5 MPS (online, 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 **Bowen FIESTA** (Fun, Interactive, Educational and Structured Activities) will be conducted in Week 1. Bowen FIESTA for Sec 4/5 students will comprise:

- **Open Houses to Polytechnics**  
The Open Houses will help students to have a better understanding of post-secondary pathways and courses, discover their interest in a particular field of study, and work towards it.
- **StrengthsFinder and Education and Career Guidance (ECG) Workshop**  
This workshop aims to help Sec 4 students:
  - Identify and discover their strengths, gain confidence and self-awareness on how their strengths can help them to succeed in school and life;

- Apply practical strategies and actions they could take based on their strengths to help them to develop their full potential and succeed in school and in life; and
- Identify job tasks that may energise them with reference to their strengths and start planning their post-secondary and career journey.

- **Personal Effectiveness Workshop**

This workshop aims to help students reflect upon their learning strategies and provide students with skillsets such as time management, stress management and how to encourage and tap on one another's strengths that allow them to better cope with the demands of this academic year.

- **Team bonding Programme at Adventure HQ (HomeTeamNS Khatib)**

This programme offers Sec 5 students opportunities to participate in hands-on simulations that enhance problem-solving skills and strengthen synergy. It also aims to ignite the spirit of achievement, encouraging students to strive for performance excellence. Through engaging and challenging activities, the programme builds trust and collaboration while fostering life skills such as team bonding, character building and self-esteem.

- **AForte Applied Learning Modules (ApLM@Schools)**

This programme aims to expose students to careers that they may be interested to pursue and to provide them with an opportunity to experience actual practices used in the industries. Please refer to Annex A for more details.

### 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	Sec 4 Topaz/Sapphire/Peridot /Amethyst:  StrengthsFinder and ECG Workshop  (7.30am – 12.30pm)	Sec 4 Topaz/Sapphire/Peridot /Amethyst:  Open House at Nanyang Polytechnic (NYP)  One-way transport will be provided.  (7.30am – 12.30pm)	Sec 4 Topaz/Sapphire/Peridot /Amethyst and Sec 5 Eudialyte:  Personal Effectiveness Workshop  (7.30am – 12.00pm)
			Sec 5 Eudialyte:  Team bonding Programme at Adventure HQ	Sec 5 Eudialyte:  Open House at Temasek Polytechnic (TP)	

Week	Mon	Tue	Wed	Thu	Fri
			<b>(HomeTeamNS Khatib)</b> Two-way transport will be provided. (7.30am – 12.30pm)	One-way transport will be provided. (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"> <li>W6 Wed 11 Feb</li> <li>W8 Wed 25 Feb</li> <li>W10 Wed 11 Mar</li> </ul>
2	S1-5	<ul style="list-style-type: none"> <li>W4 Wed 15 Apr</li> <li>W6 Wed 29 Apr</li> <li>W8 Wed 13 May</li> </ul>
3	S1-5	<ul style="list-style-type: none"> <li>W1 Wed 1 July</li> <li>W3 Tue 14 Jul to Fri 17 Jul</li> </ul> <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"> <li>W5 Wed 14 Oct</li> </ul>

## F. Assessment Matters

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 4/5 will have Term Assessments (TA) in Terms 1 and 2 and Preliminary Examinations in Terms 3 and 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).

## G. Updates on School Attire and School Timing

18. 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><b>7.30am – 9.00am:</b> Bowen Smart Formal Attire <u>with</u> school tie</p> <p><b>After 9.00am (optional):</b></p> <ol style="list-style-type: none"> <li>1. Smart Casual Attire</li> <li>2. Smart Formal Attire <u>without</u> tie</li> </ol> <p><b>After 1.30pm onwards (optional):</b> PE T-shirt and formal school bottoms</p>
Tuesdays and Thursdays	7.30am	<ol style="list-style-type: none"> <li>1. Smart Casual Attire</li> <li>2. Smart Formal Attire <u>without</u> tie</li> </ol>
Wednesdays	8.00am (refer to para 20 below)	<p><b>After 1.30pm onwards (optional):</b> PE T-shirt and formal school bottoms</p>
Friday (Dress-Down Day)	7.30am	<p>CCA T-shirt, Class T-shirt, PE T-shirt and formal school bottoms (skirt/shorts/pants)</p> <p><b>After 1.30pm onwards (optional):</b> PE T-shirt and formal school bottoms</p>

19. 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.

20. 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

21. 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

22. 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.

23. 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.

24. 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.

25. 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)

26. 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.

27. 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.

28. 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>

29. 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.

30. 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**.

31. Should you need to verify your teen's attendance, please contact the General Office or his/her FTs at 6385 9466.

#### **K. Student Details Form**

32. 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**

33. After the start of year Bowen FIESTA, lessons will resume as per timetable from **Mon 12 Jan**. Here are 2026 Term 1 highlights for Sec 4/5 students:

<b>Date</b>	<b>Programmes/ Events</b>	<b>Remarks</b>
Thu 15 Jan	StrengthsFinder and Education & Career Guidance (ECG) Workshop	Make-up session for selected students. 2.30pm-6pm (A separate PG notification will be sent to parents/guardians should there be a change in timing.
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.
Thu 5 Feb & Thu 12 Feb	Personal Effectiveness Workshop for students from S4RKLE and selected students who missed earlier session.	Held in school from 3.30pm – 5.00pm. A separate PG notification will be sent to parents/guardians should there be a change in timing.
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 10am.
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.

Date	Programmes/ Events	Remarks
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.
Wed 12 Mar	Sec 4/5 Retreat	Held during school hours.
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 <b>Thu 19 Mar to Fri 20 Mar</b> during which no school activities will be held.

34. 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](#).

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.

## ANNEX A - AForTe Applied Learning Modules (ApLM@Schools) for Sec 4R, 4K, 4L & 4E

1. Your teen will be attending a 3-day Applied Learning Module Programme on 7 – 9 January 2026 (Wednesday to Friday) at 8am – 2.30pm on Wed to Thurs and 8am – 1.30pm on Fri.
2. The aims of the programme are to expose students to possible careers that they may wish to pursue in the future, and to provide them an opportunity to experience actual practices used in the industries.
3. In 2025, your teen was given the opportunity to indicate his/her interests. After consolidation of choices, your teen will be attending one of the six Applied Learning Modules below:

<ul style="list-style-type: none"><li>• Aeronautics Engineering</li><li>• Hospitality &amp; Tourism</li></ul>	<ul style="list-style-type: none"><li>• Food Culinary</li><li>• Nursing &amp; Healthcare</li></ul>	<ul style="list-style-type: none"><li>• Entrepreneurship &amp; Retail</li><li>• Photography</li></ul>
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4. We will allocate modules taking into account students' choices, within the number of places offered by each module. Nonetheless, we will work with the students to make the most of their learning whichever module they are allocated.
5. The modules will be conducted based on the timing indicated above for all the three days. Students will report to school at 7.30 am as usual in school attire. The modules will be held in school and/or related external venue(s). More information will be provided to the students nearer the programme date. We seek your support in encouraging your teen to attend all three sessions and participate actively in all the activities. At the end of the modules, your teen will present/showcase what he/she has learnt, to practise his/her presentation skills. He/she will also receive a certificate of completion.
6. As MOE subsidises fully for the cost of the programme (estimated cost: ~\$225), students need not make any co-payment. Your teen's attendance for this programme is **compulsory**. Should he/she miss any of the sessions without a valid medical certificate, disciplinary action will be taken against your teen and he/she may be liable to pay the full course fee.
7. For more information about the Applied Learning Module programme, please contact Mrs Normala Chang (Head/Student Management) at 6385-9466. Thank you.