



# OUTRAM SECONDARY SCHOOL

3 York Hill, Singapore 168622 Tel: 6733 4077. Fax: 6235 2337.

4 January 2022

LTP / 01 / 2022

Dear Parents / Guardians

## **Letter to Parents – Term One 2022**

Welcome to 2022. The new year signals a new form of stability, renewed opportunities and learning experiences for us as we move into the endemic management of Covid-19. To our Secondary 1 students and parents/ guardians, I 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 splendid 2022.

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

### **Character Values for Term One – Responsibility & Teamwork**

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

### **Registration of Parents Gateway**



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

### **Updating of student particulars and contact for queries**

At the start of Term 1, your child(ren)/ ward(s) will be given a form to update his personal particulars. For any changes in particulars during the course of 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



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child(ren)/ ward(s)' form teacher or the school by phone or in person. All enquiries are welcome.

## **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 may take appropriate action to safeguard your personal information.

## **Safe Management Measures (SMMs)**

The school will continue to ensure that prevailing safe management measures (SMMs) are in place to keep our students safe. These include the following:

- Visual screening and temperature-taking of individuals
- Observance of high standards of hygiene
- Safe distancing between students and staff

All students should bring their personal Oral Digital Thermometers (ODT) to school every day.

Students who are unwell with flu-like symptoms such as fever or cough are to seek medical attention and stay away from school.

As the national distribution exercise has been completed in 2021, students are expected to have their TraceTogether tokens with them, and/or to have their TraceTogether app switched on throughout the school day when school reopens.

In line with national guidelines, as Vaccination Differentiated Safe Management Measures (VDS) will be implemented, students are strongly encouraged to be fully vaccinated (i.e. undergone 2 vaccination jabs). Form Teachers will be collecting information about your child(ren)/ ward (s)'s latest vaccination status when the term starts.



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## Traffic Management

In accordance with SMMs, all parents are only allowed to drop their child(ren)/ ward(s) off at school. All vehicles are to enter the school through the **back gate** before 7.25am.

After 7.25am, 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. Parents may also wait at the same carpark for pick up after school dismissal.

Entry to school for pick up or drop off through the front gate is strictly prohibited except on raining days.

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

## Mass Collection and payment of materials and programs for 2022

In mid-March 2022, parents/ guardians will receive a notification letter from the school detailing all the enrichment programs and costs of materials or other items incurred in the course of the school year. The school will issue this consolidated school bill to parents / guardians once the letter is acknowledged and signed.

For payments of enrichment programmes, co-payments 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 balances through the following modes of payment:

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



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## **School Yearbook 2022**

All students will be billed \$12 for the school yearbook 2022 to be distributed to students by January 2023. Students with siblings in the school will be billed only ONE copy per household and FAS subsidies apply. The payment will be reflected in the mid-March consolidated bill.

## **Secondary 4 and 5 Polytechnic Open House Visits (Virtual)**

As part of Outram's e-Career Guidance Programme, all Secondary 4NA, Express and 5NA students will be attending selected polytechnics' open houses virtually on 6 and 7 January.

## **Secondary 3 NRIC Registration**

Singaporean Secondary 3 students aged 15 and above will be required to register for their National Registration Identity Card (NRIC) as a requirement by Immigration & Checkpoints Authority (ICA) on 24 March. Please provide the necessary consent for the ICA unit to proceed with the stipulated registration.

## **Chinese New Year Celebration**

The school will celebrate Chinese New Year on Monday, 31 January. Students are encouraged to wear red shirts/ T-shirts with their school skirts or pants. School dismissal will be at 10.00am on that day as it is the eve of Chinese New Year.

## **Meet-the-Parents Day**

The first Meet-the-Parents Day will be held in the last week of Term 1. Meet-the-Parents Day is a special occasion arranged for parents/ guardians to connect with your child'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.

## **No Mid-Year Examination for Secondary 1 to 3**

Secondary 1 to 3 students will have classroom lessons until the end of Semester 1 as they do not sit for the Mid-Year Examination. There will be no post-examination activities. The last school day in Semester 1 is Friday, 27 May 2022.



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## 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](mailto: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.

Thank you.

Yours sincerely

Boo Hian Kok (Mr)  
Principal

## 2022 MOE School Calendar



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## School Terms 2022

Semester 1	
Term 1	Tue 4 Jan to Fri 11 Mar
Term 2	Mon 21 Mar to Fri 27 May
Semester 2	
Term 3	Mon 27 Jun to Fri 2 Sep
Term 4	Mon 12 Sep to *Fri 18 Nov

\* 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, 28 October 2022.

## School Holidays 2022

Semester 1	
Between Terms 1 and 2	Sat 12 Mar to Sun 20 Mar
Between Semesters 1 and 2	Sat 28 May to Sun 26 Jun
Semester 2	
Between Terms 3 and 4	Sat 3 Sep to Sun 11 Sep
At the end of school year	Sat 19 Nov to Sat 31 Dec

For more information on public holidays, please access: <https://www.moe.gov.sg/news/press-releases/20210811-school-terms-and-holidays-for-2022>



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## 2022 School Calendar of Events for Term One

Date		Event
4-5	Jan	Sec 1 Orientation & CCA e-Orientation
6	Jan	Sec 1 Sports Selection
6-7	Jan	Citizenship and Character Education Workshops
6-7	Jan	Sec 4 and 5 Polytechnic Open House Visits (virtual)
26	Jan	Commemoration of Total Defence Day
31	Jan	Chinese New Year Celebration
31 11	Jan - Feb	MTL Fortnight (CL)
28 11	Feb - Mar	MTL Fortnight (ML)
18-19	Feb	Peer Student Leaders' Camp (Sec 1-4)
12-20	Mar	Term 1 School Vacation
7-11	Mar	Week of Meet-the-Parents Day*
21-23	Mar	MOE Cat A Elective Modules at ITE College East and West (2NA, 2NT, 3NA, 3NT, 4NA, 4NT)
30 1	Mar Apr	MOE Cat A Elective Modules at ITE College East and West (2NA, 2NT, 3NA, 3NT, 4NA, 4NT)
24	Mar	Sec 3 NRIC Registration

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