

1 June 2020

Dear Parents/Guardians of Secondary 4/5 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.

Bowen will give careful attention and support to graduating students, as they may experience some anxiety about their National Exams.

- FTs will support the students' mental well-being.
- Subject teachers will give extra coaching: afternoon extra lessons start on Mon 20 Jun.
- In addition, we will support them to 'think ahead' to their post-secondary education, and apply for EAE to Poly/ITE or DSA to JC if they wish to do so.

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 **Mon 1 Jun** and **Tue 2 Jun**. 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.

A. 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. Sec 4/5 students will return to school in Term 3 everyday (unlike other levels who may be on HBL on certain weeks. 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.**
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 Lower Secondary students to complete finish off their Design and Technology (D&T) and Food and Consumer Education (FCE) lessons from Semester 1. The Term 3 timetable will take effect from Week 3 (Mon 15 Jun).
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 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 programmes, events and holidays in Term 3.

Date	Programmes/ Events	Remarks
Mon 8 Jun – Thu 11 Jun	English Language Internal Oral Exams	See <u>C</u> of this letter for details.
Wed 10 Jun	Issuing of Semester 1 HDP result slips	
Fri 12 Jun – Tue 16 Jun	Mother Tongue Intensive Programme	• For S4E/4NA/5NA taking GCE ‘O’ Level Mother Tongue Exams on Thu 18 Jun.

Date	Programmes/ Events	Remarks
Wed 17 Jun	Mother Tongue Home-based Learning and Coursework Day	<ul style="list-style-type: none"> For S4E/4NA/5NA students not taking the examinations, they will report to school for Coursework or Self-study Programme. Normal lesson for S4NT students. See para 12 for details.
Thu 18 Jun	GCE 'O' Level Mother Tongue Language Examinations @ 2.00pm	<ul style="list-style-type: none"> No lesson in the morning for all S4E/4NA/5NA. Normal lesson for S4NT. School will dismiss at 12.30pm for other levels and S4NT.
Fri 19 Jun	GCE 'O' Level Mother Tongue Language <u>B</u> Examinations @ 2.30pm	Lesson as usual for all S4/5 students.
Fri 19 Jun – Mon 29 Jun	MTL Internal Oral Exams for S4/5	Conducted in the afternoon, in school premises. More details will be issued at a later date.
Fri 19 Jun (Start)	Academic Coaching Programme (ACP)	See <u>para 14</u> for details.
Mon 6 Jul	Youth Day School Holiday	Mon 6 Jul is a school holiday in-lieu for Youth Day which falls on Sun 5 Jul .
Tue 7 Jul	GCE 'O' Level Mother Tongue Language <u>B</u> Oral Examinations	Conducted in the afternoon, in school premises.
Wed 8 Jul - Fri 17 Jul	GCE 'O' Level Mother Tongue Language Oral Examinations	Conducted in the afternoon, in school premises.
Mon 13 Jul - Fri 17 Jul	GCE 'N' Level English Language Oral Exams	Conducted in the afternoon, in school premises.
Mon 13 Jul – Thu 16 Jul	S4NA/NT Preliminary Examinations (Part 1)	Letter with details will be issued at a later date.
Fri 17 Jul	Mid-Term 3 Bowen FIESTA Programme	No lessons for students. More details will be given to students nearer to date.
Mon 20 Jul – Sun 26 Jul	Mid-Term 3 School Holidays	To allow students the time and space to rest in the holidays, Student Protected Time will be on Thu 23 Jul and Fri 24 Jul . No school activities will be held on these two days.
Mon 27 Jul	GCE MTL 'O' Level and MTL B Listening Comprehension	Conducted in the afternoon, in school premises.
Mon 27 Jul - Thu 30 Jul	S4NA/ NT Preliminary Examinations (Part 2)	
Mon 27 Jul (Start)	Night Study Programme (NSP)	If MOE safety measures at that point allow. See <u>para 20</u> for details.
Tue 28 Jul – Tue 4 Aug	GCE 'O' Level Higher MTL Oral Exams	Conducted in the afternoon, in school premises.
Fri 31 July	Hari Raya Haji Public Holiday	
Mon 3 Aug – Wed 5 Aug	GCE 'N' Level Mother Tongue Language Oral Exams (including 'N' Level MTL B)	Conducted in the afternoon, in school premises.
Fri 7 Aug	National Day Celebration	School will be dismissed by 10am.

Date	Programmes/ Events	Remarks
Mon 10 Aug	National Day Public Holiday	Mon 10 Aug is a public holiday in-lieu for National Day falls on Sun 9 Aug .
Mon 17 Aug - Wed 26 Aug	GCE 'O' Level English Language Oral Examinations	Conducted in the afternoon, in school premises.
Mon 24 Aug - Wed 2 Sep	S4E/5NA Preliminary Examinations (Part 1)	
Fri 28 Aug	Issue of Preliminary Examinations Result Slip to Sec 4 N(A) and N(T)	
Thu 3 Sep	Teachers' Day Celebration	School will be dismissed by 10am.
Fri 4 Sep	Teachers' Day School Holiday	
Sat 5 Sep - Sun 13 Sep	September School Holidays	<ul style="list-style-type: none"> To allow students the time and space to rest in the holidays, 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.

B. Revised Assessment Weightings

10. 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 Mid-Year Exam, freeing up time to help pace out the curriculum. The revised weightings are as follows:

	T1	T2	T3	T4
Original	10%	MYE – 30%	Prelim Exam – 60%	-
Revised	10%	-	Prelim Exam – 90%	-

C. School's Internal English Oral Examinations

11. The school's internal Sec 4/5 English Oral Examinations will take place after curriculum hours from **Mon 8 Jun** to **Thu 11 Jun** in the school hall. The schedule is as follows:

Date	Classes/ Students involved	Time
Mon 8 Jun	4A1, 4A2, 4A3 4T1 (students taking OOS)	From 2.00pm From 3.15pm
Tue 9 Jun	4T1	From 3.15pm
Wed 10 Jun	4E1 & 4E4	From 3.45pm
Thu 11 Jun	5A1 4E2 & 4E3	From 2.00pm From 3.15pm

D. Mother Tongue (MT) Intensive Programme and MT Home-based Learning

12. The GCE 'O' Level Mother Tongue Language (MTL) Examinations will take place on **Thu 18 Jun**. To help students prepare for the exams, the MTL department will be conducting an Intensive

Revision Programme on **Fri 12 Jun, Mon 15 Jun** and **Tue 16 Jun**. The programme will be conducted during curriculum time and will end at 1.30pm. Selected students may be asked to stay back for consultation or extra coaching.

13. Students who are not sitting for the GCE 'O' Level MTL Examinations will still be required to report to school for Coursework completion or Self-study Programme during MT Intensive Programme. The school has arranged a customised curriculum where subject teachers will revise work with these students. The schedule will be given to students separately.

E. Support for National Examinations: Academic Coaching Programme (ACP)

14. ACP for 4Exp, 4N(A), 5N(A) and 4N(T) students taking Out-of-Stream Subjects (OOS) started in Term 2 via online coaching sessions. Starting **Fri 19 Jun (4N) and Mon 22 Jun (4E/5N)**, ACP will be conducted in school. The ACP aims to provide support for students in their weaker subjects, and to stretch students in their average / stronger subjects.

15. During ACP, there will be either small-group consultations or coaching classes to complement the lessons held during curriculum hours. ACP will end by 5pm (except for days with Timed Practice), to give students time to rest and to prepare for the next school day. For Wednesdays, Self-Study Session (SSS) will be conducted for selected group of students, a separate letter will be issued for these students.

16. In addition, Timed Practice (for all Sec 4/5 students) will be conducted during ACP as part of the revision programme to prepare the students in areas such as time management and mental strength.

17. Your child/ward may be attending ACP on several days a week for various subjects and will be informed via the name lists and details placed on the noticeboard located at Level 4. **Attendance for selected students is compulsory.** Do encourage your child/ward to attend ACP diligently and make full use of these learning opportunities. If your child/ward does not have ACP on a certain day, do encourage him/her to spend the time meaningfully.

18. As Oral Examinations (Internal and National) will also take place in Term 3, students who are scheduled for Oral Examinations will take precedence over ACP and Timed Practice. However students should still attend ACP on days when they do not have Oral Examinations. Students who miss the ACP sessions and Timed Practice due to Oral Examinations are strongly encouraged to seek consultation with their teachers at other times and complete their Timed Practice at home.

19. The ACP and Timed Practice schedule for Term 3 is found below.

S4E and 5N(A)

Dates	Mon (3.45pm - 5pm)	Tue (3.45pm - 5pm)	Wed (3.30pm - 5pm)	Thu (3.45pm - 5pm)	Fri Session 1 (2pm - 3.30pm)	Fri Session 2 (3.45pm - 5pm)
T3W4 22 – 26 Jun	E. Math	Science	SSS	English Timed Practice - P1 1 hr 50 min	Pure Humanities Timed Practice - 1 hr 40 min	C&T / ESS / A.Math

Dates	Mon (3.45pm - 5pm)	Tue (3.45pm - 5pm)	Wed (3.30pm - 5pm)	Thu (3.45pm - 5pm)	Fri Session 1 (2pm - 3.30pm)	Fri Session 2 (3.45pm - 5pm)
T3W5 29 Jun – 3 Jul	E. Math Timed Practice - 2 hr	Science	SSS	English	Social Studies Timed Practice - 1 hr 45 min	C&T / ESS / A.Math
T3W6 6 – 10 Jul	Youth Day	Science Bio (4E1) + Sc(Bio) Timed Practice (1h 15 min)	SSS	English	Elective Humanities Timed Practice - 1 hr 40 min	C&T / ESS / A.Math
T3W7 13 – 17 Jul	A. Math Timed Practice - 2 hr	Science Sc(Phy) Timed Practice (1h 15 min)	SSS	E. Math	Term 3 Bowen FIESTA	
20 – 26 Jul	Mid-Term 3 School Holidays					
T3W8 27 – 31 Jul	GCE 'O' Level MTL and MTL B Listening Compre	Science ScChem (1h 15 min) + Chem Timed Practice (1h 45min)	SSS	English	Hari Raya Haji	
T3W9 3 – 7 Aug	E. Math	Science	SSS	English	National Day Celebration	
T3W10 10 – 14 Aug	National Day Holiday	Science Bio (4E2) + Phy Timed Practice (1h 45min)	SSS	English	Humanities (Geo / His / Lit)	MTL
T3W11 17 – 21 Aug	E. Math	Science	SSS	English	Social Studies	MTL
T3W12-13 24 Aug – 3 Sep	Sec 4E/5NA Preliminary Examinations Part 1					

S4N(A) and N(T) taking Out of Stream Subjects (OOS)

Dates	Mon (3.45pm - 5pm)	Tue (3.45pm - 5pm)	Wed (3.30pm - 5pm)	Thu (3.45pm - 5pm)	Fri Session 1 (2pm - 3.30pm)	Fri Session 2 (3.45pm - 5pm)
T3W3 15-19 Jun					Science	C&T/A.Math
T3W4 22 – 26 Jun	English Timed Practice - P1 1 hr 50 min	Social Studies Timed Practice - 1 hr 45 min	SSS	E.Math	Science ScChem Timed Practice (1h 15 min)	C&T / A.Math
T3W5 29 Jun – 3 Jul	English	Humanities (Geo / His / Lit) Timed Practice - Lit 1 hr 50 min	SSS	E.Math	Science ScBio/ScPhy Timed Practice (1h 15 min)	C&T / A.Math A.Math - Timed Practice - 1 hr 45 min

Dates	Mon (3.45pm - 5pm)	Tue (3.45pm - 5pm)	Wed (3.30pm - 5pm)	Thu (3.45pm - 5pm)	Fri Session 1 (2pm - 3.30pm)	Fri Session 2 (3.45pm - 5pm)
T3W6 6 – 10 Jul	Youth Day	Social Studies	SSS	E.Math	Science	C&T / A.Math
T3W7 13 – 17 Jul	S4N Preliminary Examinations Part 1				Term 3 FIESTA	
20 – 26 Jul	Mid-Term 3 School Holidays					
T3W8 27 – 31 Jul	GCE 'O' Level MTL and MTL B Listening Compre	S4N Preliminary Examinations Part 2			Hari Raya Haji	
T3W9 3 – 7 Aug	English	Humanities (Geo / His / Lit)	SSS	E.Math	National Day Celebration	
T3W10 10 – 14 Aug	National Day Holiday	Social Studies	SSS	E.Math	Science	MTL
T3W11 17 – 21 Aug	English	Humanities (Geo / His / Lit)	SSS	E.Math	Science	MTL
T3W12 24-28 Aug	English	Social Studies	SSS	E.Math	Science	MTL

S4N(T) Timed Practice Schedule

Date	Subject	Time
Mon 15 Jun	English (OOS & NT) Paper 1	3.45pm - 5pm (1hr 15min)
Thu 18 Jun	Science	3.45pm - 5pm (1hr 15min)
Fri 26 Jun	Mathematics Paper 1	2pm – 3.30pm (1hr 30 min)
Tue 30 Jun	Science	3.45pm - 5pm (1hr 15min)

F. Night Study Programme (NSP) in Term 3

20. The Night Study Programme (NSP) will be held in Term 3 from Mon 27 July to Thu 6 Aug and Mon 17 Aug to Fri 28 Aug if MOE safety measures at that point allow. The NSP will be conducted from 6.15pm to 9.00pm daily in the school canteen and library. This serves to provide a conducive study environment for students for revision and consultations with teachers. Students who find it challenging to study productively at home are encouraged to utilise the school facilities in their preparation for the National Examinations, and arrange for consultation sessions during the NSP.

21. Students are required to sign up for NSP at the General Office on each day by 3pm to enable the school to monitor their attendance. Students are not allowed to bring in other food from outside and will need to be appropriately attired (school pants or skirts with school shirt, school PE T-shirt or school blue polo shirt) for NSP. The school will be closed at 9pm.

G. Preliminary Examinations and GCE 'N' and 'O' Examinations

22. The Preliminary Examination and National Examination dates are compiled in the table below to help students with revision planning. The detailed schedule for preliminary examinations will be given to students at a later date. Students can refer to their class or cohort noticeboards or their GCE Examination Entry Proof for the detailed schedule for their 'N' or 'O' level examinations.

Dates	Schedule of Activities	Remarks
Mon 8 Jun – Thu 11 Jun	English Language Internal Oral Exams for S4/5 students	
Thu 18 Jun	GCE 'O' Level Mother Tongue Language Examinations @ 2.00pm	
Fri 19 Jun	GCE 'O' Level Mother Tongue Language <u>B</u> Examinations @ 2.30pm	
Mon 22 Jun – Mon 29 Jun	MTL Internal Oral Exams for S4/5	Conducted in the afternoon, in school premises. A separate letter with details will be issued at a later date.
Tue 7 Jul	GCE 'O' Level Mother Tongue Language <u>B</u> Oral Examinations	Conducted in the afternoon, in school premises.
Wed 8 Jul - Fri 17 Jul	GCE 'O' Level Mother Tongue Language Oral Examinations	Conducted in the afternoon, in school premises.
Mon 13 Jul - Fri 17 Jul	GCE 'N' Level English Language Oral Exams	Conducted in the afternoon, in school premises.
Mon 13 Jul – Thu 16 Jul	S4NA/NT Preliminary Examinations (Part 1)	Letter with schedule and details will be issued at a later date.
Mon 27 Jul	GCE MTL 'O' Level and MTL B Listening Comprehension	Conducted in the afternoon, in school premises.
Mon 27 Jul - Thu 30 Jul	S4NA/NT Preliminary Examinations (Part 2)	
Tue 28 Jul – Tue 4 Aug	GCE 'O' Level Higher Mother Tongue Language Oral Exams	Conducted in the afternoon, in school premises.
Mon 3 Aug – Wed 5 Aug	GCE 'N' Level Mother Tongue Language Oral Exams (including 'N' Level MTL B)	Conducted in the afternoon, in school premises.
Mon 17 Aug – Wed 26 Aug	GCE 'O' Level English Language Oral Examinations	Conducted in the afternoon, in school premises.
Mon 24 Aug – Wed 2 Sep	S4E/5NA Preliminary Examinations (Part 1)	
Mon 14 Sep – Wed 16 Sep	S4E/5NA Preliminary Examinations (Part 2)	
Mon 14 Sep – Wed 23 Sep	GCE 'N' Written Examination (Part1)	The actual detailed timetables have been given to students. A copy is also available on the class noticeboards.
Mon 5 Oct – Thu 15 Oct	GCE 'N' Written Examination (Part 2)	
Thu 1 Oct Mon 5 Oct Thu 8 Oct Tue 13 Oct	GCE 'O' Science Practical Examination	

Dates	Schedule of Activities	Remarks
Mon 19 Oct – Thu 12 Nov	GCE 'O' Written Examination	

H. Secondary 4 and 5 Form Teachers for Semester 2

23. As a reminder to parents of the Sec 4 and 5 FTs, here is the list (NO CHANGES):

Class	Form Teachers	Emails
4A1	Ms Ler Kim Har Mdm Sim Sze Hwei	ler_kim_har@schools.gov.sg sim_sze_hwei@schools.gov.sg
4A2	Mrs Irene Leong Mr Sean Ross	low_wai_wan@schools.gov.sg clunies_ross_sean_james@schools.gov.sg
4A3	Ms Lee Yu Jie Mr Ng Wah Kian	lee_yu_jie@schools.gov.sg ng_wah_kian@schools.gov.sg
4E1	Ms Alamel Moghan Dr Pichandi Banumathi	alamel_moghan@schools.gov.sg pichandi_banumathi@schools.gov.sg
4E2	Ms Tengku Nur Athifah Mrs Lee Su Ping	tengku_nur_athifah_tengku@schools.gov.sg tan_su_ping@schools.gov.sg
4E3	Mr Derrick Lim Ms Tan Shuming Ms Eileen Ong	lim_soon_ben_derrick@schools.gov.sg tan_shuming@schools.gov.sg eileen_ong@schools.gov.sg
4E4	Mrs Li Seow Koon Mdm Sylvia Ang	ng_seow_koon@schools.gov.sg ang_lian_sze_sylvia@schools.gov.sg
4T1	Mdm Juriah Wati Mr Randy Low Ms Beena Rai	juriah_wati_mohd_shariff@schools.gov.sg low_chen_long_randy@schools.gov.sg beena_rai@schools.gov.sg
5A1	Mrs Jessica Yong Mr Wilson Koh	jessica_tan_sze@schools.gov.sg yeh_jie_wilson_koh@schools.gov.sg

In Conclusion

24. 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.