

1 June 2020

Dear Parents/Guardians of Secondary 3 students,

WELCOME TO TERM 3 2020

1. Welcome to Term 3! We hope you and your child/ward have been well. Thank you for your support for the Full Home-Based Learning in Term 2.

Bowen will be implementing more Safe Management Measures, in line with MOE Directions. The Measures are necessary to keep students and staff safe.

Students will need time to adjust, but will need to be committed to following all Safety Measures carefully, in and out of school. Please encourage your child/ward as it will not be easy. Teachers are also adjusting back and learning as well.

Bowen will check-in on students and address their well-being, and help them to adjust back to school over the first few weeks of Term 3. Eg, teachers will pace out the teaching and give extra support where needed. Feel free to speak to the FTs if there are specific concerns.

2. We would like to highlight this **NEW Safety Matter: please inform the FTs immediately and keep your child / ward home** if:

Scenario	Then:
A. Student is unwell.	<u>Student to see a doctor and get an MC</u> and return to school only after the MC is over.
B. There is a household member (HHM) staying in the same house as the student and <u>is on HQO / SHN</u> .	<u>Student to stay home</u> . The student will be placed on "Leave of Absence" (LOA) and stay home for the <u>duration of the HQO / SHN</u> .
C. There is an adult HHM staying in the same house as the student <u>with flu symptoms</u> (eg, fever, cough).	<ul style="list-style-type: none"> If the adult HHM is <u>on MC</u>, the student will be placed on "Approved Absence" (AA) and stay home for the <u>duration of the MC</u>. If the adult HHM has flu symptoms but no MC, <u>please encourage him or her to see a doctor</u>. But if the adult HHM still wants to self-medicate, then the student will be placed on AA and stay home for <u>5 days from the onset of the symptoms</u>.

In summary, in all 3 Scenarios, ask your child to stay home. While he/she will be away from school, it is for everyone's safety. The student's learning will be supported by FTs and classmates.

3. FTs will be briefing students on both 1/6 and 2/6. We will send the two decks of slides to you. **Please spend time (~30min) to read and also to make sure your child/ward understands the information.** The slides include **comprehensive information** about Safety measures, Learning matters and Assessment matters.

Term 3, Timetable and Highlights

4. Term 3 begins on Tue 2 Jun and will be 13 weeks long.
- The first stretch of 7 weeks will end on Fri 17 July (Weeks 1 to 7)
 - The Term 3 Mid-term break will be from 20 Jul to 26 Jul 20.
 - The second stretch of 6 weeks will end on Fri 6 Sep (Weeks 8 to 13).
5. Students will return to school in Term 3 based on the schedule shown below. MOE will announce the school arrangements for Week 5 etc, in due course.

Term 3	Week 1 (2/6 – 5/6)	Week 2 (8/6 – 12/6)	Week 3 (15/6 – 19/6)	Week 4 (22/6 – 26/6)
Levels in school #1	Sec 1 Sec 2 Sec 4/5	Sec 3 Sec 4/5	Sec 1 Sec 2 Sec 4/5	Sec 3 Sec 4/5
Levels on HBL #2	Sec 3	Sec 1 Sec 2	Sec 3	Sec 1 Sec 2

#1 Students will need to report at their respective classrooms by 7.30am for flag-raising ceremony. Please encourage your child/ward to leave the house early to take earlier buses.

#2 While on HBL, FTs will check-in on students on Mon, Tue and Thu at 7.30am via Video Conferencing. Please ensure your child / ward is awake and dressed, and ready to e-attend the FT Check-in.

6. In Weeks 1 and 2 (Tue 2 Jun – Fri 12 Jun), we will be running on an adjusted Term 2 timetable (available on the school website) to allow Sec 1 and 2 students to complete finish off their Design and Technology (D&T) and Food and Consumer Education (FCE) lessons from Semester 1 (respectively). The Term 3 timetable will take effect from Week 3 (Mon 15 Jun), upon which Sec 1 and 2 students will then 'switch' and take FCE and D&T respectively.

7. On Tue 2 Jun, we will run on Monday's timetable. This is to provide time for the FTs to use Monday's CCE Period to welcome back the students and to give the necessary briefings. In summary:

Term 3	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1 (2/6 – 5/6)		Follow Term 2 Monday timetable	Term 2 timetable as per normal		
Week 2 (8/6 – 12/6)	Term 2 timetable as per normal				
Week 3 (15/6 – 19/6)	Term 3 timetable will take effect				

8. As the weather may be hot and mask-wearing will be uncomfortable, students can wear "half – uniform" to school if they want to.
- Half-uniform = PE T-shirt / Class T-shirt / CCA T-shirt with school shorts / pants / skirts.
 - Full uniform – ie, 'school top' of shirt / blouse / polo-shirt is still allowed too.
 - PE shorts are allowed only during PE lessons; students must put their school shorts / pants / skirts back on after PE lessons are over.

9. The following are highlights of our school's programme, events and holidays in Term 3.

Date	Programmes / Events	Remarks
Wed 10 Jun Wed 17 Jun	Issuing of Semester 1 results slips	<ul style="list-style-type: none"> • Wed 10 Jun – Sec 3 and 4/5 students • Wed 17 Jun – Sec 1 and 2 students
Thu 18 Jun	GCE 'O' Level Mother Tongue Exam Paper 1	<ul style="list-style-type: none"> • S1-2 students will be dismissed at 12.30pm (S3 are on HBL).
Fri 19 Jun	GCE 'O' Level Mother Tongue B Exam Paper 2	
Mon 6 Jul	Youth Day School Holiday	<ul style="list-style-type: none"> • Mon 6 Jul is a school holiday in-lieu for Youth Day which falls on Sun 5 Jul.
Fri 17 Jul	FIESTA Day (last day before Term 3 mid-term break)	<ul style="list-style-type: none"> • Fun and enriching activities during curriculum time. • More details will be given in due course.
Mon 20 Jul – Sun 26 Jul	Mid-Term 3 School Holidays	<ul style="list-style-type: none"> • To allow students the time and space to rest and recharge, Student Protected Time will be on Thu 23 Jul and Fri 24 Jul. • No activities will be held on these two days.
Mon 27 Jul	GCE MTL 'O' Level and MTL 'B' Listening Comprehension	<ul style="list-style-type: none"> • All students will be dismissed at 1pm. •
Fri 31 July	Hari Raya Haji Public Holiday	
Fri 7 Aug	National Day Celebration	<ul style="list-style-type: none"> • Students will be dismissed by 10am.
Mon 10 Aug	National Day Public holiday	<ul style="list-style-type: none"> • Mon 10 Aug is a public holiday in-lieu for National Day falls on Sun 9 Aug.
Tue 11 Aug – Fri 21 Aug	Term Assessment 3	<ul style="list-style-type: none"> • See para 14 for details.
Wed 2 Sep	Issuing of Term 3 Results Slip	
Thu 3 Sep	Teachers' Day Celebration	<ul style="list-style-type: none"> • Students will be dismissed by 10.00am. • This is also the last day of school for Term 3.
Fri 4 Sep	Teachers' Day School Holiday	
Sat 5 Sep to Sun 13 Sep	September School Holidays	<ul style="list-style-type: none"> • To allow students the time and space to rest and recharge, Student Protected Time will be on Mon 7 Sep and Tue 8 Sep. No school activities will be held on these two days. • Term 4 begins on Mon 14 Sep.

Enrichment, PE, NAPFA and CCA Matters

10. The following are T3's enrichment programmes. All are "To Be Confirmed" based on the National COVID-19 Situation.

Date	Programme	Remarks
Fri 17 July	Fiesta Day – Sec 3 Student Leadership Training (class-based)	<ul style="list-style-type: none"> • Programme will be conducted during school curriculum time.
Thu 30 July	Personal Effectiveness Workshop (class-based)	
Fri 11 Sep	Star Camp Annual Leadership Camp	<ul style="list-style-type: none"> • For student councillors and selected lower secondary students

11. In the interest of students' health and well-being, PE lessons will continue in Term 3, following strictly the PE guidelines given by MOE. NAPFA will be cancelled for 2020.
12. All National School Games (NSG) competitions for 2020 will be cancelled in view of the insufficient time to complete the season and for students to be prepared for the competitions.
13. All CCA activities will continue to be suspended till further notice. However, as it is important for students to gain a more holistic school experience, we are exploring "e-CCAs", ie, getting the CCA students to attend activities digitally so that students can still 'meet' their CCA friends and achieve some of CCA outcomes. As e-CCAs will not begin till later in Term 3, more information will be provided by the CCA teachers in due course.

Assessment Matters

14. The Term 3 Term Assessments (pen-and-paper) for Sec 3 students will take place in the first period (8 to 9am) on selected days of Term 3 Week 10, from **Tue 11 Aug to Fri 21 Aug**. The detailed schedule will be given by Term 3 Week 7. After the Term Assessment each day, lessons will continue and homework will be given as normal, as it is important that students learn to revise early and to manage their time well.
15. The **Sec 3 End-of-Year Examinations** will begin in Term 4 Week 3, from **Mon 28 Sep to Fri 9 Oct**. We will issue the detailed schedule of the examinations at a later date.
16. As shared on Mon 4 May via Parents Gateway (PG) and FT-briefings to students, we have **revised the 2020 assessment weightings**. We have removed the Term 2 assessments, freeing up time to help pace out the curriculum. The revised weightings are as follows:

ALL subjects	T1	T2	T3	T4
Original Weightings	WA – 15%	WA – 15%	WA – 15%	EYE – 55%
Revised Weightings	WA – 15%	-	WA – 15%	EYE – 70%

Secondary 3 Form Teachers for Semester 2

17. As a reminder to parents of the Sec 3 FTs, here is the updated list:

Class	Form Teachers	Emails
3A1	Mr Ken Foo Ms Monica Suan Ms Anne Marie Chua (NEW)	foo_sea_win@schools.gov.sg suan_ching_yeah_monica@schools.gov.sg anne_marie_chua@schools.gov.sg
3A2	Mdm Ng Gek Hwa Ms Nurhaqimah Mohd Khamin Ms Siow Wei Ling (NEW)	ng_gek_hwa@schools.gov.sg nurhaqimah_mohd_khamin@schools.gov.sg siow_wei_ling@schools.gov.sg
3A3	Mdm Noorlidiawati Mr Law Whye Kiat	noorlidiawati_said@schools.gov.sg law_why_kiat@schools.gov.sg
3E1	Ms Cheryl Lim Mrs Sankar Thilahavathi Mrs Sandra Lim	lim_hui_yi_cheryl@schools.gov.sg sankar_thilahavathi@schools.gov.sg teo_cai_ling_sandra@schools.gov.sg
3E2	Mdm Joyce Toh Ms Sim Ying Xuan	toh_lin_lee_joyce@schools.gov.sg sim_ying_xuan@schools.gov.sg

Class	Form Teachers	Emails
3E3	Mr Mohd Irsyad Mdm Liang Ruishan	mohamad_irsyad@schools.gov.sg liang_ruishan@schools.gov.sg
3E4	Ms Grace Wang Mdm Padma Ramachandran	wang_yahui_grace@schools.gov.sg padma_ramachandran@schools.gov.sg
3T1	Mr Justin Chong Mdm. Uma D/O Thiruselvam Mr Mohd. Farid	justin_chong_jin_fatt@schools.gov.sg uma_thiruselvam@schools.gov.sg mohd_farid_b_mohamad@schools.gov.sg

18. To contact the FTs, please email them or call the school at **6385 9466** (the teachers' office numbers are available on our school website). If you email teachers, they will aim to reply you in 3 working days. Teachers will generally be contactable by telephone during office hours. We seek your understanding that teachers may wish to keep their handphone numbers private.

19. The Year Head for Sec 3 cohort is Ms Estelle Chong (estelle_chong_chyi_shin@schools.gov.sg). Ms Chia Choi Queen (chia_choi_queen@schools.gov.sg) will be heading the MTL Department from Sem 2 onwards.

In Conclusion

20. These COVID-19 times are challenging times for everyone: for the students, for you parents / guardians, for the school, for Singapore. And because COVID-19 will be with us for a long time to come, we must adopt a "Stronger, Together" mindset. As our MOE Director of Schools said, "*Adversity can produce tenacity. Adversity can produce audacity.*" - let's rise above the challenges and help our students and each other to keep moving and keep growing.

Yours faithfully,

EARNLER

Mr Liu Earnler
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.