



Outram Secondary School

3 York Hill, S168622. Tel: 6733 4077. Fax: 6235 2337.
E-mail: oss@moe.edu.sg Website: <http://www.outramsec.moe.edu.sg>

Vision: Learners for Life. Leaders of Integrity. Contributors with Compassion
Values: Sense of Belonging. Perseverance. Integrity. Responsibility. Innovative. Teamwork.

2 January 2024

LTP/01/2024

Dear Parents/ Guardians

Letter to Parents – Term 1 2024

Warmest greetings to you! I would like to take this opportunity to thank all parents and guardians of our Outramians for the strong partnership and support for your child/ward throughout 2023.

The new year ushers in a fresh slate of renewed opportunities and exciting learning experiences. To our new Secondary 1 students and parents/ guardians, we would like to extend a warm welcome to you as you embark on the exciting journey with our Outram family, and I wish everyone a good start to 2024!

We would like to update all parents/ guardians on various school matters and activities for the first term of school.

1. Updates on Staff Movements

We would like to welcome the following new staff who have joined the school from January 2024:

1	Mr Koh Siak Peng	HOD/Science
2	Mr Chew Kia Sheng	HOD/PE&CCA
3	Mr Irwan Haerman Bin Tomin	HOD/Special Projects
4	Mdm Shireen Shoba Stephen	ST/Educational Support
5	Ms Aqilah Binte Juma'in	SH/Student Leadership & Well-Being
6	Mr Samuel Ng Aik Siong	SH/Educational Support





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7	Miss Mok Peck Yim	Teacher (Music & History)
8	Mr Kenny Tan	ECG Counsellor

At the same time, we would like to bid a fond farewell to the following outgoing staff and thank them for their service and many contributions to the school:

Ms Chen Ping Xin	HOD/Mother Tongue Languages
Mr Roderick Lim	SH/Student Leadership
Mdm Tan Geok Hoon	Master Teacher/Chinese Language
Mr Freddie Chan	SH/Physical Education (Ag)
Ms Gladys Lim	Teacher (Geography/English Language)
Mr Azaac Tan	Teacher (Chemistry/Biology)
Ms Charmaine Loke	Teacher (English Language/Literature)
Ms Chow Wai Yi	Teacher (History/English Language)
Ms Nurul Nadhirah	Teacher (Mathematics/Science)
Ms Woo See Wei	Teacher (English Language/ Retail Operations)
Ms Isabelle Teo	Teacher (Literature/English Language)
Mr Bernard R S Nair	Teacher (English Language/Social Studies)
Ms Lee Ai Li	Teacher (Chemistry/Computer Applications)
Ms Li Jia Yi (wef Feb 2024)	Senior Special Needs Officer





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Information for Secondary 4 and 5:

2. Secondary 4 and 5 Polytechnic Open House Visits

As part of the Education and Career Guidance Programme, we would like the Secondary 4 and 5 to have an insight into their tertiary education. To prepare them for their next journey after secondary school, we have scheduled visits for the Secondary 4 and 5 students to attend open houses at Republic Polytechnic and Ngee Ann Polytechnic on the 4 and 5 January respectively.

Information for All Levels:

3. Character Values for Term One – Responsibility & Teamwork

In line with the school's values and character education, we would like to emphasise two key school values: Responsibility & Teamwork. We hope that our students will appreciate the vital role these values play in their character development and their lives.

4. Registration of Parents Gateway

The school posts official letters to parents, announcements, activities and forms such as the travel declaration, on Parents' Gateway. Please ensure that you have downloaded the app on your phones so you may access important information concerning your child(ren)/ ward(s)' learning and development in school. You may download the app at the Apple AppStore or Android Play Store. Please also access this website <https://pg.moe.edu.sg/> for more information.

This letter and other official announcements are also available on the school website. Please access <https://www.outramsec.moe.edu.sg/parents-and-students/Parents/> for more information.





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5. Updating of Student Particulars and Contact for Queries

At the start of Term One, your child(ren)/ ward(s) will be given a form to update his/her(their) personal particulars. For any changes in particulars during the year, please update the school in a timely manner by informing the Form Teachers of your child(ren)/ ward(s). Alternatively, forms are available at the General Office and upon request. In addition, for any clarifications on school matters, please contact your child(ren)/ ward(s)' Form Teacher or the school by phone or in person. All enquiries are welcome.

6. Consent for School's Use of Photographs and/or Videos

Please be informed that photograph(s) and/or video image(s) of students and parents may be captured during school activities and events such as classroom lessons, CCA, school camps, school concerts, etc. The school may use and publish such photographs and/or video recordings in school publications, websites, social media channels and other communication channels.

Should you have any reservations about the school's use of your child(ren)/ ward(s)' photographs or videos, please inform your child(ren)/ ward(s)' Form Teacher(s) so we can take appropriate action to safeguard their personal information.

7. Safe Management Measures (SMMs)

The school will continue to ensure that prevailing safe management measures (SMMs) are in place to keep our students safe, including:

- Visual screening and temperature-taking of individuals
- Observance of high standards of hygiene

All students should bring their personal Oral Digital Thermometers (ODT) to school every day. Please note that there will be a *Temperature-Taking Exercise (TTE_x) on Wednesday, 10 January 2024 morning*. Please ensure that your child(ren)/ ward(s) has (have) a **working thermometer**.





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We seek parents/guardians' support to keep schools a safe environment for students. If your child/ward is unwell, please ensure that he/she stays at home and seeks medical attention if necessary. If your child is recovering from respiratory-related illnesses, please encourage him/her to exercise social responsibility (e.g. by wearing a mask, minimising social interactions with big groups). We appreciate your support and will continue to work with you closely. Let us all do our part to exercise personal and social responsibility and stay safe.

8. Traffic Management

To ensure the safety of our students, we appeal to parents/ guardians who are driving their child(ren)/ ward(s) to school to abide by the vehicular arrangements of the school:

- (a) There is strictly **no parking** for parents/ guardians dropping off or picking up their children before or after school.
- (b) All vehicles are to enter the school through the **back gate** before 7.25 am.
- (c) After 7.25 am, vehicles are **not allowed** into the school compound for safety reasons. Parents may drop their children off at the public carpark opposite the front gate (Block 13, York Hill HDB open-air carpark) and students may then use the zebra crossing to enter the compound on foot.
- (d) Parents/ guardians may also wait at the same carpark to pick their child(ren)/ ward(s) up after school dismissal.
- (e) Entry to school for pick up or drop off through the **front gate** is strictly prohibited except during wet weather.

Please be reminded to strictly observe transport safety rules and procedures within the school compound. We would like to appeal to all parents/ guardians to co-operate with our school staff and security officers to enhance traffic safety around and in our school.





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9. Mass Collection and Payment of Materials and Programmes for 2024

In Term 1 2024, parents/ guardians will receive a notification letter from the school detailing all the enrichment programmes and costs of materials or other items incurred during the school year. The school will issue this consolidated school bill to parents/ guardians once the letter is acknowledged and signed.

Co-payment of enrichment programmes by Singaporean students will be deducted directly from their Pupil Edusave Funds.

Where Edusave funds are insufficient, parents/ guardians are strongly encouraged to pay outstanding balance using one of the following modes of payment:

- Interbank GIRO (Please approach the General Office for GIRO form/GIRO Option application form)
- Website: www.axs.com.sg
- AXS Mobile Apps
- AXS Stations

10. Spring Festival (Chinese New Year Celebration)

The school will celebrate Chinese New Year on 9 February, Friday. Students are encouraged to wear red shirts/ T-shirts with their school skirts or pants. School dismissal will be at 12.15 pm.

11. Blended Learning@Home (BL@Home) Day for Sec 1 to 5 Students

Outram Secondary School carries out Blended Learning in line with the national aim for students to experience online and onsite learning. The objective of BL@Home is to develop students to be future-ready and self-directed digital learners. Thus, students will stay at home on the following dates and embark on e-learning with instructions from their subject teachers. However, students without internet and computer facilities at home must report to school (Comp Lab 1 and Comp Lab 2) by 7.30 am for supervised learning on BL@Home days.





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OSS Term 1 BL@Home Schedule in 2024 Term 1

Dates	12 Jan, Friday	26 Jan, Friday	23 Feb, Friday
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The online lessons will follow the regular timetable. Lessons will start at 7.45 am as per normal. Teachers will design and facilitate meaningful technology-mediated learning experiences for the students. All BL@Home lessons will be implemented through the Student Learning Space (SLS) platform which can be accessed from home. Instructions for the respective subjects will be uploaded onto SLS. There will be a Form Teacher Check-in & Attendance-taking between 7.30 am and 7.45 am on days of BL@Home.

For more information on accessing the SLS, please refer to the information posted on the school website:

<https://www.outramsec.moe.edu.sg/school-programmes/Blended-Learning/Blended-Learning/>

12. Meet-the-Parents Day for Sec 2, Sec 4, and Sec 5 Levels

The Meet-the-Parents Day will be held on 18 March 2024, the first day of Term Two. Meet-the-Parents Day is an occasion arranged for parents/ guardians to connect with your child(ren)/ ward(s)'s Form and Subject Teachers to find out more about his or her learning needs and experiences. We believe that the meeting will enhance the school's partnership with you to help your child(ren)/ ward(s) succeed in their educational journey. The school will send out more details prior to the event.

13. No Mid-Year Examination

Students will have classroom lessons until the end of Semester 1 as they do not sit for the Mid-Year Examination. The last school day in Semester 1 is 24 May, Friday.





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14. MOE School Term Calendar and School Calendar of Events for Term One

Please find attached the School Calendar of Events for Term One and the MOE School Term Calendar.

Should you need any further clarifications or have any feedback for the school, please contact our General Office at Tel: 6733 4077 and/or email us at oss@moe.edu.sg. Alternatively, please access our school website at <http://www.outramsec.moe.edu.sg> for more information.

We look forward to partnering you and your child(ren) / ward(s) in their holistic development with us.

Yours sincerely

Mr Keith Tan

Principal





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2024 MOE School Calendar

School Terms 2024

Semester 1	
Term 1	2 January, Tuesday to 8 March, Friday
Term 2	18 March, Monday to 24 May, Friday
Semester 2	
Term 3	24 June, Monday to 30 August, Friday
Term 4	9 September, Monday to *15 November, Friday

** The last day of the final school term for schools that will be used as venues for the GCE O-Level written examinations will be Friday, 25 October 2024.*

School & Public Holidays 2024





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Semester 1	
New Year's Day	1 January, Monday
Chinese New Year	10 to 12 February, Saturday to Monday
Between Terms 1 and 2	9 March, Saturday to 17 March, Sunday
Good Friday	29 March, Friday
Hari Raya Puasa	10 April, Wednesday
Labour Day	1 May, Wednesday
Vesak Day	22 May, Wednesday
Between Semesters 1 and 2	25 May, Saturday to 23 June, Sunday
Hari Raya Haji	17 June, Monday
Semester 2	
National Day	9 August, Friday
Between Terms 3 and 4	Sat 31 August to Sun 8 September
Deepavali	31 October, Thursday
At the end of school year	16 November, Saturday to 31 December, Tuesday

For more information on public holidays, please access:

<https://www.moe.gov.sg/news/press-releases/20230807-school-terms-and-holidays-for-2024>





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2024 School Calendar of Events for Term One

Date		Event
2-4	Jan	Sec 1 Orientation & CCA Orientation
2-8	Jan	Start it Right Programme / Learning Journeys
4-5	Jan	Sec 4 and 5 Polytechnic Open House Visits
5	Jan	Sec 1 Parent Orientation and CCA Exhibition
12	Jan	BL@Home Session 1
26	Jan	BL@Home Session 2
9	Feb	Spring Festival, Chinese New Year Celebration
15	Feb	Commemoration of Total Defence Day, NRIC Registration for Sec 3 and selected students
23	Feb	BL@Home Session 3
18	Mar	Meet-the-Parents Day*
9-17	Mar	Term 1 School Vacation

**More information will be provided nearer the date.*

