



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)**.



Staff Well-Being



President's Award for the Environment 2011



Eco-Schools Silver Award



ASEAN ECO-SCHOOLS AWARD 2015



QR Code for School Website



WOODGROVE SECONDARY SCHOOL

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4N English Listening Comprehension Preliminary Examination

Your child/ward will be taking his/her English Listening Comprehension Preliminary Examination on the following dates:

Class	Date	Time
4T1	22 Jul 19 (Mon)	12.45 pm to 1.45 pm
4N1, 4N2	24 Jul 19 (Wed)	3 pm to 4 pm



4N Preliminary Examination

The 4N Preliminary Examination will start on **05 Aug 19 (Mon)**. The schedule and the instructions to students are attached for your reference.



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 **19 Aug 19 (Mon)** is the Marking Day and your child/ward need not report to school. Regular lessons will resume on **20 Aug 19 (Tue)**.



SPRINT

The operating hours of the school library will be extended till 8 pm on the following Mondays and Wednesdays 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



OUTSTANDING SEAA RECIPIENT 2012

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



ACES Day and Teachers' Day Celebration (05 Sep 19)

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.



Eco-Schools Silver Award

Yours sincerely

Mr Chee Chit Yeng
Principal



ASEAN
ECO-SCHOOLS AWARD
2015



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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
2019 N Level Preliminary Exam**

Time Table

Updated as of 12 Jun 2019

SEC 4NA/NT

Venue : Hall / Comp Lab / Classroom

Date	4NA			4NT		
	Subject	Duration	Classes	Subject	Duration	Classes
5 Aug (Mon)	EL P1	1h 50min	All	EL P1	1h 15min	All
	EL P2	1h 50min	All	EL P2	1h 20min	All
6 Aug (Tue)	SS	1h 45min	All	Basic MT P1	50min	All
	MT P1	2h	All	CPA P3	1h 30min	All
7 Aug (Wed)	Geog Elect	1h 40min	All	Math P2	1h 30min	All
	MT P2	1h 30min	All	CPA P2	1h 30min	All
13 Aug (Tue)	Sc Chem P3 & P4	1h 15min	All	Basic Sc P2	1h 15min	All
	A Math P2	1h 45min	4N1(21)			
14 Aug (Wed)	Math P2	2h	All	Math P1	1h 30min	All
15-Aug (Thu)	Sc Phy P1 & P2	1h 15min	All	CPA P1	1h 15min	All
	Math P1	2h	All	EBS	1h 30min	4T1 (15)
16 Aug (Fri)	A Math P1	1h 45min	4N1 (21)	D&T	1h	4T1 (8)
	D&T ('N' Syllabus)	1h 30min	4N1(5), 4N2 (11)	Basic Sc P1	1h	All
	D&T ('O' Syllabus)	2h	4N1 (4)			
	F&N	1h 30min	4N1 (4), 4N2 (16)			
	Art	3h	4N1 (9), 4N2 (14)			
19 Aug (Mon)	Marking Day					

Information for parents and students :

1. Throughout the examination period, students must report to school by 0720hr for flag raising ceremony.
2. Students are released after their last paper for the day.
3. 19 Aug 2019 (Monday) is designated as the Marking Day, students do not need to report to school.
4. Students will report to school from 20 Aug 2019 (Tuesday) onwards by 0730hr for checking of exam scripts.

**Duration of CPA P2 & P3 are 1h 30m but invigilators are required to remain till stipulated time so as to assist in collection of answer scripts and thumbdrives, etc.*

Timetable prepared by : Exam Committee Approved and vetted by : Principal Mr Chee Chit Yeng

Signature :

Date : 29-May-19