



Clementi Town Secondary School

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6 September 2024

Dear Parents/Guardians of Sec 1 to 3 students,

UPDATES ON TERM 4 SCHOOL ACTIVITIES

1 We would like to update you on the schedule of key school activities taking place in Term 4.

Early Release of Students [For students not sitting for N Level Listening Comprehension]

2 On 10 and 12 September 2024, students taking the N Level examinations will be sitting for their Listening Comprehension papers. On these two days, students will be dismissed at 12.40 pm.

Sec 1 NT, 2 and 3 English and Mother Tongue Languages Oral Exams (18 Sept to 24 Sept 2024)

3 The English and Mother Tongue Languages Oral Exams will be held from 18 September to 24 September 2024, after curriculum hours. The marks for the oral exams will be factored into the students' end-of-year exam marks for both English and Mother Tongue Languages respectively. Students will be informed of their assigned date and time by their subject teachers.

In-person Lessons instead of Self-Directed Learning Day (20 Sept 2024)

4 Please take note that on Friday, 20 September 2024, your child/ ward is expected to report to school for in-person lessons and will follow the normal timetable for Odd Week Friday. It will not be a Self-Directed Learning (SDL) day for all Sec 1 to 3 students. This is meant to provide students with additional in-person guidance and support as they prepare for their upcoming End-of-Year Examinations.

Farewell Ceremony for Graduating Students (25 Sept 2024)

5 As we approach the end of the academic year, we would like to inform you about a special event taking place in Term 4, the Farewell Ceremony for our graduating cohort. This ceremony will be held on Wednesday, 25 September 2024, which is the last day of school for our Secondary 4 and 5 students. The ceremony will serve as a meaningful moment of reflection, gratitude, and giving thanks as we send off our graduating students with our best wishes.

To ensure the smooth progression of the school day and minimise the loss of curriculum time, we have made a slight adjustment to the timetable. The Character and Citizenship Education (CCE) lesson originally scheduled on 24 September will be swapped with periods 13 and 14 on 25 September. Your child will be updated on the changes to the timetable by their respective subject teachers. On the day of the ceremony, the graduating cohort will report to the hall at 12:40 pm, following their lunch period, while the rest of the cohort will report to the hall at 1:50 pm. The programme will conclude by 3:00 pm.

We look forward to celebrating this important milestone together and sending off our graduates as a CT family.

Sec 1, 2 and 3 End-of-Year (EOY) Written Examinations (26 Sept to 7 Oct 2024)

6 The period of Sec 1, 2 and 3 EOY written examinations is from Thursday, 26 Sep to Monday, 7 Oct 2024. The detailed examination schedule has been disseminated to your child/ward. Separate announcement on Parents Gateway was also posted earlier. On the day when students do not have any examination during the period stated above, they do not need to come to school.

Marking Day & Promotion Day for Sec 1, 2 and 3

7 Marking Days are on Tuesday, 8 Oct and Wednesday, 9 Oct 2024 and Promotion Day is on Friday, 18 Oct 2024. On these dates, students do not need to come to school.

End of Term Cohort Activities (21 Oct – 24 Oct 2024)

8 At Clementi Town Secondary School, we are committed to ensure that we develop all our students holistically. To instil in our students our school values and to promote learning beyond classrooms, we have planned a series of learning programs and Inter-House activities from 21 to 24 October as part of their Clementeen Experience. These activities include the Differently-Abled Sports Programme, where our Secondary 1 students will learn about adaptability, empathy, and respect from our Team Singapore para-athletes; the Inter-CCA Junior Masterchef, where our Secondary 2 students will team up with their Co-Curricular Activity Parents (CCAPs) to whip up delicious dishes; and the Grit Festival, where our Secondary 3 students will learn valuable strategies for managing challenges and failures. Through these learning programs and Inter-House activities, we aim to strengthen ASPIRE values: Adaptability, Self-discipline, Perseverance, Integrity, Respect and Empathy and thus grow our Clementeens with Passion to Learn, Confident to Lead and Humility to Serve.

End-of-Year Parent-Staff Interaction (25 October 2024)

9 Our End-of-Year Parent-Staff Interaction (PSI) will be held face-to-face with the CCA Parent and Subject Teachers. An announcement will be put up on Parents Gateway to invite you to book your meeting time with the CCA Parent and/or Subject Teachers in October 2024. You will meet the CCA Parent and/or Subject Teacher on Friday, 25 October 2024, together with your child / ward. There will be no lessons that day. We seek your understanding in advance to be punctual and keep to the duration of the appointments arranged. This is so that the appointments for all parents can be conducted in good time.

Last Day of School for Sec 1, 2 and 3 (25 October 2024)

10 The last day of school for Sec 1, 2 and 3 students will be on Friday, 25 Oct 2024, which is also Parent-Staff Interaction. This is to facilitate the conduct of GCE O Level national examinations. Majority of students would not need to report to school after this date, unless there are school-approved small group activities. Students who need additional academic support to be more ready for the next level of studies may be required to come back to school or be assigned online learning. Details for relevant students/groups will be provided to parents/guardians using Parents Gateway.

Purchase of Textbooks and Uniforms

11 The textbook list and uniform order form for Sec 2, Sec 3 and Sec 4 (2024) students will be distributed by Thursday, 24 Oct 2024. Parents will also be able to retrieve a copy of the textbook list from the school website. Pacific Bookshop Pte Ltd and My Uniform Shop (Asia) Pte Ltd will offer online sales of textbooks and uniforms respectively. Parents are encouraged to purchase textbooks and uniforms via their e-commerce platform. Instructions for online purchases and walk-in purchases will be provided in the textbook list and uniform order form. Do keep a lookout for them. For purchasing of textbooks and uniforms from the school, please limit the numbers of people entering the school to no more than 2 (i.e. a parent and a student). Please refer to the scheduled operating date and time for the bookshop/uniform as stipulated within the textbook list.

2025 MOE or School-based Financial Assistance Scheme

12 Application for the 2025 MOE or School-based Financial Assistance Scheme (FAS) will commence in Oct. The 2024 MOE FAS application hardcopy form will be provided to all students under the 2024 MOE FAS. The MOE FAS and School-based FAS application forms can also be found on the School website from Oct 2024.

2024 Open House (9 November 2024)

13 CTSS Open House will be held on Saturday, 9 November 2024, from 8am to 4pm. This is the opportunity for the school to showcase our signature programmes, classroom experiences and CCAs to our prospective students and their parents. Selected Clementeens will be involved in this school event. Their Subject Teachers or CCA Parents will inform them of their attendance and their duties during 2024 Open House in October.

School Safety and Security

14 All drive-in and walk-in parents/guardians must adhere to the following security procedure before entering the school compound:

- . Report to the Security;
- . Register your purpose of visit;
- . Declare your health and wellbeing;
- . Paste the sticker provided by the Security Guard visibly on shirt/blouse.

This will facilitate the school in tracking visitors during an emergency. We thank you for your cooperation in advance.

Conclusion

15 While my staff and I continually seek to create a conducive environment for meaningful learning and caring relationships in the school community, your partnership is most important. As we move towards the school examination period, some of our Clementeens may feel anxious. They may also have expectations of themselves to achieve and will likely be facing more stress than before. Let us play a supportive role to our child/ward. I would like to end with some suggestions below:

- a. Guide them to have sufficient rest daily (preferably between 7 to 8 hours).
During rest, the brain is organising and processing the input received earlier in the day, and storing the learning in long-term memory. When students are well-rested, they are better able to focus the next day.
- b. Manage their stress through taking part in activities that the family enjoys together.
For example, exercise, taking walks or spending some time with your child on an area of his/her interest can be relaxing and provide the recharge he/she needs.
- c. Break up the revision tasks using the *Pomodoro Technique*.
This technique can help them to organise their learning into manageable chunks, feel confident to get started, and build momentum. You can find out about the *Pomodoro Technique* as well as other personal productivity ideas which the school has shared with all students, as part of Self-Initiated Learning, [here](#).

16 As our students look forward to the school holidays to enable them to spend meaningful time with their family, please ensure that all holiday plans are made after the last day of school on Friday, 25 Oct 2024. Post-examination learning activities are specially planned to meet important learning objectives thus your child/ward participation in these activities are crucial. I look forward to your support and your child/ward's active participation in all the learning programs.

Yours sincerely,

Mdm Rasidah Bte Rahim

Principal

(This is an electronic letter. No signature is required.)