

5 January 2018

Newsletter to Parents – The January Edition

Dear Parent/ Guardian,

A blessed new year to you!

We would like to extend a warm welcome to all Secondary One students and new staff members who have joined the Xinmin family on 2 January (Tuesday).

Ending 2017 on a High Note

We ended 2017 on a high note with an excellent performance by our Secondary Four students at the GCE N-level Examinations. Many of them did well and are eligible for multiple post-secondary options. 97.7% of our Sec 4N(A) students are eligible for progression to Secondary Five. Within this group, 36% are eligible for the Polytechnic Foundation Programme (PFP), where they undertake a year of foundation study at the Polytechnic before embarking on their three-year diploma course. Over 97% of our N(A) students are also eligible for the Direct Entry to Polytechnic Programme (DPP), where students will do a two-year Higher *Nitec* course before enrolling in the polytechnic course mapped against their Higher *Nitec* course, provided they attain a minimum Grade Point Average in their academic results.

Our Sec 4N(T) students also achieved outstanding results with 100% of them eligible for progression to the Institute of Technical Education (ITE). We would like to take this opportunity to congratulate the students, and also thank all our teachers for their hard work, and the parents for your support.

Preparing our Students for the Future

Indeed, we will continue Xinmin's great tradition of preparing our students well for the future by providing them with different opportunities to learn and grow. Our students will inherit a world that is increasingly volatile, uncertain, complex and ambiguous. As such, it is our responsibility to develop in our students 21st century competencies to help them navigate and thrive in such a world.

For instance, the world of the future will be one where technology is pervasive in our lives. In line with aspirations to be a SMART Nation, it is important that our students are equipped with the confidence and skills to harness technology for different aspects of their lives. It is for this reason that technology features strongly in our teaching and learning. In our lower secondary Coding@Xinmin curriculum, students are introduced to basic programming with Scratch and Micro:bit, and in the process also develop inventive thinking and problem-solving skills. Building on our Coding@Xinmin programme, Secondary Three students have the option to offer Computing as an O-level subject.

Given greater diversity brought about by globalisation, it is increasingly necessary for our students to be confident communicators who are able to empathise with others. To develop

these attitudes and skills in our students, we have put in place our Drama programme offered to all Secondary Two students. As our students showcase their drama works in our very own Creative Arts Complex, they will learn to better understand the technological and logistical aspects of professional theatre. From 2018, students who wish to pursue Drama beyond Secondary Two may offer the subject at the O-levels.

We are also partnering The Apprenticeship Collective (TAC) to provide our students with opportunities to be mentored by professionals who will share some key skills and insights behind their professions. We hope that this, together with our different Education and Career Guidance efforts would better help our students navigate the various education and career pathways with confidence.

Partnering parents to enhancing our Students' Learning Experience

Even as we prepare our students for an exciting world of the future, we also want our students to enjoy their learning experience in Xinmin. As a school, my teachers and I aim to create a positive learning environment so that every student can achieve his full potential. We also try our best to inculcate in our students good habits and discipline so that they can manage both their studies and co-curricular development.

For this to happen, we seek your full support. In this edition of the newsletter to parents, we have included the email addresses of our Year Heads and Form Teachers. If you have any queries regarding your child's learning progress at any point in time, please do not hesitate to contact the teachers. Our Year Heads for each level also oversee the well-being of students in their respective levels. As such, you may raise any feedback with them.

Included in this newsletter are some upcoming events and administrative matters that you may wish to take note of. You may refer to our school website for a full update of the calendar of events for 2018.

On behalf of my colleagues in Xinmin Secondary School, we hope that 2018 will be a fulfilling year of learning and growth for your child/ ward.

UPCOMING EVENTS IN JANUARY

School Dental Programme (15 – 19 January)

The Health Promotion Board will be providing free dental checks for all Secondary One and Three students from 15 to 19 January. Parents will need to give their consent before their children can receive such services. For Secondary One parents, please logon to <https://childconsent.hpb.gov.sg> to give your consent using your Singpass. For parents who encounter difficulties in accessing the portal, you may obtain hardcopy forms from our General Office.

Annual School Based Health Screening (15 – 26 January)

The School Health Service will be visiting the school to conduct the yearly age-appropriate health screening for all lower secondary students and selected upper secondary students. The health screening will commence from 15 to 26 January in the school. Please refer to the attached HPB leaflets for more information.

ADMINISTRATIVE MATTERS

Year Heads and Form Teachers for 2018

Here is the list of Year Heads and Form Teachers for 2018 and their email addresses. If you need to enquire about matters pertaining to your child's/ ward's progress in our school, please email them.

We do know that some teachers may have shared their mobile contact with parents and students. However, we would appreciate it if parents and students contact teachers during weekdays between 7.30am to 6.00pm. If teachers are uncontactable, we seek your kind understanding that they may only be able to respond the next working day as they are occupied with lessons, CCA, consultations or other activities. If the queries or requests made during working hours are urgent, parents should contact the school's General Office for assistance.

Name	Appointment
Mrs Susan Ng <i>susan_lee_boon_hong@moe.edu.sg</i>	School Staff Developer & Assistant Year Head (Sec 1)
Mr Alan Ang <i>ang_tong_hock@moe.edu.sg</i>	Year Head (Sec 1 & 2)
Ms Ng Lee Hua <i>ng_lee_hua@moe.edu.sg</i>	Year Head (Sec 3-5)
Mr Jeremy Tan <i>tan_kian_seng_jeremy@moe.edu.sg</i>	Assistant Year Head (Sec 4 & 5)

Form Teacher	Class	Form Teacher
Ms Nurhidayah Bte Moliana <i>nurhidayah_moliana@moe.edu.sg</i>	101	Mr Lim Kok Chong <i>lim_kok_chong@moe.edu.sg</i>
Mr Chew Lye Heng <i>chew_lye_heng@moe.edu.sg</i>	102	Ms Edna Pan <i>pan_yunxin_edna@moe.edu.sg</i> Ms Tan Shun Ru <i>official email will be provided once ready</i>
Mrs Kwek Yin Sy <i>chew_yin_sy@moe.edu.sg</i>	103	Ms Aminah Bte Mohd Nagieb <i>official email will be provided once ready</i>
Ms Yap Bee Leng <i>yap_bee_leng@moe.edu.sg</i>	104	Mr Wilson Hoe Jun Wei <i>hoe_jun_wei_wilson@moe.edu.sg</i>
Mr Kuo Yu-Hsuan <i>kuo_yu_hsuan@moe.edu.sg</i>	105	Ms Guan Jing <i>guan_jing@moe.edu.sg</i>
Mr James Tan Wa-Wa <i>tan_wa-wa_james@moe.edu.sg</i>	106	Mrs Cindy Wong <i>oh_hwee_kiang_cindy@moe.edu.sg</i>
Mrs Annie Ng <i>tan_annie_a@moe.edu.sg</i>	107	Mr Loo Wen Bin <i>wen_bin_loo@moe.edu.sg</i>
Mdm Phan Siu Ling <i>phan_siu_ling@moe.edu.sg</i>	201	Ms Vanessa Chia <i>vanessa_chia_su_qing@moe.edu.sg</i>
Ms Kee Bee Hwa <i>kee_bee_hwa@moe.edu.sg</i>	202	Ms Grace Ho <i>ho_su_yin_grace@moe.edu.sg</i>
Ms Grace Heng <i>heng_hui_mien_grace@moe.edu.sg</i>	203	Mrs Tiffany Lim <i>loh_ying_xuan_tiffany@moe.edu.sg</i>

Form Teacher	Class	Form Teacher
Mr Mohamed Firdaus Bin Mohamed Taib <i>mohamed_firdaus_mohamed_ta@moe.edu.sg</i>	204	Ms Junie Lim <i>lim_may_ling_junie@moe.edu.sg</i> Ms Izyan Ayuni Bte Azmi <i>izyan_ayuni_binte_azmi@moe.edu.sg</i>
Mr Lee Kin Meng <i>lee_kin_meng@moe.edu.sg</i>	205	Mrs Grace Ng Yee Farn <i>chen_yee_farn@moe.edu.sg</i>
Mrs Shanti Teo <i>shanti_b@moe.edu.sg</i>	206	Ms Anny Roezza Abdul Aziz <i>anny_roezza_abdul_aziz@moe.edu.sg</i>
Mr Effendy Bin Ahmadi <i>effendy_ahmadi@moe.edu.sg</i>	207	Ms Low Yan Jin <i>yan_jin_low@moe.edu.sg</i>
Mr Michael Vincent Rodrigues <i>rodrigues_michael_vincent@moe.edu.sg</i>	301	Mr Lim Kim Soon <i>lim_kim_soon@moe.edu.sg</i>
Mr Bennett Lim <i>bennett_lim_chee_theng@moe.edu.sg</i>	302	Ms Ulrica Liang <i>liang_zhirong_ulrica@moe.edu.sg</i>
Mrs Vivien Tay <i>toh_beng_qian_vivien@moe.edu.sg</i>	303	Mr Kevin Lu Wenqi <i>lu_wenqi_kevin@moe.edu.sg</i>
Mdm Xiao Yanfei <i>xiao_yanfei@moe.edu.sg</i>	304	Mrs Doreen Ng <i>yeo_meow_ling_doreen@moe.edu.sg</i>
Mrs Wong Pui Leng <i>tong_pui_leng@moe.edu.sg</i>	305	Ms Gomathi D/O Pakirisamy <i>gomathi_pakirisamy@moe.edu.sg</i>
Mr Mohamed Fayumi Bin Yusi <i>mohd_fayumi_b_yusi@moe.edu.sg</i>	306	Ms Wang Xuejuan <i>wang_xuejuan@moe.edu.sg</i>
Mr Ang Koon Yong <i>ang_koon_yong@moe.edu.sg</i>	307	Ms Lyn Song <i>song_meien_lyn@moe.edu.sg</i>
Mdm Jelena Sundraraj <i>jelena_sundraraj@moe.edu.sg</i>	308	Ms Norhuda Binte Maksum <i>norhuda_maksum@moe.edu.sg</i>
Mr Lin Shunyi <i>lin_shunyi@moe.edu.sg</i>	309	Ms Charlene Chan <i>chan_shu_min_charlene@moe.edu.sg</i>
Mrs Belinda Goh <i>lim_ee_gek_belinda@moe.edu.sg</i>	401	Ms Evelyn Lai <i>lai_mei_ling_evelyn@moe.edu.sg</i>
Ms Gwyneth Chua <i>chua_li_shan@moe.edu.sg</i>	402	Mdm Norliza Binte Ali <i>norliza_ali@moe.edu.sg</i>
Mrs Seetoh Lai Yip <i>low_lai_yip@moe.edu.sg</i>	403	Mdm Sun Ying <i>sun_ying@moe.edu.sg</i>
Ms Ten Yu Ping <i>ten_yu_ping@moe.edu.sg</i>	404	Ms Nanthini Gunasekaran <i>nanthini_gunasekaran@moe.edu.sg</i>
Mrs May Ng <i>lee_lu_may@moe.edu.sg</i>	405	Mr Zhuang Haoyang <i>zhuang_haoyang@moe.edu.sg</i>
Mr Tau Jun Hui <i>tau_jun_hui@moe.edu.sg</i>	406	Mr Andrew Lau <i>andrew_lau_an_rong@moe.edu.sg</i>
Ms Estee See Toh <i>seetoh_sijia@moe.edu.sg</i>	407	Mr Arthur Lee <i>lee_pei_pin_arthur@moe.edu.sg</i> Ms Norfarhana Binte Abdullah <i>norfarhana_abdullah@moe.edu.sg</i>

Form Teacher	Class	Form Teacher
Ms Pang Hui Chin <i>pang_hui_chin@moe.edu.sg</i>	408	Ms Sophie Ng <i>sophie_ng_lai_san@moe.edu.sg</i>
Mr Ganesan S/O Selvarathnam <i>ganesan_selvarathnam@moe.edu.sg</i>	409	Mr Yam Choon Hian <i>yam_choon_hian@moe.edu.sg</i>
Mr Chow Zhen Zao <i>chow_zhen_zao@moe.edu.sg</i>	501	
Ms Isabelle Lim <i>isabelle_lim_ji_yu@moe.edu.sg</i>	502	

2018 Calendar of Events

The 2018 Calendar of Events is available on the school website under the section called 'Stakeholders'. Updates to the calendar may be made periodically. Please check the online copy for the latest on school-wide and level-wide activities.

Back to School Safety

The safety of students is a priority to the school. If you are driving your child to school, please alight him/her at the zebra crossing outside the school. We will need motorists to play their part by slowing down as they approach the vicinity of the school. Please cooperate with the security officers and student leaders deployed to facilitate flow of traffic during arrival times. On rainy days, students arriving to school by car or motorcycle may alight at the drop-off point in front of the foyer.

Use of SC Mobile to inform Student Attendance

The school has switched to using MOE-SC (School Cockpit) Mobile for taking students' attendance with effect from 2018 (previously 'SNAAPP'). There is no need to download any app on parents' smartphones for notification purposes. Parents whose children are absent on official school days will be notified via SMS. This feature will be activated from Term 1 Week 3 onwards after the personal particulars' verification exercise. For any subsequent change in mobile numbers, parents are advised to contact the school directly or through their child via their Form Teacher for updating in SC.

ACADEMIC AND CO-CURRICULAR MATTERS

Assessment Plan for 2018

The following is the general assessment plan for Secondary One to Three students in 2018. Please take note that your child's/ ward's overall examination grades are determined not only by written tests and examinations, but also other forms of assessment such as online assignments, projects, practical tests, etc. Attitudes, Skills and Knowledge (ASK) is a set of school-defined student outcomes which teachers will grade using a standardised set of rubrics.

Term 1	Term 2	Term 3	Term 4
Common Test 1 (10%)	MY Exam (25%)	Common Test 2 (10%)	EOY Exam (40%)
E-learning (5%)			
ASK (5%)			
Other Assessments (5%)			

The weighting of the CA and SA components have been adjusted and the changes will take effect from 2018. These changes are made to give your child/ ward more time to develop their knowledge and skills in the respective subjects before they are formally graded for their work. We encourage all our students to revise their work regularly throughout the year and not put in last-minute effort just before the examinations. The two semestral examinations (mid-year and year-end) comprise 65% of a student's overall grade, with the other forms of assessment taking up the other 35%.

The components that make up the Continual Assessment (CA) and Semestral Assessment (SA) are as follows:

CA1 (10%)	Common Test 1 (10%)
SA1 (25%)	Mid-Year Exam (25%)
CA2 (10%)	Common Test 2 (10%)
CA3 (15%)	E-learning (5%); ASK (5%); Other Assessments (5%)
SA2 (40%)	End-of-Year Exam (40%)

Secondary Four and Five students will be taking the following assessments:

- Term 1: Common Test
- Term 2: Mid-Year Examination
- Term 3: Preliminary Examination

Their results will be reported in the form of progress reports and result slips. However, only the scores obtained during the Preliminary Examinations will be used in the computation of school grades for their graduating year. Secondary Four and Five students will not be graded based on alternative modes of assessment.

Term 1 Common Tests

Term 1 Common Tests are scheduled to take place for all students from 21 February (Wednesday) to 6 March (Tuesday). Only the first period will be used for tests, and lessons and CCAs will proceed as usual after the tests in the morning. The detailed schedule of the tests will be made known at a later juncture.

We thank all parents for your continued support of the school and our programmes. Please do not hesitate to contact us if you need further clarifications. We can be reached via email at xinmin_ss@moe.edu.sg or you can call us at 6288 9382.

Your partner in education,



Mr Tan Kuo Cheang
Principal