



Vision: Passionate Learners, Principled Leaders, Grateful Citizens.
Mission: Care. Lead. Inspire. Partner. (CLIP)
Values: GratITUDE, Respect, Ingenuity, Trustworthiness, Grit.

HS PC 2022 Issue 1

January

Dear Parent/Guardian,

Happy New Year! We hope you had the opportunity to engage with your child/ward in many fruitful and meaningful ways. We would also like to extend a very warm welcome to the parents of our Secondary 1 students in being part of the HS Family!

1. Staff Movements

- 1.1 This year, we welcome our new Vice-Principal, Mr Tay Yuan Zhuang. Mr Tay was formerly from Yishun-Innova Junior College and he will work closely with all of us at Hougang Secondary to provide a holistic education to our students. We look forward to partnering the parents in this brand new 2022.

We are pleased to welcome the following new staff who are posted to the school. We look forward to working with them and tapping on their expertise to provide the best for our students.

Name	Designation
Ms Carmen Cheng Sze Mei	HOD/MT
Mr Aaron Yeo Sze Yong	Teacher/POA
Ms Siti Nurbaya Binte Rameh	Teacher/SS
Ms Jennifer Teo	Teacher/Art
Mr Lee Teck Kooi	Teacher/Math
Ms Nur Adilah Binte Jasman	NIE Trainee/E Lit and EL (3 Jan to 8 Mar)
Mr Ezra Toh Ren Yi	NIE Trainee/PE (21 Feb to 6 May)
Ms Norhayati Bte Mohd Ismail	Student Welfare Education Officer (1 April)
Mdm Norhalijah	Lab Assistant

- 1.2 This year, we say goodbye to our Vice-Principal, Mrs Yoong Jin Ing. She is leaving HS as she has retired on 31 December 2021. Mrs Yoong started her teaching career in 1982 in Raffles Junior College. Between 1982 and 2011, she had taught in four JCs, went to MOE HQ and was the Vice Principal of Siglap Secondary School. Mrs Yoong was posted to HS as a Vice-Principal in 2012. In these nine years, Mrs Yoong has

made significant contributions to HS. She was instrumental in helping the school attain its Best Practice Awards for Teaching & Learning, Character & Citizenship Education, Student All-Round Development and the School Distinction Award. Mrs Yoong takes great pride in the work she does, sets high standards for herself and others. We thank Mrs Yoong for being part of the HS Family and we wish her all the best.

We would also like to bid farewell to the following staff and thank them for their contributions to HS. We wish them all the best in their future endeavours

Name	Designation
Mr Sunny Ng	HOD PE / CCA
Ms Tan Yi Na	HOD Pupil Management
Mr Tan Weiliang	SH Student Leadership
Ms Chua Ke Ying	Teacher/Math
Ms Poh Qiuyan	Teacher/CL
Mr Edward Tan	Teacher/History & SS
Mr Louis Koh	Teacher/Physics & Math
Mr Benjamin Tan	Teacher/Physics & Math
Miss Sarah Jane Lee	Teacher/E Lit & EL
Miss Valerie Chua	Teacher/SS & EL
Mr Andre Yeo	Teacher/EL
Mdm Jaime Tan	Teacher/Math
Ms Melissa Lim	Teacher/Science
Mdm Huang Yu Ping	Teacher/CL
Mr Eugene Ng Jui Lian	Teacher/D&T
Mr James Goh	Teacher/Biology
Ms Nurul Hakin	AED T&L/PE
Miss Lim Yan Ling	Youth Worker
Mdm Rafidah	Lab Assistant

2. School Structures and Programmes

2.1 Principal-Meets-Parents (PMP) Sessions and CCA E-Open House

The PMP Session and CCA E-Open House for Secondary 1s will be held on Saturday, 8 January 2022 in a virtual setting. Parents are strongly encouraged to attend the CCA E-Open House via the school's website with their child to know

more about the school's CCA programme and to guide their child in deciding his/her CCA choices.

PMP sessions for Secondary 2, 3, 4 and 5s will be held on Saturday, 22 January 2022. All parents are strongly encouraged to attend the session held online.

Information on the above sessions will be given via Parents Gateway. Parents could indicate their attendance by submitting their reply by the deadline.

2.2 (a) Blended Learning

Blended Learning (BL) is part of MOE's efforts to further develop our students' ability to be self-directed, passionate and lifelong learners. As part of BL, in HS, Home-Based Learning (HBL) days will be scheduled once a fortnight on even week Wednesdays starting from Term 1 for Secondary 1, 2, 3, 4 and 5 students to complement teaching and learning in school.

- For Secondary 1, 2, 3, 4 and 5 students, Term 1 HBL Days on even week Wednesdays are as follows: 12 January, 26 January, 9 February, 23 February, 9 March.
- On HBL Days, Secondary 1 to 5 students will follow the school's timetable for Wednesday, from 7.30 am to 1.30 pm, including the Recess period which will serve as a break for the students.
- To engage students in different modes of learning, teachers will leverage on digital platforms e.g. SLS, Google Classroom. You may refer to this link: <https://hougangsec.moe.edu.sg/quick-links/hbl-bl> for the schedule (based on the timetable) and subject-specific instructions.

(b) Student-Initiated Learning (SIL) on HBL days

As part of Blended Learning, there will also be an emphasis on student-initiated learning, whereby dedicated time and space will be provided to allow students to exercise agency, explore their interests and passions, and learn within and beyond the curriculum, as part of their student's development experience.

HBL Days will be less structured than a typical school day to provide students scope to exercise self-directed learning, and will comprise time for both curriculum coverage and student-initiated learning as shown below.

Structure of a HBL Day

	Curriculum Coverage	Student-Initiated Learning (SIL)
Duration	5 hours	1 hour
Location	Curriculum is designed for completion at home.	At home
Format	Asynchronous	Areas can include one of the following: <ul style="list-style-type: none"> • Physical/ Healthy Living • Aesthetics • Self-Development • Life skills etc.
Requirement	To complete all work given.	To ensure following through of their SIL plan in a safe learning environment.

SIL by Levels

Level	When	Remarks
Secondary 1 and 3	Term 1 to Term 3	
Secondary 2	Term 1 to Term 3	In Term 2, SIL will stop after 13 Apr (Week 4) and resume in Term 3 Week 2 (6 Jul)
Secondary 4 and 5	Term 1 to Term 2	Last session is on 13 Apr (Week 4)

All Secondary 1 to 5 students will start to plan their SIL with advice from their Character Coaches from Term 1 Week 2 (12 Jan) onwards. A notification via Parents Gateway will be sent in Term 1 Week 10 (9 Mar) for your consent of your child's/ward's SIL plan so that they can start to work on realising their SIL plan.

We seek your understanding and support to ensure that all expenses incurred from your child's/ward's choice of SIL activities will not be reimbursed by the school. Please ensure that they ask for your permission if they wish to sign up for any courses or workshops.

2.3 Start of CCA and Trial

CCA sessions will be held on every Tuesday and Friday, starting from 11 January 2022 for Secondary 2 to 5 students. CCA trials will be held on 14, 18 and 21 January 2022 for Secondary 1 students to try out the CCAs before they submit their choices. More details on the CCA trials will be shared via School Website.

3. Examination Matters

3.1 2021 GCE 'N' Level Results

The 2021 4NA and 4NT cohorts have also done us proud by **achieving value-added results** at the GCE 'N' Level Examinations.

Secondary 4 Normal Academic	
Subjects with value-added results	English Language, Mathematics, Principles of Accounts, Humanities, Science (Chemistry, Physics), D&T and F&N
Eligibility for PFP	15.9 %
Eligibility for DPP	75.6 %
Eligibility for 5NA	82.9 %
Secondary 4 Normal Technical	
Percentage of students with at least 3 'N' level passes	89.4 %

4. Parent Support Group (Updates)

4.1 Volunteering as a PSG Member

Parents of Hougang Secondary School are welcomed to volunteer as PSG members. You may find out more on the website <https://hsspsg.blogspot.com/> or email the PSG EXCO at hss.psg@gmail.com

4.2 Upcoming Key PSG Activities

1. Secondary 1 Transition Workshop & PSG Meeting
2. R3 Camp

More details will be shared in due course.

5. **Administrative Matters**

5.1 Daily Temperature-taking

In line with the school's efforts to safeguard the health of students, temperature-taking measures will continue.

All students, except Sec 1 students, are required to bring a usable oral digital thermometer (ODT) to school on **Tuesday, 4 January 2022** onwards. Sec 1 students will be issued ODTs on 04 January by the school. Temperature-taking will continue in students' respective classrooms.

Students who have lost or misplaced their ODTs or if the ODT is currently unserviceable, a new ODT must be purchased.

Students who are unwell must not attend school, and must see a doctor and rest at home for the duration of their medical certificate.

5.2 Update of Parents' Contact Information

The school needs to have parents' latest contact information to maintain close communication and for use during emergency.

Hence, students will be given the contact information that the school currently has. Parents are requested to verify if the information is correct and submit it (with information edited, if necessary) to your child's Character Coaches by **Monday, 10 January 2022**.

5.3 School Smart Cards (For Secondary One Students)

Please note that all students entering Secondary 1 in January 2022 will be issued new Secondary level School Smart Cards (SSC). The cards will be issued to the students in due course.

While waiting for their Secondary level SSCs to be ready, students can continue to use their Primary level SSCs for concessionary travel till end April 2022. Students can still purchase the Bus Concession Pass (BCP) using their Primary level SSCs but they would need to purchase the BCP for Secondary School students.

6. **Pupil Management Matters**

6.1 Attendance

Regular school attendance is important for students to learn well. Any student who is unwell and unable to attend school is required to obtain a medical certificate from a registered doctor to validate his/her absence from school. He/she should submit the medical certificate to the Character Coach the following school day. Students who do not produce the necessary documents to account for his/her absence will be subjected to disciplinary action.

6.2 Punctuality

The school constantly seeks to inculcate sound values in our students and the need to be punctual for school is one such value. Students who are late for school for two or more occasions are required to serve detention after school on the same day, during which, they will engage in self-study or reading. All students required to serve detention must do so on the actual offence date regardless of involvement in competitions, tuition classes, remedial sessions and CCAs. Recalcitrant offenders who do not respond positively to the school's intervention measures may face other disciplinary actions such as in-school/home suspension or caning.

6.3 MOE Safe Management Measures (SMM)

The five principles of SMM will remain relevant to prevent potential transmission risk in school:

1. Practise social responsibility
2. Practise good personal hygiene
3. Minimize intermingling
4. Decongest venues as far as possible
5. Maintain safe distancing where possible

To reduce transmission risks, the school will uphold the following safe management measures to keep our students safe:

(A) School Arrival and Dismissal

The teachers will screen their students for flu-like symptoms in class, and enquire if any of their household members exhibit flu-like symptoms. Parents are strongly encouraged to alert the Character Coaches if their child in HS has tested positive for Covid-19 or has received a Health Risk Warning (HRW).

All students are required to wear a face mask to school at all times except during eating and drinking or when involved in activities such as running and exercise workouts with safe distancing.

Students are expected to report directly to their classrooms upon reaching school. Students should also go home directly after school and not loiter in the school premises or public spaces. The dismissal times will be staggered to reduce sustained intermingling amongst students of different levels. The dismissal times for Term 1 are as follows:

	Monday, Tuesday and Thursday	Wednesday	Friday
Sec 1	2.40pm	1.30pm	12.30pm
Sec 2	2.45pm	1.35pm	12.35pm
Sec 3	2.50pm	1.40pm	12.40pm
Sec 4 & 5	2.55pm	1.45pm	12.45pm

(B) Trace Together (TT) Token

Students should have their TT Token with them in school to facilitate accurate contact tracing. While the TT App serves the same function as the TT Token and students can use the TT App, students may not have access to their mobile phones

all the time during lessons or outdoor activities. As such, students are strongly encouraged to bring the TT Token to school for ease of contact tracing.

(C) Safety in Classroom

Students will continue to practise frequent hand-washing throughout the school day and wipe-down of tables and shared equipment after use.

The school will also continue to implement safe-distancing measures. Students are to sit at fixed exam-style seating in classrooms. Small group discussions of up to five students will be allowed while keeping to the fixed seating plan.

Once daily temperature taking would hence remain as a policy for all levels due to the following reasons:

- a. Students stay in the school for a long duration each day compared to members of public entering public venues (e.g. malls).
- b. It provides a level of screening and deterrence to ensure that unwell students stay at home.

(D) Safety during Recess-based Activities

Students should observe designated seating arrangement and follow the queue markers in the canteen to maintain safe distancing. Secondary 1 classes will have their recess at the canteen. Secondary 2,3,4 & 5 classes will have their recess in their own classrooms.

Students are strongly encouraged to pack food from home or bring lunch boxes for recess and snack break.

(E) Guidelines on Personal Hygiene

Hand-washing with soap will be more effective in eliminating germs than using hand sanitisers. Good hygiene habits (e.g. not touching eyes, nose and mouth without proper handwashing) should continue to be practised.

Regular use of hand sanitisers may dry the skin. They should be used when hand soap and water are not readily available for hand-washing. Should students develop a skin allergy/rash due to the hand sanitiser, they should stop using it and inform their parents or teachers. All classrooms will be equipped with sanitisers.

All the above safe management measures will continue until otherwise advised, pending the national posture in response to the COVID-19 situation. For updates on the COVID-19 situation, you can visit moh.gov.sg or sign up at go.gov.sg/whatsapp to receive the latest information via WhatsApp.

6.4 Mobile Phone and Electronic Devices

In order for effective teaching and learning to take place, we need to set boundaries for our students. Mobile phones/electronic devices may be used only during these timings:

- Before 7.30 am
- During recess time (restricted to the canteen and the foyer area only)
- After the last period of the formal curriculum time

We would like to emphasize that our students are to switch off their mobile phones and any other electronic devices during curriculum time. If students are using the TraceTogether App, mobile phone must be kept on silent mode. The mobile phones

are to be kept in the bags. Mobile phones/electronic devices should also be kept out of sight and switched off/kept on silent mode during the change-over of lessons and while students are walking along the corridor.

If the mobile phone policy is violated, the mobile phone/electronic device will be confiscated and kept under lock and key in the General Office. **Confiscated handphones/electronic devices will be returned only after 5 school days.**

6.5 Maintaining good behaviour at all times especially when in school uniform

The school places great emphasis on inculcating in our students good habits like using time prudently. As such, we would like to emphasize that students are not to loiter and misbehave in the neighbourhood after school. We urge you to strongly advise your child to behave appropriately at all times especially while he/she is in school uniform.

6.6 Attire and Grooming

The school's grooming and attire policy is one that is aimed at educating Hougeans to look smart, decent and presentable at all times. Having proper attire and grooming is an outward expression of the students being ready to learn. It is also important to the school as it signifies the pride that students have for themselves and the school. To up keep the above intent, grooming and attire check are carried out periodically throughout the year.

If the students' grooming and attire is not appropriate, a grace period of 2 days will be given for rectification with a follow-up check. Students who fail the follow-up check will be sent home to have the grooming issue rectified and parents will be informed.

6.7 Implementation of Snack Break

There will be a 10-minute snack break on Monday, Tuesday and Thursday between 9.00-9.10am to enhance students' well-being. Students may bring light and healthy snacks from home to consume in class during the break. Some examples of such snacks are sandwiches, muffins, fruits such as apples and bananas and energy bars. As a whole-school effort, the students will take ownership in ensuring good hygiene practices to keep their classrooms clean and conducive for learning.

7. **Communication with Teachers**

7.1 In line with the Ministry of Education's Five-Day Work Week, parents are encouraged to respect teachers' personal time and space. Teachers can be contacted during weekdays between 7:30am and 6pm. They are not expected to respond to parents'/ students' queries during weekends or after 6pm on weekdays except for emergencies.

All teachers' email addresses are available on the school's website for parents' convenience. Parents can also contact the General Office (tel. 63851990) for further assistance.

7.2 Contact of Key Personnel

Should you have queries on the matters listed in this newsletter, please contact the following Key Personnel in-charge:

Items	Key Personnel (Designation)	Contact Number (Extension)
2.1	Mdm Lim Choon Ling (YH)	6372 6653 (Ext: 653)
2.2(a)	Mr Javen Gwee (HOD/ICT)	63726655 (Ext: 655)
2.2(b)	Mdm Lim Choon Ling (YH) Miss Serina Tan (AYH)	6372 6653 (Ext: 653) 63726668 (Ext : 216)
2.3	Miss Jazreel Toh (SH/CCA)	63726668 (Ext: 210)
4	Ms. Li Huilin (SH/Humanities)	63726668 (Ext: 213)
5	Mdm. Jolin Chang (Administration Manager)	6372 6646 (Ext. 646)
6	Mr Elangovan V Muthoo (HOD/ Pupil Management)	63726652 (Ext. 652)