



BARTLEY SECONDARY SCHOOL

10 JALAN BUNGA RAMPAI SINGAPORE 538403

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22 March 2022

Dear Parents / Guardians,

Welcome back to a new school term. The following are some updates on our events and important notices:

Experiential Learning Week (07 to 10 Mar 2022) for Sec 4 & 5

1. I am delighted that we ended Term 1 with the Experiential Learning Week where students had the chance to explore different educational pathways through hands-on activities while taking their strengths and interests into consideration. Through the mock interviews planned for them, students went through the first-hand experience of how an interview looked and sounded like. Students also had opportunities to interact and spend meaningful time with their peers working in teams. In the coming days, we will continue to bring in activities for Bartleyans to have a meaningful and enjoyable school experience while adhering to Safe Management Measures, and help them to achieve their personal best.

Student Well-being and Developing Good Habits

2. We will continue to promote the well-being of our students through guiding them to build a sense of positivity and resilience. We also highlighted that the students should interact respectfully and graciously with one another as members of the Bartley family. We encourage parents to work with us, reiterating to our children the importance of healthy habits, respectful interactions and a growth mindset.
3. It is also important that our students practise responsible use of their mobile devices and Personal Learning Devices (PLDs). We would like to highlight that teachers expect mobile phones to be kept away during curriculum time and other school programmes, including CCA. Any use during these times must be with explicit permission from the teacher-in-charge. The PLDs are also to be used only for learning purposes. We emphasised to our students that mobile devices and PLDs should not be used for undesirable activities. We will continue to educate our students to be safe and responsible users of technology and would like to work closely with parents/guardians to manage device usage. Parents/Guardians could refer to pages 22 to 27 for our Acceptable Use Policy (AUP) Agreement in the Student Organiser distributed at the start of the school year.

Term 1 Progress Report

4. Students will receive their Term 1 Progress Report on 24 Mar 2022. Some of your child/ward's teachers may want to meet up with you to discuss your child/ward's progress. They will contact you to make the necessary arrangements.
5. When your child/ward gives you the Progress Report, we would deeply appreciate if you could use the opportunity to discuss his/her progress, and to plan how he/she could do better for the upcoming assessments together.

Attendance and Punctuality

6. For students to do well in school, it is important that they attend school regularly and punctually so that they do not miss out on the lessons and teachers' instructions. Students who are absent from school are to submit the relevant document(s) excusing their absence on the day they return to school. Students who fail to submit the document(s) supporting their absence within 5 working days of their return to school may face disciplinary action. **Per semester**, the school will accept up to a **maximum of 4 days of absence** covered by parents'/guardians' letter(s).
7. It is also important for students to participate actively in CCA so that they have a full learning experience. We seek continued support from parents to ensure that your child comes for school and CCA regularly and punctually.
8. Please note that your child/ward will be considered late for school should he/she arrive at the class after 7.30 am. An SMS will be sent to the registered official guardian by 9.30 am on days that your child/ward is absent from school.

Safe Management Measures (SMMs)

9. The school will continue with our daily visual screening. Students who are unwell or show symptoms of illness will be sent home to rest and parents/guardians will be informed. To continue to ensure the school remains a safe environment for all students, we seek the assistance and support of parents/guardians to guide our children to observe the following SMMs and exercise personal responsibility:
 - Students who are unwell with flu-like symptoms (e.g. fever, runny nose, cough) or have a positive COVID-19 Antigen test result are advised not to report to school.
 - Students are to wear high filtration masks except when performing strenuous exercise or eating/drinking. Students should refrain from talking when they are not wearing their face masks.
 - Students are to adhere to the updated MOH Health Protocol 1-2-3. If students receive MOH Health Risk Notice or have household members or close contacts who are tested positive, please inform their Form Teacher or the school.
 - Students are to bring their TT token or enable the TT mobile app to school.

Key Activities in Term 2

10. The key Sec 4 & 5 school activities scheduled for Term 2 can be found in **Annex A**. We seek your cooperation in ensuring your child/ward's participation in and/or preparation for the various activities the school has planned for them.

Sec 4 & 5 Mid-Year Examinations

11. The Mid-Year Oral Examinations for Sec 4 and 5 students will be held between 20 and 27 Apr 2022, followed by Written Examination will take place between 05 and 18 May 2022. The examination timetable will be given to your child on 11 April and uploaded onto our school website. You will receive the timetable via Parents Gateway (PG) if you have subscribed to the PG mobile app. We will conduct a briefing on examination rules for your child/ward in school.
12. We would like to draw your attention to the following:
 - Any student found cheating, or attempting to cheat, will be given a zero mark for the subject. All electronics, including smart watches etc. must be left in their bags and must be switched off at all times during assessments. Handphones should be locked up in their device lockers or kept in their bags.
 - Students should look neat and be dressed in their school attire to take the examinations. You may refer to pages 14 to 18 in the Student Organiser for the school rules on Attire, Grooming and School Uniform.

13. As part of our collaborative effort with you in developing and nurturing your child/ward, we would be grateful if you could supervise your child/ward in his/her revision to ensure that he/she sets aside time to prepare for the assessments, and also offer him/her your care and support.

BSS Community Day

14. The BSS Community Day would take place on Fri 27 May 2022. On that day, you will get the opportunity to meet up with your child/ward's teachers to find out more about your child/ward's progress via Zoom. We hope you can make yourselves available for the event. More details of the event will be given to you nearer to the date.

First Week of Jun Term Break

15. There will be supplementary lessons for Sec 1 SBB new entrants, and Sec 4 & 5 students between 31 May 2022 and 03 Jun 2022. If your child/ward is scheduled to return for academic lessons and/or CCA training, a notification letter will be provided to you prior to the start of the activity.

Parenting Resources

16. We appreciate the challenges of parenting and would like to introduce parenting resources to you. MOE has launched a parenting-focused Instagram account, @parentingwith.moesg, as part of MOE's efforts to engage and partner parents. MOE hopes to connect with parents better via the account by sharing tips and MOE resources, celebrating the ups and downs of your parenting journey, and growing with you as a community by inspiring and supporting each other through shared experiences. Do follow the account, share your experiences and invite your parent friends into this community. You may also find more useful parenting resources through MOE Parent Kit available at <https://www.moe.gov.sg/parentkit>.

Conclusion

17. We believe that it takes a community to nurture our young minds. A strong home-school partnership will contribute greatly to the child's success in school. Therefore, we hope to work closely together with parents to provide our children the best opportunities to learn and grow. I welcome parents to contact the school to discuss your concerns or provide your feedback. Together, we can nurture every Bartleyan as **Learners for Life** and **Leaders for Others**, grounded in our **C.O.R.E. values**.
19. We request for you to complete and return the acknowledgement form (**Annex B**) via your child/ward's Form Teacher by Mon 28 Mar 2022. Should you have any questions or need any clarifications, please contact us at 62889013 or email: bartley_ss@moe.edu.sg. We also invite you to visit our school website and social media sites at Facebook (www.facebook.com/OfficialBartleySecondarySchool), Twitter (<https://twitter.com/bartleysecsg>) and Instagram (@bartleysecondaryschool) to see updates about the school.
20. We look forward to a fruitful and meaningful Term 2 with our students. Thank you for your continued support as we work towards empowering every Bartleyan to be Leaders for Others and Learners for Life.

Thank you.

Yours sincerely,



Ms Britta Seet
Principal

**Secondary 4 & 5
Key Activities for Term 2, 2022**

S/No.	Date	Activity	Remarks
1.	24 Mar	Release of Term 1 Progress Report	<ul style="list-style-type: none"> For parent/guardian signature and conversations with child/ward
2.	25 Mar	Home-Based Learning Day 4	<ul style="list-style-type: none"> Home-Based Learning
3.	5 Apr	Home-Based Learning Day 5	<ul style="list-style-type: none"> Home-Based Learning
4.	11 Apr	Course Advising by NYP	<ul style="list-style-type: none"> Sec 4E, 4NA and 5NA 2.00pm to 3.30pm
5.	14 Apr	Last CCA session	<ul style="list-style-type: none"> Only for Sec 4 & 5 students
6.	15 Apr	Good Friday	<ul style="list-style-type: none"> Public Holiday
7.	18 Apr	Home-Based Learning Day 6	<ul style="list-style-type: none"> Home-Based Learning
8.	20 Apr	EL Oral Exams	<ul style="list-style-type: none"> Sec 4NA and 4NT 3.00pm to 6.00pm
9.	25 Apr		<ul style="list-style-type: none"> Sec 4E 3.00pm to 6.00pm
10.	27 Apr		<ul style="list-style-type: none"> Sec 5N 3.00pm to 6.00pm
11.	26 Apr	CL Oral Exams	<ul style="list-style-type: none"> Sec 4NT Conducted during lesson time
12.	27 Apr	ML/TL Oral Exams	<ul style="list-style-type: none"> Sec 4NT 3.00pm to 6.00pm
13.	2 May	Labour Day (off-in-lieu)	<ul style="list-style-type: none"> Public Holiday
14.	3 May	Hari Raya Puasa	<ul style="list-style-type: none"> Public Holiday
15.	4 May	Home-Based Learning Day 7	<ul style="list-style-type: none"> Home-Based Learning
16.	5 – 18 May	Mid-Year Examinations	<ul style="list-style-type: none"> Examination schedule will be released through your child/ward and published on the school website
17.	16 May	Vesak Day (off-in-lieu)	<ul style="list-style-type: none"> Public Holiday
18.	19 May	Home-Based Learning Day 8	<ul style="list-style-type: none"> Home-Based Learning
19.	23 – 27 May	MTL Revision Programme	<ul style="list-style-type: none"> Lesson schedule will be released through your child/ward at a later date
20.	27 May	Community Day	<ul style="list-style-type: none"> All students need not attend school on this day Parent(s)/Guardian together with their child/ward will book a time slot prior to this day to have a zoom session with Form Teacher(s) More details will be released through your child/ward at a later date
21.	30 May	GCE 'O' Levels MTL Written Exams	-
22.	31 May	GCE 'O' Levels MTL-B Written Exams	-
23.	31 May – 3 Jun	Academic Programme	<ul style="list-style-type: none"> Lesson schedule will be released through your child/ward at a later date
24.	31 May – 3 Jun 7 Jun	Coursework Programme	<ul style="list-style-type: none"> Lesson schedule will be released through your child/ward at a later date
25.	28 May – 25 Jun	June School Holidays	<ul style="list-style-type: none"> School Holidays

ACKNOWLEDGEMENT & CONSENT FORM

From:

The Parent/Guardian* of _____ (Sec _____)

2022 Secondary 4/5 Principal's Letter (Term 2)

Thank you for keeping me informed regarding the above-mentioned.

We can be reached at the following contact numbers:

Name of Parent /Guardian*		
Relationship to Pupil	Father / Guardian *	Mother / Guardian *
Home Telephone No.		
Handphone No.		
Office No.		

**delete where appropriate*

Remarks (if any)

Signature of Parent / Guardian

Date

