



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

## HS PC 2022 Issue 2

March

Dear Parent/Guardian,

Welcome back to the new school term! We hope your child/ward was able to rest and recharge during the short break.

### 1. Staff Movements

- 1.1 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
Miss Nur Adilah Binte Jasman	Teacher / English Literature and English Language
Mrs Gloria Tan	Teacher / Humanities (from 3 Feb)
Mr Benjamin Tan	NIE Teacher / Science (28 Mar – 22 Apr)
Miss Sarah Jane Lee	NIE Teacher / English Language (28 Mar – 22 Apr)
Miss Valerie Chua	NIE Teacher / Humanities (28 Mar – 22 Apr)
Miss Shanice Seah	NIE Teacher/ English Language (28 Mar – 22 Apr)

- 1.2 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 Jeffrey Yoong	School Staff Developer
Ms Jennifer Teo	Teacher / Art
Mdm Rohani Ahmad	Teacher / Malay Language
Mr Francis Lee	Teacher / Mathematics

### 2. School Structures and Programmes

#### 2.1 CCA Stand-Down

The last day of CCA for Sec 2 students in Semester 1 is 12 April 2022 and CCA sessions will resume after the Mid-Year Examinations. For Sec 1 and 3 students, CCA will continue as per normal as they do not have Mid-Year Examinations.

For graduating students, they would have officially stood down from CCA after 11 March 2022 and will not be required to attend CCA sessions thereafter. However, there are some graduating students who are representing the school in National School Games (NSG). These students will stand down from their CCA sessions once their commitments end.

## 2.2 Extra Curriculum Time (ECT) for Secondary 4/5 students

To support the graduating classes in their preparation for National Examinations this year, ECT will start from 21 March 2022 to 27 May 2022 for 4NA/NT classes. ECT will take place from 22 March 2022 to 27 May 2022 for 4E/5N classes.

Note that sessions will be cancelled if they fall on a public holiday, on the eve of exam days, on exam days, on early dismissal days due to school events and on days where level programmes have been organised for students (Oral Exams, Workshops, Interclass games etc). A detailed timetable will be sent via PG.

## 2.3 Blended Learning

Term 2 HBL Days on even week Wednesdays are as follows:

For Secondary 1 and 3 students: 30 March, 13 April, 27 April and 11 May 2022.

For Secondary 2, 4 and 5 students: 30 March and 13 April 2022.

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.

## 2.4 HS Speech Day 2022

The school will be celebrating HS Speech Day on Wednesday, 13 April 2022.

As the event would be on a Home-Based Learning Day, only Sec 1 – Sec 4/5 Award winners and selected Student Leaders will be required to report to school for the event at 8.30am. The event will be broadcast to the school via an online platform from 9am. Further details will be provided closer to the event date.

## 2.5 Education and Career Guidance (ECG)

Students have been given the following links during Goal-setting lesson in Term 1 Week 5. You may like to explore the links with your child to help them plan for their ECG pathways or future careers.

Courses in Post-Sec Institutions (Entry Requirements):

<https://www.moe.gov.sg/coursefinder>

Careers / Industries (Articles & Videos)

<https://www.myskillsfuture.gov.sg/content/student/en/secondary/world-of-work/industry-landscape.html>

# 3. **Examination Matters**

## 3.1 National Examination Dates

Please refer to the table below for the dates which the national examinations will be held. Your child is expected to refer to the entry proof for details of his/her own examination. Please refer to the SEAB website for details of the national examination schedules. (<https://www.seab.gov.sg/home/#>)

## **GCE 'O' LEVEL EXAM DATES**

<b>Oral Examination</b>	
CLB / MLB / TLB (Mid-Year)	Wed, 6 July
CL / ML / TL	Thu, 7 July – Mon, 18 July
EL	Thu, 21 July – Mon, 1 August
HCL / HML / HTL	Mon, 15 August – Fri, 19 August
Foreign Languages	Thu, 22 September – Mon, 3 October
CLB / MLB / TLB (Year-End)	Mon, 26 September
<b>Listening Comprehension (LC)</b>	
CL / ML / TL	Tue, 5 July (pm)
CLB / MLB / TLB (Mid-Year)	Tue, 5 July (pm)
EL	Fri, 14 October (pm)
CLB / MLB / TLB (Year-End)	Fri, 14 October (pm)
<b>Practical Examination</b>	
Higher Music / Music Performing	Tue, 27 September – Fri, 30 September
Science	Mon, 3 October – Thu, 13 October
<b>Written Examination</b>	
Mid-Year CL/ML/TL	Mon, 30 May (am)
Mid-Year CLB/MLB/TLB	Tue, 31 May (am)
End of Year Exam	Mon, 17 October – Mon, 14 November

## **GCE 'N' LEVEL EXAM DATES**

<b>Oral Examination</b>	
EL Syll A, EL Syll T	Tue, 12 July – Mon, 18 July
CL / ML / TL, BCL / BML / BTL	Wed, 3 August – Mon, 5 August
<b>Listening Comprehension (LC)</b>	
EL Syll A	Mon, 12 September
BCL / BML / BTL	Mon, 12 September
EL Syll T	Tue, 13 September
CL / ML / TL	Tue, 13 September
<b>Practical Examination</b>	
Computer Applications	Tue, 20 September Thu, 22 September
<b>Written Examination</b>	
End of Year Exam	Wed, 14 September – Wed, 21 September
	Mon, 3 October – Thu, 13 October

3.2 No Mid-Year Examination for Secondary 1 and 3 Students

Normal lessons will take place for all Secondary 1 and 3 students between 27 April and 13 May 2022.

3.3 Mid-Year Examination for Secondary 2 Students

Please refer to the table below for the schedules of the Mid-Year Examination for the Secondary 2 students:

22 April	English Language Oral Examination
14 & 18 April	Mother Tongue Language Oral Examination
28 April	English Language Written Examination
27 April	Mother Tongue Language Written Examination
6 May – 13 May	Examinations for all other subjects

3.4 Mid-Year Examination for Secondary 4 and 5 Students (4NT, 4NA, 4E and 5NA)

Please refer to the table below for the schedules of the Mid-Year Examination for the Secondary 4 and 5 students:

Secondary 4 Express and Secondary 5 Normal Academic

20 April	English Language Oral Examination
25 and 28 April	Mother Tongue Language Oral Examination
27 April	Mother Tongue Language Written Examination
28 April	English Language Written Examination
6 May – 13 May	Examinations for all other subjects

Secondary 4 Normal Academic

21 April	English Language Oral Examination
25 and 28 April	Mother Tongue Language Oral Examination
27 April	Mother Tongue Language Written Examination
28 April	English Language Written Examination
6 May – 13 May	Examinations for all other subjects

Secondary 4 Normal Technical

27 April	Mother Tongue Language Written Examination
28 April	English Language Written Examination
29 April	Mother Tongue Language Oral Examination
6 May – 13 May	Examinations for all other subjects

3.5 Marking Day

Tuesday, 17 May 2022 is Marking Day for teachers. As such, all students need not report to school.

**4 Post-Examination Matters**

4.1 Post-Examination Programme

A. Secondary 1 to 3

Post-exam activities will be carried out from Tuesday, 18 May 2022 to Thursday, 26 May 2022. More information will be sent via PG at later date.

B. Secondary 2 Adventure Camp (Day Camp)

The Secondary 2 Adventure Camp will be held from Monday, 23 May 2022 to Wednesday, 25 May 2022. More information will be sent via PG at later date.

C. Secondary 4/5

Intensive Mother Tongue and coursework preparation will take place from Monday, 23 May 2022 to Friday, 27 May 2022.

4.2 Parents-Teachers Meet (PTM) for Secondary 1 – 5

PTM will take place for all students on the Friday, 27 May 2022. More information will be sent via PG at later date.

4.3 June holidays Extended Curriculum Time (ECT)

The graduating students (non-coursework) will be required to attend lessons held during the first week of the June school holidays, 1 to 3 June, 2022. Students who are involved in coursework will continue to come to school till 7 June 2022.

## 5 **Pupil Management Matters**

5.1 Punctuality

The school constantly seeks to inculcate sound values in our students and being 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.

5.2 MOE Safe Management Measures (SMM)

In line with the national implementation of streamlined COVID-19 SMMs in the five parameters: group size, mask-wearing, workplace requirements, safe distancing and capacity limits, SMMs for schools will be guided by the same broad parameters.

(A) Mask Wearing

Students are required to remain mask-on at all times except:

- o when participating in specific mask-off activities
- o if there are pertinent medical conditions
- o when eating and drinking

(B) Being Socially Responsible

Students should be socially responsible. Those who are unwell should stay at home and seek medical treatment, if necessary. 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 Notice (HRN). Students should test ART negative each day if they are on Health Risk Notice (HRN) before entering the school.

(C) School Arrival and Dismissal

School dismissal will no longer be staggered from Term 2. All students will be dismissed at 2.40pm on Mondays, Tuesdays and Thursdays. On Wednesdays, students will be dismissed at 1.30pm and on Fridays at 12.30pm.

(D) Trace Together (TT) Token

Students should have their working 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.

(E) Wipe Down Routine

Students will continue their personal hygiene habits and wipe-down routine of tables and shared equipment after use.

(F) Group Size

Small group discussions of up to five students will be allowed in school.

(G) Temperature-Taking Exercise

With effect from Term 2, daily temperature-taking will be reduced to once a term. For Term 2, we will be conducting temperature-taking on the first day of school.

(H) Safety during Recess-based Activities

Students should observe designated seating arrangement by class 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.

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](http://moh.gov.sg) or sign up at [go.gov.sg/whatsapp](http://go.gov.sg/whatsapp) to receive the latest information via WhatsApp.

### 5.3 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 TT 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.**

### 5.4 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.

### 5.5 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.

#### CCA T-shirt

In response to students' feedback, from Term 2, Secondary 1 to 5 students will be allowed to wear their approved CCA T-shirts on Tuesdays with school pants/skorts if they have no PE lessons. Students who have PE on that day will continue to report to school in their PE attire and then change into their CCA T-shirts during snack break, recess or after 2.40pm. Students who do not wish to wear their CCA T-shirts are expected to be in school attire according to their respective class timetables.

Exceptions apply during school and national examinations:

- Students are to wear full School uniform/School Polo-Ts on days with internal and national examinations.
- For Secondary 4 and 5 students, they will resume wearing full School uniform/School Polo-Ts from 1 August 2022.

#### 5.6 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.

### **6. Communication with Teachers**

- 6.1 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.

## 6.2 Contact of Key Personnel

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

<b>Items</b>	<b>Key Personnel (Designation)</b>	<b>Contact Number (Extension)</b>
2.1	Miss Jazreel Toh (SH/CCA)	63726668 (Ext: 210 )
2.2 & 4.3	Mr Chow Poh Boon (HOD/Math)	63726661 (Ext: 661)
2.3	Mr Javen Gwee (HOD/ICT & Data Management)	63726655 (Ext:655)
2.4	Mr Mohamed Fahizel s/o M Egueyamarec (HOD/A&T)	6372666 (Ext: 660)
2.5, 3.6 & 5.5	Mrs Lee Yu Zhen (HOD/CCE)	63726654 (Ext: 654)
3.1 to 3.5	Mdm Chitradevi (HOD/EL & Lit) [National Exams]	63726663 (Ext: 663)
	Mr Mohamed Fahizel s/o M Egueyamarec (HOD/A&T) [School Exams]	6372666 (Ext: 660)
4.1A	Mr Alfred Choo (SH Innovation) [Secondary 1 to 3 Post Exam Activities]	63726668 (Ext: 214)
4.1B	Muhamad Hashim Bin Abdul Majid (ST PE) [Secondary 2 Adventure Camp]	63726668 (Ext: 216)
4.1C	Ms Carmen Cheng (HOD/MTL) [Secondary 4/5 Intensive Mother Tongue]	63726665 (Ext: 665)
	Mr Mohamed Fahizel s/o M Egueyamarec (HOD/A&T) [Secondary 4/5 Coursework]	63726653 (Ext:653)
4.2	Mdm Lim Choon Ling (Year Head) [Parents-Teachers Meet (PTM) for Secondary 1 – 5]	
5.1, 5.3, 5.4 & 5.6	Mr Elangovan V Muthoo (HOD/ Pupil Management)	63726652 (Ext. 652)
5.2	Ms Jesmine Chung (VP)	63851990