



Greendale Secondary School

NURTURING TALENTS DEVELOPING CHARACTER INSPIRING LIVES

3 January 2023

Dear Parents / Guardians,

TERM 1 INFORMATION SHEET (01/2023)

A happy new year to all and welcome back! We would like to extend a warm welcome to all Secondary 1 students, and their parents/guardians as well as new staff to the Greendale family. We look forward to partnering you in your child's/ward's journey here at Greendale Secondary School.

As we start the new term, here is some important information you should take note of. If you have any queries regarding your child/ward's progress at any point in time, please do not hesitate to contact them. We hope that 2023 will be a year where your child/ward has ample opportunities to learn, *serve, lead and excel*.

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General Matters

1. School Term & Calendar

| | |
|-------------------|---|
| Semester 1 | Term 1: Tuesday 3 January 2023 to Friday, 10 March 2023 |
| | Term 2: Monday, 20 March 2023 to Friday, 26 May 2023 |
| Semester 2 | Term 3: Monday, 26 June 2023 to Friday, 1 September 2023 |
| | Term 4: Monday, 11 September 2023 to Friday, 17 November 2023 |

We seek the cooperation of all parents/guardians to refrain from taking your child/ward out of school during term time, as it is important for your child/ward to be present in school. The 2023 School Calendar, available in the Student Handbook (see below), reflects all planned assessments, level programmes as well as school terms and holidays.

2. Student Handbook

The Student Handbook contains useful information for both students and parents/guardians such as:

| | |
|-----------------------------------|--|
| Academic Programmes | Information on Assessment, Promotion Criteria and Post-Secondary Educational Pathways |
| Student Management and Discipline | School Expectations and rules with regard to daily attendance, punctuality, attire and grooming as well as students' conduct and behaviour |

An e-copy of the Student Handbook will be issued to your child/ward via Google Classroom by Week 1. We request that you go through the handbook to better understand our school's expectations and rules and how we approach assessment so that you can help your child/ward in their time at Greendale. To provide a safe and secure learning environment, we seek your cooperation to go through the sections on Student Safety and Security and the Special Room Safety Regulations with your child/ward.

3. School Timetable

Our timetable runs on a 10-day cycle with Days 1 to 5 on odd weeks and Days 6 to 10 on even weeks. This gives the school more flexibility to arrange subject lessons and address the needs and constraints of Full Subject Based-Banding (FSBB). Class Mentors (CMs) will go through the new timetables with the students to ensure that they are able to read the new timetables and are ready for school in the new year.

4. Personal Learning Device

In March 2020, MOE launched the National Digital Literacy Programme (NDLP) to prepare our students to be future-ready by strengthening their digital literacy. One of the components is the introduction of Personal Learning Devices (PLDs) to all secondary schools whereby every student will own a school-prescribed PLD. As mentioned during the Reporting Day's Webinar, the school-prescribed PLD is the Acer Chromebook Spin R753TN. Students who are Singapore Citizens can use their Edusave to pay fully or partly for the PLD, after setting aside provision for payment of 2nd tier miscellaneous fees. Subsidies are available for students who require funding support to purchase the PLD. More information on the purchase of PLD for your child/ward will be provided via Parents Gateway in Term 1 Week 2.

5. Attire and Grooming Reminders

The school conducts regular grooming checks to ensure that our students are appropriately attired and ready for learning. Class Mentors will issue reminders for grooming and students will be given sufficient time to rectify any issues. Term 1's grooming check will be conducted during **the first week of school**.

We also seek parents' help to ensure your child is wearing the appropriate shoes and socks to school. They should wear **sport shoes** which allow them to run/do sports safely and comfortably and School socks should be in **plain white and visible (ankle or quarter socks)**.

6. Communication with 2023 Year Heads and Class Mentors

The list of Year Heads and Class Mentors 2023 will be uploaded on the school website. If you need to enquire about matters pertaining to your child/ward's progress in our school, please email them.

We know that some teachers may have shared their mobile contact with parents/guardians and students. However, we will appreciate it if parents/guardians and students contact teachers during weekdays between 7.30am to 6.00pm. If teachers are uncontactable, we seek your kind understanding that they may only be able to respond the next working day as they may be occupied with lessons, CCA, consultations or other duties.

7. General Office Opening Hours

For parents/guardians who may need to contact the school, the opening hours of the General Office are:

- Monday to Thursday: 7.00 am to 6.30 pm
- Friday: 7.00 am to 6.00 pm
- Saturday, Sunday and Public Holidays: Closed

During the school holidays, the school will be open from 7.00 am to 5.00 pm from Monday to Friday.

8. Academic Assessment Structure

At Greendale Secondary School, assessment is a means through which we continually strive for educational improvement. It is also a way for meaningful feedback for student development. With effective assessment practice, we hope that our students will be able to scale greater heights in their pursuit of excellence. We see teaching, learning and assessment of learning as interdependent. assessment is integral and serves the overall purpose to improve standards and processes while at the same time, serve to measure them. Please refer to Annex A for the general assessment structure.

9. Academic Support Structure and Schedule

Subject teachers will organise afternoon programmes on Tuesdays and Thursdays for selected students starting Week 2 from Tuesday, 10 January 2023 onwards. There are two types of afternoon programmes. Bridging sessions are intended to bridge the gap in learning in terms of the content and/or rigour and demand of the subjects, while remedial sessions aim to help students who have encountered difficulties in meeting the stipulated academic requirements. Subject teachers may also invite other students to attend structured consultations on an ad hoc basis for clarifications.

Bridging sessions:

- S1 students who took Foundation Subjects at PSLE and are taking these subjects at a more demanding level
- S3 students who are taking subjects at a more demanding level for the first time
- S5 students to bridge the gap between the N- and O-Levels.

Remedial sessions:

For each remedial/bridging/structured consultation day, sessions will be conducted concurrently either at 2.45 -3.45pm or at 4.00 - 5.00pm. This arrangement will allow the school to optimise learning support for students. In addition, some Secondary 4 students will have remedial on Monday after school or Friday before CCA starts. All identified students will be notified by the respective subject teachers. Please refer to Annex B for the schedule.

10. Lower Secondary Modular Programme – Food & Consumer Education and Design & Technology

To help Lower Secondary students manage academic demands as well as ensure resource optimisation, the school adopts a modular approach for Food & Consumer Education and Design & Technology. Under the modular programme, students will focus on a specific subject for one semester before switching to a second subject in the next semester. The table below reflects the modular schedule for the year:

| Semester 1 | Semester 2 |
|-----------------------|-----------------------------|
| Design and Technology | Food and Consumer Education |

11. Cohort Experiences

Our school’s Applied Learning Programme (ALP) focuses on “Design, Code and Build” and Learning for Life Programme (LLP) is an integrated approach to learning and development in which abstract character attributes and specific skillsets are nurtured through concrete experiences by ‘Learning by Doing’.

The following has been planned for the students as part of the ALP programme:

| | |
|-------------|--|
| Secondary 1 | <ul style="list-style-type: none"> ▪ Basic coding through the use of Arduino microcontroller ▪ Computer Aided Design (CAD) using Solidworks ▪ Rapid prototyping using 3D printing and laser cutter ▪ Sustainability and Urban Farming using hydroponics and aquaponics |
| Secondary 2 | <ul style="list-style-type: none"> ▪ Advanced Arduino coding to create a wireless mobile user interface ▪ Application of Design Thinking in SIT community challenge ▪ Introduction to Artificial Intelligence ▪ Introduction to Drones application |

As part of the school's LLP, students will go through a Safe Riding Programme for Secondary 1 and Level Cohort camps for all. There are other programmes/activities such as Rock-Climbing Level 1 Certification, Kayaking Level 1 Certification and Cycling Experience for Secondary 2 and 3 students. These activities are optional and involve programme fees (except cycling). Details of the above programmes, including the programme fees, will be released to students in due course.

12. Co-curricular Activities (CCA) Sessions

Co -Curricular Activities (CCA) form an integral part of the school's co-curriculum and it is compulsory for every secondary school student. CCA provides students with opportunities to learn outside the classroom context and is a platform for inculcating the school values (R³ISE) and encourages students to develop skills and competencies that would enable them to lead a meaningful and purposeful school life. Students are holistically developed through a student-centric co-curricular experience.

As part of the Start Right Programme, all students will be informed on the importance of regular attendance and active participation in CCA. The weekly schedule for all the CCAs in the school can be found on the school website. The school seeks your assistance in monitoring your child/ward's attendance in his/her CCA throughout the year. Information on the CCA grading system can be found in the Student Handbook.

13. Blended Learning

Blended Learning (BL) is part of MOE's efforts to further develop our students' ability to be self-directed, passionate and lifelong learners. Home-Based Learning (HBL) days will be scheduled to complement teaching and learning in school. We will commence BL for all levels in 2023, with HBL days scheduled on selected Tuesdays in Term 1 and Thursdays in Term 2. The dates for Semester 1 are as follows:

| | |
|--------|------------------------------|
| Term 1 | 17 Jan, 14 Feb, 21 Feb |
| Term 2 | 6 Apr, 13 Apr, 4 May, 11 May |

Students will have a combination of asynchronous and synchronous mode of learning for 4 hours. In addition to this, they will have an hour of dedicated time and space to carry out their Student-Initiated Learning (SIL) in the areas of STEM, Aesthetics, Community and Environment Stewardship, Self-Development Life Skills and Healthy Living to explore their interest outside the formal curriculum.

Key Events and Activities

14. Human Papillomavirus (HPV) Immunisation Programme for Lower Secondary Girls

The HPV immunisation programme is a new initiative by the Singapore government to provide vaccination for girls against Human Papillomavirus, which is the main cause of cervical cancer. In Singapore, cervical cancer is the 10th most common cancer and 8th most common cause of cancer death among Singaporean women. However, cervical cancer is one of the most preventable cancers. Recent studies have shown that girls immunised with the HPV vaccination early, at the age of 9 to 26, provides even greater protection against cervical cancer.

The school has arranged for HPV vaccination exercise for the lower secondary girls on 27 and 28 March 2023. There are a total of 2 doses of vaccination. The second dose will be taken the following year for the Secondary 1 Girls. The vaccination will be taken during curriculum hours. Parents who have concerns may contact the school for clarification.

15. Polytechnic Open Houses for Secondary 4/5 Students

Secondary 4NA, 4Exp & 5N students attend Polytechnic Open Houses at the polytechnics each year to better understand their post-secondary education options. We strongly encourage students and their parents to explore the respective websites, sign up for programmes offered and have conversations on future educational pathways. The open houses this year will be taking place from 5-7 January 2023.

| Polytechnic | Website |
|----------------|---|
| Ngee Ann Poly | https://www.np.edu.sg/ |
| Singapore Poly | https://hellospace.sp.edu.sg/openhouse |
| Nanyang Poly | https://openhouse.nyp.edu.sg/ |
| Republic Poly | https://www.rp.edu.sg/discover/openhouse |
| Temasek Poly | https://www.tp.edu.sg/openhouse/ |

16. Key Events and Activities in Term 1

| Month | Date | Event / Activity |
|----------|----------------|---|
| January | 3 to 6 Jan | Secondary 1 Orientation Secondary 2 to 5 Start Right Programme |
| | 6 Jan | Secondary 1 Investiture cum CCA Showcase |
| | 5 – 7 Jan | Secondary 4/5 Polytechnic Open Houses |
| | 13 Jan | Secondary 4/5 Meet-the-Parents Session (Webinar) |
| | 20 Jan | Chinese New Year Celebration |
| | 23 – 24 Jan | Chinese New Year Holiday |
| February | 6 Feb | School Learning Journey Day |
| | 13 Feb | Total Defence Day Commemoration |
| | 7 to 24 Feb | Class Test 1 |
| | 27 Feb – 3 Mar | Level Camp |
| March | 13 to 19 Mar | Term Break |

Academic Assessment Structure

The following is the general assessment structure for Secondary 1 to 5 students in 2023.

| | Term 1 | Term 2 | Term 3 | Term 4 |
|--|---------------|------------------------------|----------------------------------|------------------------------|
| Secondary 1-3 | WA - 10% | WA - 15% | WA - 15% | WA - 10% EYE - 50% |
| Secondary 4/5 | WA - 15% | WA - 15% | Preliminary Examination - 70% | - |
| | Term 1 | Term 2 | Term 3 | Term 4 |
| Secondary 1 & 2 D&T or FCE (1 Semester only) | WA - 15% | WA - 15% Coursework - 70% | WA - 15% | WA - 15% Coursework - 70% |

WA: Weighted Assessment (Tests, graded assignment or Alternative Assessment)

Academic Support Structure and Schedule

The remedial/ structured consultations and bridging schedule is as follows:

| Session | Level | Tuesday | Thursday |
|-----------|-------------|-------------------------------------|--|
| Session 1 | Secondary 1 | Science (1Exp) English (1NA) | Math (1Exp) Science (1NA) |
| Session 2 | | Math (1NA) | English (1Exp) |
| Session 1 | Secondary 2 | Science (2NA) | Science (2Exp) |
| Session 1 | Secondary 3 | Math/ AMath (3NA) English (3Exp) | Pure Humanities (3Exp) English (3NA) |
| Session 2 | | Humanities (3NA) Science (3Exp) | Science (3NA) Math/ AMath (3Exp) |

Session 1: Tuesday & Thursday 2.45 – 3.45pm

Session 2: Tuesday & Thursday 4.00 – 5.00pm

| Session | Level | Monday | Tuesday | Thursday | Friday |
|-----------|-------------|---|---------------------------------------|---|---|
| Session 1 | Secondary 4 | Malay (4E&NA) | Science (4Exp) Humanities (4NA) | English (4Exp) Math (4NA) | Chinese (4Exp&4NA) |
| Session 2 | | D&T/ Art / POA (4E&NA) A Math (4NA) | Humanities (4Exp) Science (4NA) | Math/ A Math (4Exp) English (4NA) | D&T/ Art / POA (4Exp&NA) A Math (4NA) |

Session 1: Monday 4.00 – 5.00pm, Tuesday & Thursday 2.45 – 3.45pm, Friday 1.00 – 2.00pm

Session 2: Monday 4.00 – 6.00pm, Tuesday & Thursday 4.00 – 5.00pm, Friday 1.00 – 2.30pm

The Secondary 5 Bridging Programme will start from Term 1 Week 3 to Term 2 Week 2.

| Day | Time | Subject |
|-----------|----------------------------------|-----------------------------------|
| Monday | 4.00 to 5.15pm | Science |
| Tuesday | 2.45 to 4.00pm 4.15 to 5.30pm | Mathematics A Math / POA / D&T |
| Wednesday | 2.45 to 4.00pm | Malay Language |
| Thursday | 2.45 to 4.00pm 4.15 to 5.30pm | Humanities English |
| Friday | 1.00 to 2.30pm | Chinese Language |

**Note: Bridging programme will be modified on Term 1 Week 9 (due to level camp). Further details will be communicated to students by the respective subject teachers.*