



1862

ST ANDREW'S SCHOOL

21 Mar 2022

Dear Parent(s)/Guardian(s),

Greetings from St Andrew's Secondary School! We are glad to furnish you with the following key information for the new academic term:

1. Key Events in Term 2;
2. Criteria for Student Progression;
3. School Policy on Student's Absence from School and Late-coming;
4. Principal-Parent Conferences for Term 2: Graduating & Secondary 2 Students;
5. Parent-Teacher Conferences for Term 2;
6. Reinforcing Social Skills at Home; and
7. Acknowledgement of Contributions.

1. KEY EVENTS IN TERM 2

1.1. Elective Modules for 2 Empathy & 2 Unity (21 - 24 Mar, Mon to Thurs)

The students from secondary 2 Empathy and Unity will be attending Elective Modules at various ITE colleges from 21 Mar, Mon to 24 Mar, Thur. The programme aims to introduce students to ITE's full-time *Nitec* and *Higher Nitec* courses, as well as expose them to possible educational progression and career pathways.

1.2. Parent-Teacher Conference (25 Mar, Fri)

The Term 1 Parent-Teacher Conference (PTC) will take place on 25 March, Fri, from 2pm to 5pm. As part of our school's ongoing efforts to ensure the safety and health of students and staff, the PTC will be conducted by invitation only.

Form Teachers will be contacting parents of selected students to arrange for a meeting slot. Parents attending the PTC will be required to scan the SafeEntry QR Code at the guardhouse.

You may consider the option of a virtual conference with the Form Teacher if you are unable to meet him/her face to face.

1.3. Issue of Personal Learning Device, iPads (30 Mar, Wed)

Secondary 1 students will be receiving their Personal Learning Device, iPad, on 30 Mar, Wed in school. Further details and schedule will be issued closer to the date.

1.4. Class Photo-taking (1 April, Fri)

The school will conduct photo-taking for all classes on 1 April, Fri. Students should attend school in full school uniform and bring their pre-knotted school ties. PE uniform will not be permitted for the photo-taking.

1.5. Internal Oral Examination, Mother Tongue Language (6, 7, 11, 13 & 14 Apr)

The Mother Tongue Languages Department will be conducting the Internal Oral examinations for the Secondary 2, 4 and 5 students on 6, 7, 11, 13 & 14 April. The scores attained in the oral examinations will be counted as part of the End-of-Year Examination. Attendance is compulsory and absence must be supported by a medical certificate.

DATE	STUDENT GROUP	REPORTING TIME
6 April, Wed	CL/ML/TL – 4E5N 3HTL, 4HTL	1430
7 April, Thur	CL – Sec 2 HCL, Sec 2 G2 CL/ML/TL – 4NA, 4NT 4HCL	Sec 2 – 1430 4NA, 4NT – 1500 4HCL – 1545
11 April, Mon	ML/TL – Sec 2 G1, G2, G3, 2 HTL CL – Sec 2 G1 CL (B Syllabus) - Sec 2 and 4	1430
13 April, Wed	CL – Sec 2 G3 (CLA, CLC & CLD) SEC 4 MAKE UP	1430
14 April, Thur	CL – Sec 2 G3 (CLB) SEC 2 MAKE UP	1430

1.6. Good Friday (15 Apr, Fri)

As 15 Apr, Fri, Good Friday, is a Public Holiday, lessons will resume on 18 Apr, Mon.

1.7. 4E5N Internal Oral Examination, English Language (18 Apr, Mon, to 19 Apr, Tues)

The English Language Department will be conducting the 4E5N Internal Oral examinations for the 4E5N students on 18 & 19 Apr. Further details will be issued at a later date.

1.8. Mid-Year Examination & Weighted Assessment

The Mid-Year Examination for our Secondary 4 and 5 students is scheduled to take place from 20 Apr, Wed, to 10 May, Tues.

Lessons will continue for Secondary 1, 2 and 3 students during this period.

Listening Comprehension Pre-Paper for Graduating Classes

The Listening Comprehension Pre-Paper for all graduating classes is scheduled to take place over the following dates:

EL for 4E5N, 4NA & 4NT	MTL for 4E5N, 4NA & 4NT
14 Apr, Thurs	19 Apr, Tues

Mid-Year Examinations

In line with the Ministry’s direction to free up more time for self-directed learning and to develop 21st-century competencies in our students, we will be removing the Mid-Year Examination for our Secondary 2 students. The students will instead be sitting for a Weighted Assessment. Please refer to the table below for the revised test weightings for Secondary 2. The calculations will vary for subjects like Art, Geography, FCE, Music and D&T. You may refer to Annexes A and B for information on these subjects.

Do note that there will be no changes for the **other levels**. Please refer to the table below for the overview of formal assessments and their weighting for 2022.

Level	Term 1	Term 2	Term 3	Term 4
Sec 1	Weighted Assessment 1 (WA1) – 10%	WA2* – 15%	WA3 – 15%	End-of-Year Examination (EOY Exam) – 60%
Sec 2 (Revised)	WA1 – 10%	WA2: 15 – %	WA3 – 15%	EOY Exam – 60%
Sec 3	WA1 – 10%	WA2* – 15%	WA3 – 15%	EOY Exam – 60%
Sec 4 & 5	WA1	WA2: MYE – 30%	Prelim Examination – 70%	

Weighted Assessment 2

Secondary 1, 2 and 3 students will sit for their Weighted Assessment 2 between Weeks 6 and 8. Weighted Assessment 2 will be conducted during timetabled lessons. A schedule will be issued to your son/ward to inform him of the lessons during which the assessments will take place.

1.9. Mother Tongue Language Cultural Fortnight (28 Mar, Mon to 1 Apr, Fri)

The Mother Tongue Languages (MTL) department will be organising the 12th MTL and Cultural Fortnight Programme from 28 Mar, Mon to 1 Apr, Fri for the Secondary 1, 2 and 3 students. The programme promotes the use of MTL and fosters a stronger appreciation for the main ethnic cultures in Singapore.

Name of program	Student group	Time	Date/Day	Venue
Silat	Sec 1 – Sec 3 ML students	2.30pm – 4.30pm	28 March/Mon	School Hall
Chinese Martial Arts	Sec 2 G3 CL students	2.30pm – 4.30pm	30 March/Wed	
Kalari & Silambam	Sec 1 – Sec 3 TL students	3.30pm – 5.30pm	31 March/Thurs	

1.10. Labour Day Holiday (2 May, Mon)

As Labour Day falls on 1 May, Sun, the following Monday (2 May, Mon) will be a school holiday in lieu. Lessons will resume on 4 May, Wed.

1.11. Hari Raya Puasa Holiday (3 May, Tues)

As 3 May, Thurs, is Hari Raya Puasa, a Public Holiday, lessons will resume on 4 May, Wed.

1.12. Marking Day (11 May, Wed)

The school has set aside 11 May, Wed, for teachers to complete the marking of examination scripts. **Students must return to school on 12 May, Thurs** to check their scripts and analyse errors made, in order to make continuous progress in their subjects. On 19 May, Thurs, the marks will be entered into the school's result management system. No amendments will be permitted thereafter.

1.13. Vesak Day Holiday (16 May, Mon)

As Vesak Day falls on 15 May, Sun, the following Monday (16 May, Mon) will be a school holiday in lieu. Lessons will resume on 17 May, Tues.

1.14. Secondary 1 Green Carnival (18 - 26 May, Wed - Thurs)

As part of the Values in Action activities, a Green Carnival will be held on 18, 19, 25 and 26 May for all Secondary 1 students during their recess period. They will learn to be advocates of conservation by focussing on the 3 Rs: reduce, reuse, and recycle. In the process, they will learn about the sustainable use of resources through fun and meaningful activities.

- 1.15. Careers Week for Graduating Students (23 May, Mon to 26 May, Thur)
Careers Week for graduating students will take place from 23 to 26 May. Various polytechnics will be setting up booths at the canteen area during the Sec 4 & 5s' recess times. On 25 May, Wed, students will spend a full day exploring various career and educational pathways, by hearing from various post-secondary institutions as well as volunteers from different career sectors.
- 1.16. Mother Tongue Language (MTL) Intensive Programme (23 May, Mon to 27 May, Fri)
During this period, the Mother Tongue Intensive Programme will be conducted for 4 Exp and 5NA students. The programme prepares students for the MTL 'O' level exam that will take place on 30 May, Mon and 31 May, Tues (for the CLB, MLB and TLB syllabuses).
- 1.17. Learning Journey for Secondary One students (23 May, Mon & 24 May, Tues)
Secondary 1 students will be going on learning journeys to Gardens by the Bay and Lorong Halus Wetlands as part of the Education and Career Guidance Programme. These learning experiences aim to build on the themes of sustainability and water conservation which the students experienced through their River Studies project work. Through the learning journey, students will learn about the importance of water to our nation, and explore careers related to sustainability.
- 1.18. Arts & Design Festival (25 May, Wed & 26 May, Thurs)
Secondary 1 & 2 students will be participating in the annual Arts & Design Fest on 25 May, Wed and 26 May, Thurs. The objectives of this event are to expose students to various arts genres and to cultivate a deeper appreciation for the Arts. Secondary 1 students will learn different forms of Performing Arts such as Mime, Percussion, Dance, etc, while the Secondary 2 students will be exploring Visual and Culinary Arts.
- 1.19. End-of-Term Service (27 May, Fri)
The End-of-Term Service will be held at 10.30 a.m. on the last day of Term 2. Students will be dismissed by 11 a.m. More details will be given via Parents Gateway.
- 1.20. Extended Curriculum for All Graduating Students (30 May, Mon to 6 Jun, Mon)
Extended lessons will be conducted in June for graduating students, as follows:
a) Sec 4NT & Sec 4NA– 30 May, Mon to 2 Jun, Thurs
b) Sec 4E/5NA – 31 May, Tues to 6 Jun, Mon
- A schedule will be provided to your son/ward prior to the end of Term 2. Please note that attendance is **compulsory**.
- 1.21. Mid-year School Holidays (30 May, Mon – 26 Jun, Sun)
School holidays will begin on 30 May, Mon. Students will return to school on 27 Jun, Mon, for the commencement of Term 3.

2. CRITERIA FOR STUDENT PROGRESSION

2.1 Please find the school's criteria for student progression – from one academic level to the next, and for each course – in the table below. This is for reference, as you guide your son/ward in achieving his personal best in school assessments.

Academic Level	Course	Criteria	<i>If criteria not met</i>
Secondary 1	Express	<ul style="list-style-type: none"> • Pass in English Language (EL); and • Overall Percentage $\geq 50\%$ 	Lateral transfer to Secondary 2 Normal (Academic)
	Normal (Academic)	<ul style="list-style-type: none"> • Pass in EL and 2 other subjects; or • Pass in 4 subjects 	<ul style="list-style-type: none"> • Retained at Secondary 1 Normal (Academic); or • Lateral transfer to Secondary 2 Normal (Technical), if deemed more suited for the latter course
	Normal (Technical)	<ul style="list-style-type: none"> • Pass in EL or Maths; and • Pass in 1 other subject 	Retained at Secondary 1 Normal (Technical)
Secondary 2	Express	<ul style="list-style-type: none"> • Pass in EL; and • Overall Percentage $\geq 50\%$ 	Lateral transfer to Secondary 3 Normal (Academic)
	Normal (Academic)	<ul style="list-style-type: none"> • Pass in EL and 2 other subjects; or • Pass in 4 subjects 	Retained at Secondary 2 Normal (Academic)
	Normal (Technical)	<ul style="list-style-type: none"> • Pass in EL or Maths; and • Pass in 1 other subject 	Retained at Secondary 2 Normal (Technical)
Secondary 3	Express	<ul style="list-style-type: none"> • Pass in EL; and • Pass in 2 other subjects 	Retained at Secondary 3 Express
	Normal (Academic)	<ul style="list-style-type: none"> • Pass in EL and 2 other subjects; or • Pass in 4 subjects 	Retained at Secondary 3 Normal (Academic)

	Normal (Technical)	<ul style="list-style-type: none"> • Pass in EL or Maths; and • Pass in 1 other subject 	Retained at Secondary 3 Normal (Technical)

3. SCHOOL POLICY ON STUDENT'S ABSENCE FROM SCHOOL AND LATE-COMING

- 3.1 The school takes a serious view of students' attendance, as absence from school is a key contributing factor to underperformance. Your son/ward's absence from school must be supported with a medical certificate, which is provided upon immediate return to school. Please note that excuse letters from parents/guardians are discouraged and will only be valid if it is for genuine medical reasons or due to extenuating circumstances.
- 3.2 If there is no submission of MC or letter within one week from the day of absence, the student's absence will be marked as "No Valid Reason – Truancy" for the day of absence. Please note that such absences will affect a student's conduct grade.
- 3.3 Students who arrive late to school are to report to the Time Out Room to get a late slip and have their temperature taken before they join their classes. Latecomers will be required to serve up to 2 hours of after-school detention, on the day of late-coming itself. Such after-school detention for late-coming may be rescheduled to another day, only if there is a valid reason to do so.

4. PARENT-TEACHER CONFERENCE FOR TERM 2

- 4.1 Parent-Teacher Conference (PTC) for Sec 1 to 5 students will be held on 27 May, Fri, from 1.00 p.m. to 5.00 p.m.

As part of our school's ongoing efforts to ensure the safety and health of students and staff, the Term 2 Parent-Teacher Conference (PTC) will be conducted by invitation only.

Form Teachers will be contacting parents of selected students to arrange for a meeting slot. Parents attending the PTC will be required to scan the SafeEntry QR Code at the guardhouse.

You may consider the option of a virtual conference with the Form Teacher if you are unable to meet him/her face to face.

4.2 CONFERENCE FOR PARENTS OF GRADUATING STUDENTS

All parents/guardians of graduating students are invited to attend the Conference which will provide key information on post-secondary education, as well as the actions the school is taking to prepare your son/ward for the National Examination. Your son/ward will be present with you at this conference. It will be held via Zoom on 31 May, Tues, from 6pm to 7pm.

Further details on the registration process will be provided via Parents Gateway closer to the date.

4.3 CONFERENCE ON SEC 3 COURSE SELECTION FOR PARENTS OF SECONDARY 2 STUDENTS

All parents and guardians of Secondary 2 students are invited to our Parent Conference on 14 Apr, Thur from 6.00 p.m. to 7.00 p.m. The conference, conducted via Zoom, will provide you with key information on Secondary 3 course selection matters.

Secondary 2 students are required to attend the session with their parents/guardians. Students will be dismissed from their CCA by 5 p.m. that day to allow them to join their parents/guardians for the session. More information will be given via Parents Gateway closer to the date.

5. REINFORCING SCHOOL VALUES AT HOME

- 5.1 To support your child's/ward's growth, you may wish to reinforce two of the school values: Self-discipline and Excellence. You may wish to use the behavioural outcomes listed below to have a conversation with your son/ward or to guide them in their development.

Exemplary Character (Leading Self) - WISE Saints pursue wisdom through a passion for learning, having a healthy sense of wonderment about the world, and active reflection of God-centred values. (Proverbs 2:10-12)	
Self-Discipline A Saint wants to be known for his self-control. He perseveres because he wants to finish well.	Excellence A Saint relentlessly strives to exceed personal best, celebrating high endeavour as its own reward.
Behavioural Outcomes: <ul style="list-style-type: none">- Manages own feelings- Obeys school and class rules- Takes responsibility for own learning- Is punctual- Minds his language- Attends CCA regularly	Behavioural Outcomes: <ul style="list-style-type: none">- Works hard to achieve targets- Takes pride in his work- Assumes leadership in class, CCA & student government

6. ACKNOWLEDGEMENT OF CONTRIBUTIONS

6.1 Our heartfelt appreciation goes out to the following students for presenting during morning assembly and raising our awareness on various issues.

No	Name	Topic Presented	Class
1	Ethan Ng	E-Waste	2 Integrity
2	John Ch'ng Sheng Kai		2 Integrity
3	Ashton Foo		2 Integrity
4	Cheong Ray Fong Juilen		2 Integrity
5	Christian Chua Qi Jun		2 Integrity
6	Javier Lim Jia Sheng		2 Integrity
7	Aidan Ng Huang QiRui		2 Integrity
8	Jake Kong Zit Caie		2 Integrity
9	Gabriel Sng		2 Integrity
10	Mani Lokeshwarna	World Water Day	4SB
11	Labarrere Hugo Kai Wen		4S1
12	Mark Tan Jia Ren	Recycling	4SA
13	Jonas Neo Yuan Hao		4SA
14	Xander Lee Ronn		4SA
15	Ong Soon Rong Jedidiah	Acts of Kindness	1 Thanksgiving
16	Luis Ong Kai Hong		2 Thanksgiving
17	Eng Ming Jun Dylan		3 Thanksgiving
18	Sivaramalingam Senthilnathan		4M
19	Yap Cheng An		3 Empathy

20	Yio Yankai Enzo	Cleaner's Appreciation Week	3 Wonder
21	Tan Jing Kai Ryan		3 Empathy

We look forward to a fruitful Term 2 with you and our boys. Up and On!

Yours sincerely

Mr Lee Han Hwa

Principal

Please see the overview of the termly Weighted Assessments (WA) for Art, Food and Consumer Education and Design & Technology at Lower Secondary levels for 2022. The boys will be briefed on the assessment dates and components by their subject teachers.

Sec 1

Art

WA1	WA2	WA3	WA4 (End of Year Exam)
-	15%	15%	70%

D&T (Semester 1) / FCE (Semester 2)

D&T Semester 1		FCE Semester 2	
WA1	WA2	WA3	WA4
55%	45%	30%	70%

Sec 2

Art

WA1	WA2 (Mid-year Exam)	WA3	WA4 (End of Year Exam)
10%	15%	15%	60%

FCE (Semester 1) / D&T (Semester 2)

FCE Semester 1		D&T Semester 2	
WA1	WA2	WA3	WA4
30%	70%	55%	45%

If your boy is unable to meet any of the submission deadlines for projects in these three subjects or take the practical (for FCE) and written assessments, his absence must be supported with a medical certificate.

If you have further enquiries, please feel free to contact the following teachers:

Art: Subject Head for Art, Ms Joanna Chew (chew_cher_ioanna@moe.edu.sg)
 D&T: Subject Head for D&T, Mr Kwok Sheng Da (kwok_sheng_da@moe.edu.sg)
 FCE: HOD for Aesthetics & Design, Mrs Irene Ng (loi_cheng_li@moe.edu.sg)

Annex B

Please see the overview of the termly Weighted Assessments (WA) for Geography and History at Lower Secondary levels for 2022. The boys will be briefed on the assessment dates and components by their subject teachers.

Sec 1**Geography**

T1 WA1	T2 WA2	T3 WA3	T4 WA4
GI Process (15%)	GI Product (15%)	Class Test (10%)	RGI (10 %) EOY (50%)

History

T1 WA1	T2 WA2	T3 WA3	T4 WA4
Class Test (10%)	HI Indiv (15%)	HI Group (15%)	EOY (60%)

Sec 2**Geography**

T1 WA1	T2 WA2	T3 WA3	T4 WA4
GI Process (15%)	GI Product (15%)	Class Test (10%)	RGI (10 %) EOY (50%)

History

T1 WA1	T2 WA2	T3 WA3	T4 WA4
HI (10%)	Class Test (15%)	Class Test (15%)	EOY (60%)

If your son is unable to meet any of the submission deadlines for projects and written assessments, his absence must be supported with a medical certificate.

If you have further enquiries, please feel free to contact the following:

Geography: Subject Head for Geography, Mrs Daphne Ang (wong_phui_yeng@moe.edu.sg)

History: HOD for Humanities, Mr Koh Yong Mong (koh_yong_mong@moe.edu.sg)