



# ST ANDREW'S SCHOOL

23 December 2024

Dear Parents/Guardians,

Greetings from all of us at St Andrew's Secondary School, and we wish you a blessed year ahead. We welcome our Saints back to school and extend a special warm welcome to our secondary one boys and their parents/guardians.

We are happy to furnish you with the following key information for the start of the year:

1. Key Events in Term 1
2. 2025 School Terms and Holidays
3. School-based Assessment
4. Saint-Parent-Teacher Conference for Term 1
5. Reinforcing Social Skills at Home
6. Strengthening School-Home Partnership
7. Use of Students' Images in School-related Communications
8. Dropping-off of Students in School

## 1. KEY EVENTS IN TERM 1

### 1.1 2025 First Day of School (2 Jan, Thu)

School starts at 8 a.m. Students are required to report to school by **7.50 a.m.** in full school uniform (button-up shirt and school shorts or pants), with their school badges pinned.

The **full school uniform with tie** is compulsory on Mondays, on the first day of school (on 2 Jan) and for the Beginning of Term Service (on 3 Jan) unless otherwise informed.

Students will assemble in the school courtyard for morning assembly on Monday, Tuesday, and Wednesday; they will report to their classrooms for morning assembly on Thursday and Friday.

### 1.2 Beginning of Term Service & Secondary 1 Crossover Ceremony (3 Jan, Fri)

It is our tradition to begin the new academic year by committing the school, both staff and students, to the Lord's care. Parents/Guardians of secondary one students are cordially invited to watch the Beginning of Term Service and Secondary 1 Crossover on **3 Jan, Fri at 8.00 a.m.** at the school field. All other parents are also welcome.

### 1.3 **Secondary 1 Orientation Programme (2 Jan, Thu - 7 Jan, Tue)**

The Secondary 1 Orientation Programme will take place on 2, 3, 6 and 7 Jan.

**3 Jan, Fri** will be Parents Day. On this day, the official Badge Pinning ceremony and briefings for parents will take place in the school hall. We invite all parents/guardians of secondary one students to join us in the special ceremony.

Information on CCA selection will be provided during the CCA briefing on 3 Jan. Below is the summary schedule:

CCA Display: 6 Jan (Mon)  
CCA Exploration: 6 Jan (Mon) - 14 Feb (Fri)  
CCA Selection: 10 Feb (Mon) - 14 Feb (Fri)  
CCA Allocation: 17 Feb (Mon) - 21 Feb (Fri)  
Release of Allocation Results: 21 Feb (Fri)  
CCA Official Start-date for Sec 1: 24 Feb (Mon)

Further details will be disseminated through the Parents Gateway.

### 1.4 **National Digital Literacy Programme Briefing for Secondary 1 Parents (3 Jan, Fri)**

There will be a briefing for secondary one parents on Blended Learning and the purchase of Personal Learning Device (iPad) on **3 Jan, Fri** during the Secondary 1 Parents Day.

### 1.5 **Deployment of new MOE DMA for iPad Personal Learning Device (15 Jan, Wed)**

MOE will be installing a new DMA (Jamf) on the students' iPads, so that they can be better supported in their use of technology to enhance their learning in a safe and effective digital learning environment, both in school and at home.

The new MOE DMA for iPad will be deployed to all 2025 Secondary 2 to Secondary 5 students on **15 Jan, Wed**, starting at 2 p.m. The exact schedule will be given to students closer to the date of installation. A factory reset is required, and your child/ward should have backed up his data prior to deployment day. Failure to do so may result in unnecessary delays to the onboarding process.

### 1.6 **Tech Goodness It's Friday (TGIF)**

Home-based learning will be conducted on TGIF. In line with the Ministry's guidelines, TGIF will be scheduled on odd week Fridays in our school. Please refer to the schedule below for the specific dates for Term 1. On TGIF days, students need not report to school. Instead, students will log on to the Student Learning Space (SLS) for specific instructions and tasks for the day. Students will be assigned work for a maximum of four subjects a day, to take into consideration factors such as curriculum time for all subjects and the nature of assignments given.

Week 1: 10 January  
Week 3: 24 January  
Week 5: 7 February  
Week 7: 21 February  
Week 9: 7 March

## 1.7 Programmes for Saints Development

Our students will be involved in an array of activities at the start of the term. Details of the level activities will be disseminated through Parents Gateway.

Level	Activities
Secondary 1	Orientation Programme, Parents Day and CCA Display
Secondary 2	Careers Exploration Day, Cohort Learning Journey
Secondary 3	Strengths Profiling Workshop and Coaching, Cohort Camp
Secondary 4 and 5	Healthy Lifestyle Programme and Polytechnic Open House

## 1.8 Weighted Assessment 1 (3 Feb, Mon – 6 Mar, Thu)

To guide our boys in achieving their personal best, Secondary 1 to 5 students will sit for the Weighted Assessment 1 (WA1) from **3 Feb, Mon to 6 Mar, Thu**. A detailed schedule will be furnished in due course.

## 1.9 Chinese New Year (29 Jan, Wed – 30 Jan, Thu)

The school will be closed during Chinese New Year on **29 Jan, Wed** and **30 Jan, Thu**. On Chinese New Year's Eve, school will be dismissed at **10.10 a.m.** Lessons will resume after Chinese New Year on **31 Jan, Fri**.

## 1.10 Mother Tongue Language Fortnight (10-13 Mar & 24-27 Mar, Mon-Thu)

To provide students with opportunities to be immersed in an environment conducive to the learning and active usage of MTL and also the appreciation of the culture associated with the language, the annual Mother Tongue Language Fortnight will be organised on **10 to 13 Mar, Mon to Thu**, and **24 to 27 Mar, Mon to Thu**. Secondary 1 to 3 students offering Chinese, Malay and Tamil Languages, including Higher MTL and MTL 'B' syllabuses, will be involved in language programmes during curriculum time and as after-school activities. These programmes are fully subsidised by MOE and compulsory for students to attend. More information will be provided closer to the date.

## 1.11 Competitions and National School Games

In preparation for the competitions and games that will take place, we would like parents and guardians to partner us in guiding your son/ward in managing his time and having a fulfilling all-rounded experience in school.

## 1.12 End-of-Term Service (14 Mar, Fri)

End-of-Term Service will be on **14 Mar, Fri, at 10.50 a.m.** School will end by 11.10 a.m.

## 1.13 Term 1 Break (15 Mar, Sat to 23 Mar, Sun)

School holidays will begin on **15 Mar, Sat**. Students will return to school on **24 Mar, Mon** for the commencement of Term 2.

## 2. 2025 SCHOOL TERMS AND HOLIDAYS

2.1 Please refer to the URL for the 2025 school terms and holidays:

<https://www.moe.gov.sg/news/press-releases/20240812-school-terms-and-holidays-for-2025>

## 3. SCHOOL-BASED ASSESSMENT

3.1 As part of the education system's move to strike a better balance between academic rigour and the joy of learning, mid-year examinations have been removed for all levels. Formative assessment tools will continue to be used to gauge the learning progress of our boys and develop their strengths.

3.2 Please see the table below for an overview of formal assessments and their weighting for 2025. Do note that for some subjects (e.g., Food and Consumer Education, Design and Technology), the weighting for graded assessments may differ from the indicated norm. In such instances, your son/ward will be briefed by his subject teacher. A whole-year assessment plan will be issued to all students and parents in due course.

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	WA1: 10%	WA2: 15%	WA3: 15%	EOY Exam: 60%
Sec 3	WA1: 10%	WA2: 15%	WA3: 15%	EOY Exam: 60%
Sec 4 & 5	WA1: 15%	WA2: 15%	Prelim Examination: 70%	

## 4. SAINT-PARENT-TEACHER CONFERENCE FOR TERM 1

4.1 A Saint-Parent-Teacher Conference for Secondary 1 to 5 students will be held on **28 Mar, Fri, between 8.00 a.m. and 12.00 p.m.** The conference will be conducted face-to-face, and your son/ward will be sharing his progress in school with you. More information will be provided closer to the date.

## 5. REINFORCING SOCIAL SKILLS AT HOME

5.1 As part of our ongoing effort to nurture positive behaviour in our students, build grit and foster stronger bonds of friendship amongst the students, you may wish to reinforce these social skills that will give your son/ward a strong start to the school year: *Completing Homework Well*, and *Participating in Activities*. Your support will go a long way in ensuring our boys apply the skills taught in and beyond school.

5.2 Key steps for 'Completing Homework Well' are as follows:

- 1) Find out the homework for today.

- 2) Ensure you take the required materials home.
- 3) Begin your homework without delay.
- 4) Focus. Do it well. Finish it! *Remember to put down, switch off or walk away from distractions.*
- 5) Keep completed homework in your school bag.

5.3 Key steps for 'Participating in Activities' are as follows:

- 1) Politely ask to join a group (e.g., say 'May I join you?').
- 2) Ask what role you can play (e.g., say 'How can I help?').
- 3) Do your part well. Cooperate with others. *If unsure, ask for help or feedback.*
- 4) Praise others' contributions. Thank them for what they have done.

## 6. STRENGTHENING SCHOOL-HOME PARTNERSHIP

6.1 We seek the kind understanding of all parents/guardians to contact our teachers via email for non-urgent matters. The teachers' email addresses are available on the school website for ready reference. Please be informed that our teachers are not expected to provide their personal phone number to parents.

6.2 Should you need to contact the teachers urgently, please call our school's office at **62851944**. The teachers may be contacted during the weekdays from 8.00 a.m. to 6.00 p.m. They are also not expected to respond to parents' and students' queries during the weekends except for emergencies. We seek your gracious consideration to allow our teachers personal space and rest time on weekends and weekday evenings.

6.3 Further to the above, the teachers may only be able to respond on the next working day if they were not contactable or unable to access their email promptly during the day or if the queries and/or requests were made beyond the stipulated hours.

6.4 Attached to this letter is a copy of MOE's *Refreshed Guidelines for School-Home Partnership* that we hope you will find useful.

### 6.5 Official Video Conferencing Platforms for Online Engagement

With effect from 1 January 2025, Microsoft (MS) Teams and Google Meet will be used as the official video conferencing platforms for online engagement with parents. Parents who are using MS Teams for the first time may be prompted to install the application on their personal devices.

## 7. USE OF STUDENTS' IMAGES IN SCHOOL-RELATED COMMUNICATIONS

7.1 Through participation in school activities or external competitions, students may be photographed from time to time. The school shall be granted full rights to such images and accompanying use of names, and other visual content or material for display on school-related communications (e.g., website, school magazine, publicity materials).

7.2 Parents of students who wish to **opt out** of participating in school-related communications may do so in writing by **24 Jan, Fri**, via [sass@moe.edu.sg](mailto:sass@moe.edu.sg). To best attend to your request, please state 'Attn to: Ms Megan Ling (HOD/MTL)' in the subject line.

## 8. DROPPING-OFF OF STUDENTS IN SCHOOL

- 8.1 The school will not be issuing 'Drive-Through Only' car labels to parents. Parents dropping off their children may do so at the school foyer's drop-off area in the morning. We seek your understanding that **no parking** is permitted on the school premises. For your child's safety, please refrain from allowing him to alight along the main road.

Together with my colleagues, we look forward to partnering you to nurture every Saint to be a Servant Leader who brings life to the nations. Thank you and have a blessed 2025. Up and On!

Yours in partnership,

Mr Lee Han Hwa  
Principal