



26 March 2019

Dear Parents / Guardians

## Notification of School Matters and Events

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

### (1) Key School Matters

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

Woodgrove Secondary School 20<sup>th</sup> Anniversary Carnival will be held on **13 Apr (Sat)** from 8:30 am to 4 pm. Your child / ward will only need to be present during his / her shift duty timings to help out at the class booth. Form Teacher will inform your child / ward on his / her respective duty timing and roles. The official opening time for the public is at 10 am. You are invited to join us for the carnival. We seek your utmost support for this event.

#### Term 2 Public Holidays

Your child / ward does not need to attend school on the following dates.

Date	Remarks
19 Apr (Fri)	Good Friday
01 May (Wed)	Labour Day
20 May (Mon)	Public Holiday in lieu for Vesak Day on 19 May (Sun)

### (2) Achievements and Good News

#### Co-Curricular Activities (CCA) Achievements

Our CCA groups have done the school proud by achieving good results in their respective competitions:

- National Police Cadet Corps attained Gold for 2018 NPCC Unit Overall Proficiency Award.
- Red Cross Youth achieved Gold Award for the 2018 Excellent Unit Award.
- B Division Basketball Girls was placed 2<sup>nd</sup> in the North Zone Competition.
- B Division Basketball Boys came in 4<sup>th</sup> in the North Zone Competition.

### (3) Upcoming Events

#### Speech Day

Our annual Speech Day will take place on **13 Apr (Sat)** as the school celebrates the achievements that our students and staff have attained for the past one year.

#### Co-Curriculum Activities (CCAs) Stand Down

CCA stand-down for all levels will take place on **22 Apr (Mon)**. Our graduating students are not required to attend their CCAs after the stand-down. CCAs will resume for Secondary 1 to 3 students on **16 May (Thu)**.



Eco-Schools Silver Award





# WOODGROVE SECONDARY SCHOOL

A SCHOOL OF CHOICE. A COMMUNITY OF DYNAMIC LEARNERS

## Secondary 2 and 4/5 Mid-Year Examinations

Secondary 2 and 4/5 Mid-Year Examinations will take place from **06 May (Mon)** to **13 May (Mon)**.

The schedule of the Mid-Year Examinations and the instructions to Students are attached for your reference. The topic coverage and assessment format for the examination can be found on the school website under communication with parents on **22 Apr (Mon)**. 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 **14 May (Tue)** is the **Marking Day** and your child/ward need not report to school. Regular lessons will resume on **15 May (Wed)**.

We would like to wish your child/ward all the best for the above examinations.

## Secondary 4/5 Study Skill Workshop

The school will be organising a Study Skill Workshop for all graduating classes on 16 May (Thu) from 3 pm to 6 pm.

## 4E and 5N(A) Mother Tongue Intensive Programme

Secondary 4E and 5N(A) classes will be having Mother Tongue Intensive Programme from **21 May (Tue)** to **31 May (Fri)** to prepare students for their Mid-Year GCE O Level Mother Tongue Papers. Students will be sitting for their Mother Tongue Examinations and Chinese Language Syllabus B Examination on **03 Jun (Mon)**.

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



Staff Well-Being



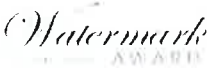
PEOPLE DEVELOPMENT



President's Award  
for the Environment  
2011



OUTSTANDING SFAA RECIPIENT 2012



LOTUS  
SCHOOLS  
GREEN  
AUDIT  
AWARD



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.



QR Code for School Website

Woodgrove Secondary School  
Mid-Year Examination 2019  
Timetable

Updated on 17/1/19

Sec 4E/5N - Hall  
Sec 4NA/NT - Classroom

Date	4E/5N				4NA				4NT			
	Subject	Duration	Classes	Time	Subject	Duration	Classes	Time	Subject	Duration	Classes	Time
6/5 (Mon)	EL P1	1h 50min	All	8.00 - 9.50 Break (55m)	EL P1	1h 50min	All	8.00 - 9.50 Break (55m)	EL P1	1h 15min	All	8.00 - 9.15 Break (1h30min)
	EL P2	1h 50min	All	10.45 - 12.35	EL P2	1h 50min	All	10.45 - 12.35	EL P2	1h 20min	All	10.45 - 12.05
7/5 (Tue)	Geog Elect	1h 40min	All	8.00 - 9.40 Break (1h5m)	Geog Elect	1h 40min	All	8.00 - 9.40 Break (50m)	Math P2	1h 30min	All	8.00 - 9.30 Break (1h)
	Pure Chem P2	1h 45min	4E1, 4E2	10.45 - 12.30	Sc (Chem)	1h 15min	All	10.30 - 11.45	EBS	1h 30min	4T1 (15)	10.30 - 12.00
	Sc (Phy) P2	1h 15min	4E3, 4E4, 5N	10.45 - 12.00	P3 & P4							
8/5 (Wed)	SS	1h 45min	All	8.00 - 9.45 Break (1h)	SS	1h 45min	All	8.00 - 9.45 Break (1h)	Basic Sc P2	1h 15min	All	8.00 - 9.15
	A Math P2	2h 30min	4E1, 4E2, 4E3(21), 5N1(14), 5N2(2)	10.45 - 13.15	A Math P2	1h 45min	4N1 (21)	10.45 - 12.30				
9/5 (Thu)	Math P2	2h 30min	All	8.00 - 10.30 Break (1h)	Math P2	2h	All	8.00 - 10.00	Math P1	1h 30min	All	8.00 - 9.30
	Pure Bio P2	1h 45min	4E1(20), 4E2(17)	11.30 - 13.15								
	Pure Phy P2	1h 45min	4E1(20), 4E2(22)	11.30 - 13.15								
	Sc (Chem) P3	1h 15min	4E3, 4E4, 5N	11.30 - 12.45								
10/5 (Fri)	Math P1	2h	All	8.00 - 10.00 Break (1h)	Sc (Phy)	1h 15min	All	8.00 - 9.15	Basic Sc P1	1h	All	8.00 - 9.00
	Pure Chem P1	1h	4E1, 4E2	11.00 - 12.00	P1 & P2							
13/5 (Mon)	Pure Bio P1	1h	4E1(20), 4E2(17)	8.00 - 9.00	Math P1	2h	All	8.00 - 10.00	CPA P1	1h 15min	All	8.00 - 9.15
	Pure Phy P1	1h	4E1(20), 4E2(22)	8.00 - 9.00								
	S (P/C) P1	1h	4E3, 4E4, 5N	8.00 - 9.00								
Marking Day												

Information to parents and students:

1. Throughout the examination period, students must report to school by 0730hr for flag-raising ceremony.
2. Students are released after the last paper for the day.
3. 14/5/19 (Tue) is designated as the Marking Day, students do not need to report to school.
4. Students will report to school from 15/5/19 (Wed) onwards by 0730hr for checking of exam scripts.