



林景中学

**WOODGROVE SECONDARY SCHOOL**

*A School of Choice. A Community of Dynamic Learners.*

18 January 2019

Dear Parents / Guardians

## Notification of School Matters and Events

As we start our new academic term, I would like to take the opportunity to share with you on (1) key school matters, (2) our achievements and good news and (3) upcoming events.

### (1) Key School Matters

#### 20<sup>th</sup> Anniversary Celebration

Woodgrove Secondary will be celebrating her 20<sup>th</sup> Anniversary in 2019. As part of our year-long celebration, the school will be organising activities such as School Carnival on 13 Apr (Sat) and a Gala Concert and Dinner on 4 Sep (Wed). We have engaged our students to develop our very own school cheer and theme song to mark this occasion. We look forward to your support in all our school events.

#### Assessment Policy and Guidelines

In line with MOE's changes to move away from focussing too much on examinations and grade and to help students to develop the joy of learning:

- For 2019 Secondary 1 and 3 cohort, there will be no Mid-Year Examinations for them as we want to free up more time for students during these transition years to adjust to the increase curriculum demands, such as taking on new subjects.
- For all levels, the school has removed common tests in Term 1 and 3. Termly weighted assessments will be used to gauge students' learning progress.

For more details on assessment and weightings, please refer to page 122 of the Student Handbook 2019.

To support their learning, all students are expected to attend school on a daily basis. Students are to be punctual for school, including all lessons and all activities. Students who are absent from school due to illness are to present a Medical Certificate issued by a doctor. On days where assessment is conducted, we seek your understanding and cooperation in the implementation of the following guidelines:

- Our students' health and well-being is our top priority. A student who is ill is not encouraged to stay in school for assessments. Parents of the affected student will be contacted to bring their child/ward home and consult a doctor if necessary. If a medical certificate is issued, students should rest at home for the full duration stated in the Medical Certificate (MC).
- If a student is absent for an assessment because of illness, he/ she needs to submit a Medical Certificate (MC). The school will arrange for a re-sitting of missed class tests within five school days. However, there will be no make-up/re-sit arrangements for Mid-Year Examination and End-of-Year Examination.
- If a student is absent for any semestral assessment (Mid-Year Examination and End-of-Year Examination) without an official reason, together with the submission of the supporting documentation, a zero mark will be awarded.



QR Code for School Website



*Distinctive Programmes: Community Youth Leadership | Materials Science For Sustainable Living*

3 Woodlands Avenue 6. Singapore 738990

Tel: +65 6893 2564 | Fax: +65 6893 4458 | <http://www.woodgrovesec.moe.edu.sg/>



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### Handphone & Electronic Devices Policy

Handphones have become an important mode of communication especially when students spend long hours in school. To ensure a conducive environment for teaching and learning, students must understand their responsibility towards themselves and others when using handphones/electronic devices.

Students can only use their handphones/electronic devices before morning assembly, recess, lunch break and after the last period of curriculum time. Handphones/electronic devices are to be switched off or put on silent mode and kept in the bags during examinations/tests, lessons and co-curriculum time. Disciplinary actions will be taken against students who violate the handphone/electronic usage rules and their handphones/electronic devices will be confiscated.

For more details on the school's handphone and electronic device policy, please refer to the Code of Conduct printed on page 20 and 21 of the Student Handbook 2019.

### Traffic Management Related Information

The school would like to thank all parents for exercising patience and consideration when driving in and out of the school during the peak hours of 6:45 a.m. to 7:25 a.m. Kindly note that the front gate will be closed at 7:25 a.m. to facilitate the school's flag raising ceremony. We would appreciate if you could continue to adhere to instructions by school personnel directing the traffic and obey all traffic rules. The speed limit within the school premises is 15 km/h.

If you intend for your child to cycle to school, your child would need to collect a consent form from the general office. Once your child has been given approval to cycle to school, he/she should wear the appropriate protective gear (i.e. helmets and paddings) as well as use bicycles adhering to LTA regulations.

### Recess and Lunch Break

To ensure the well-being of our students, the school has introduced 2 breaks (recess and lunch break) from Monday to Thursday for all classes in 2019.

## **(2) Achievements and Good News**

### 2018 Overseas Learning Journeys

The school organised 3 Overseas Learning Journeys for around 100 Secondary 3 students in November last year. Participating students had rich learning from their overseas experiences in Hong Kong (Sports Trip), Chiang Mai (ALP Trip) and Vietnam (Service Learning Trips). The school will be organising Overseas Learning Journeys for the current Secondary 3 students in 2019. The details of the trips will be given to Secondary 3 parents and students in March.

### Release of 2018 GCE N level results (17 Dec 18)

The school has done well in this examination. Our 4N(A) cohort has done very well. The percentage of 4N(A) students eligible for promotion to Secondary 5N(A) is higher than national average. Our 4N(T) cohort has also done the school proud. The percentage passes for almost all their subjects are better than the national average.



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### Secondary 1 Orientation Programme (02 Jan 19 to 08 Jan 19)

Secondary 1 cohort experienced a week of fun-filled orientation programmes (SOAR) from 2 Jan (Wed) to 8 Jan (Tue) to help them forge friendships with their peers as well as to familiarise themselves with their new learning environment. A campfire was held on 4 Jan (Fri) evening where the newest members of the Woodgrove Family performed for their peers, parents and teachers.

### Release of 2018 GCE O level results (14 Jan 19)

Woodgrovers have done well in this examination. The percentage of students with passes in at least 3 subjects is comparable with the national average. The percentages of passes and distinctions for most subjects are also comparable with national average.

### Secondary 4E/5N COACH (21 Jan 19)

Our 'O' Level classes will start their COACH on 21 Jan (Mon). The schedule of semester 1 COACH has been printed at the back of this letter. You can refer to the school website for the COACH schedule.

## **(3) Upcoming Events**

### Chinese New Year Celebration (04 Feb 19)

The school will be having our Chinese New Year Celebration on 04 Feb (Mon). Students are expected to report to school at 7:20 am on that day and they will be dismissed at 10 am. Students who do not turn up for school will need to produce a valid medical certificate. Please note that students are not required to attend school on 05 Feb (Tue) and 06 Feb (Wed). School will resume on 07 Feb (Thu).

### Sec 4/5 Meet the Parent Session (08 Mar 19)

The school will be inviting parents of Secondary 4/5 students to attend a Meet the Parent Session on 08 Mar (Fri). The details of the event will be given to Sec 4/5 classes and their parents in mid February.

### Cross Country (15 Mar 19)

The annual cross country will be on 15 Mar (Fri). The details of the event will be given to parents and students in late February.

I look forward to our continued partnership as we work together to realise the Woodgrove Education outcomes for each child in the school.

Yours Sincerely

Mr Chee Chit Yeng  
Principal  
Woodgrove Secondary School



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