



05 July 2019

Dear Parents / Guardians

Notification of School Matters and Events

As part of the school's regular communication with parents, I would like to share some key school matters and upcoming events.

20th Anniversary Gala Concert and Dinner

Woodgrove Secondary School 20th Anniversary Gala Concert and Dinner will be held on **04 Sep 19 (Thu)** evening in the school hall. The event will be a home-coming for some of our ex-staff and alumni as we gather to celebrate 20-year milestone of the school.

Term 3 Public Holidays / School Holidays

Your child/ward does not need to attend school on the following dates in Term 3:

Date	Reason
08 Jul 19 (Mon)	Scheduled school holiday for Youth Day
09 Aug 19 (Fri)	National Day
12 Aug 19 (Mon)	Public Holiday in lieu for Hari Raya Haji on 11 Aug 19 (Sun)
06 Sep 19 (Fri)	Scheduled school holiday for Teachers' Day

Term 3 Early Dismissal

Your child/ward will be dismissed early on the following dates in Term 3:

Date	Dismissal Time	Reason
23 Jul 19 (Tue)	12.45 pm	GCE O Level Mother Tongue Listening Comprehension Examination
08 Aug 19 (Thu)	10.30 am	National Day Celebration
04 Sep 19 (Wed)	12.45 pm	Preparation for 20 th Anniversary Gala Concert and Dinner
05 Sep 19 (Thu)	12.15 pm	ACES Day and Teachers' Day Celebration

Activation of Parents Gateway

We would like to reiterate the importance to download and activate the Parents Gateway mobile app by end July so that you can be kept informed of and provide necessary consent on school-based activities for your children via a one-stop portal. Your account will also enable you to have an overview of activities for your children in different schools.

With effect from **01 Aug 19 (Thu)**, official notification of school-based activities will be disseminated to parents only via Parents Gateway as the sole platform. Teachers will continue to communicate with parents through phone conversations if deemed necessary.

Individualised Student Details Report Updating Exercise

Your child/ward would have received a personalised copy of Individualised Student Details Report (ISDR) from the Form Teachers as part of Semester 2 Updating Exercise. Please conduct a thorough check on ALL the details indicated in the form, in particular, the contact details and medical records. Please update the necessary changes, sign on the form and submit it back to the Form Teachers together with supporting documents (if any) by **09 Jul 19 (Tue)**.



QR Code for School Website



WOODGROVE SECONDARY SCHOOL

A SCHOOL OF CHOICE. A COMMUNITY OF DYNAMIC LEARNERS

4E/5N English Listening Comprehension Preliminary Examination

Your child/ward will be taking his/her English Listening Comprehension Preliminary Examination on **05 Aug 19 (Mon)** from 3 pm to 4 pm.

4E/5N Preliminary Examination

The 4E/5N Preliminary Examination will start on **28 Aug 19 (Wed)**. The schedule and the instructions to students are attached for your reference. We hope you will supervise your child's/ward's learning and encourage him/her to excel.

Please be informed that any absence from the examination must be supported by a medical certificate. Otherwise, your child/ward will be awarded zero for the paper he/she missed. Students who are absent with valid reason (e.g. medical certificate) will have their SA marks reflected as Valid Reason (VR). There will be no re-sitting for any papers. Students who are late for the examination will not be given any additional time.

Please note that **20 Sep 19 (Fri)** is the Marking Day and your child/ward need not report to school. Regular lessons will resume on **23 Sep 19 (Mon)**.

SPRINT

The operating hours of the school library will be extended till 8 pm on the following Mondays and Wednesdays in Semester 2 to provide a conducive environment for graduating students to do self-revision:

	Mondays	Wednesdays
SPRINT	22 Jul, 29 Jul, 05 Aug, 19 Aug, 26 Aug, 30 Sep	10 Jul, 17 Jul, 24 Jul, 31 Jul, 07 Aug, 14 Aug, 21 Aug, 28 Aug, 01 Oct

Please note that the attendance for SPRINT is optional for graduating students.

ACES Day and Teachers' Day Celebration

The school reporting time for your child/ward on **05 Sep 19 (Thu)** is 8 am. As part of the ACES Day activities, all classes will have Sports Education Programme in the morning and this will be followed by Contact Time with Form Teachers. Your child /ward will be dismissed at 12.15 pm on that day.

I look forward to your continued support in our school programmes as we work together to help our child/ward to do well in their learning.

Yours sincerely

Mr Chee Chit Yeng
Principal



Staff Well-Being



President's Award
for the Environment
2011



Eco-Schools
Silver Award



ASEAN
ECO-SCHOOLS AWARD
2015



QR Code for
School Website



ASSESSMENT RULES AND REGULATIONS

1. Students must be in the assessment room **ten minutes** before the start of each paper. Students who report **later than 15 minutes** after the start of a paper will only be allowed to take the assessment with the approval of the Principal or the Key Personnel in charge of the assessment. No additional time will be given to latecomers.
2. Students must be **properly attired** in school uniform and follow school rules as usual.
3. **Absolute silence** must be observed at all times in the Assessment venue.
4. Students are to be seated according to their class register numbers. Students may change their seats only with the permission of the invigilator.
5. All bags, books, files and any other reference materials are to be left in the front of the assessment room. Students found in possession of any books, telecommunication devices or any unauthorized electronic devices or notes on or in their desks shall be considered to have retained them for the purpose of cheating and will face serious disciplinary action.
6. Students are **strongly encouraged** to use transparent pencil case. Any students who are not using transparent pencil case have to place their stationeries on their desk and leave their pencil case in their bag / on the floor under their desk.
7. Students are not allowed to use correction tape/fluid during assessment.
8. Students are not allowed to communicate or borrow any items from other students during the assessment. Any such attempt is deemed an attempt to cheat and students will be awarded a **zero mark** for the paper.
9. Only writing paper, drawing paper and graph paper provided by the invigilator may be used in the assessment.
10. Students are not allowed to leave the assessment venue before the end of the paper without special permission and without submitting their answer scripts.
11. Disciplinary action will be taken against students who obtain assistance from and/or offer assistance to other pupils during the assessment.
12. Students are not allowed to remove any used or unused writing paper from the assessment room.
13. **Students who are absent for the assessment due to illness must inform the school by telephone (Admin Office Tel No: 68932564) on the day of the assessment by 8.00am. They must also produce medical certificates failing which they will be given a zero mark for that particular paper.**
14. Students who disregard any of the above rules, may be suspended from the whole assessment.



Woodgrove Secondary School
O Level Preliminary Examination 2019
Timetable

Sec 4E/5N - Classroom

Date	4E				5N			
	Subject	Duration	Classes	Time	Subject	Duration	Classes	Time
28 Aug (Wed)	Sc (Phy/Chem) Practical	1h 30min	4E3, 4E4	Shifts to be confirmed	Sc (Phy/Chem) Practical	1h 30min	All	Shifts to be confirmed
29 Aug (Thu)	Pure Chem Practical	1h 50min	4E1, 4E2	Shifts to be confirmed				
30 Aug (Fri)	Pure Bio / Pure Phy Practical	1h 50min	4E1, 4E2	Shifts to be confirmed				
2 Sep (Mon)	EL P1	1h 50min	All	8.00 - 9.50	EL P1	1h 50min	All	8.00 - 9.50
	Break (55 min)				Break (55 min)			
	A Math P2	2h 30min	4E1, 4E2(39), 4E3(21)	10.45 - 13.15	A Math P2	2h 30min	5N1(12)	10.45 - 13.15
3 Sep (Tue)	EL P2	1h 50min	All	8.00 - 9.50	EL P2	1h 50min	All	8.00 - 9.50
	Break (55 min)				Break (55 min)			
	SS	1h 45min	All	10.45 - 12.30	SS	1h 45min	All	10.45 - 12.30
4 Sep (Wed)	Pure Bio P2	1h 45min	4E1(20), 4E2(17)	0800 - 09.45	Sc Phy P2	1h 15min	All	08.00 - 09.15
	Pure Phy P2	1h 45min	4E1(19), 4E2(23)	0800 - 09.45				
	Sc Phy P2	1h 15min	4E1(1), 4E3, 4E4	08.00 - 09.15	Break (1 h 25 min)			
	Break							
	Geog Elect	1h 40min	All	10.40 - 12.20	Geog Elect	1h 40min	All	10.40 - 12.20
16 Sep (Mon)	Pure Chem P2	1h 45min	4E1(39), 4E2	8.00 - 9.45	Sc Chem P3	1h 15min	All	8.00 - 9.15
	Sc Chem P3	1h 15min	4E1(1), 4E3, 4E4	8.00 - 9.15	Break (1 h 30 min)			
	Break							
	A Math P1	2h	4E1, 4E2(39), 4E3(21)	10.45 - 12.45	A Math P1	2h	5N1(12)	10.45 - 12.45
17 Sep (Tue)	Math P2	2h 30min	All	8.00 - 10.30	Math P2	2h 30min	All	8.00 - 10.30
	Break (1 h)							
	Pure Bio P1	1h	4E1(20), 4E2(17)	11.30 - 12.30				
	Pure Phy P1	1h	4E1(19), 4E2(23)	11.30 - 12.30				
18 Sep (Wed)	Math P1	2h	All	8.00 - 10.00	Math P1	2h	All	8.00 - 10.00
	Break (1 h)				Break (1 h)			
	D&T	2h	4E4(20)	11.00 - 13.00	D&T	2h	5N1(3), 5N2(8)	11.00 - 13.00
	F&N	2h	4E4(15)	11.00 - 13.00	F&N	2h	5N1(2), 5N2(6)	11.00 - 13.00
	Art	3h	4E3(5)	11.00 - 14.00	Sova Art	2h	5N1(2), 5N2(3)	11.00 - 13.00
	Sova Art	2h	4E3(13)	11.00 - 13.00				
19 Sep (Thu)	Pure Chem P1	1h	4E1(39), 4E2	8.00 - 9.00	Sc P/C P1	1h	All	8.00 - 9.00
	Sc P/C P1	1h	4E1(1), 4E3, 4E4	8.00 - 9.00				
20 Sep (Fri) Marking Day								

Information to parents and students:

1. From Wed 28 Aug to Fri 30 Aug, students who are not sitting for Science practical examinations must report to school for lessons as usual.
2. From Mon 02 Sep to Thu 19 Sep, students must report to school by 7.30 am for flag-raising ceremony and will be dismissed after their last paper for the day.
3. Fri 20 Sep is Marking Day – students do not need to report to school.
4. Students will report to school from Mon 23 Sep onwards by 7.30 am for checking of exam scripts and normal lessons.