



JURONG WEST SECONDARY SCHOOL

61 Jurong West Street 65 Singapore 648348

Tel: 62623593 | Fax: 62623587 | Web: www.jurongwestsec.moe.edu.sg

School Reference No: JWSS/2021/0192

12 March 2021

Dear Parents/Guardians

Common Test and Progress Report 2021 for Secondary 3 Express

1. The Common Test for Secondary 3 Express students would be held from 30 April to 11 May 2021. During the common test period, school will commence as usual at 7.35 am, excluding Wednesday. On Wednesday, school will commence at 8.20 am.
2. Lessons will resume as normal from Wednesday, 12 May.
3. The objectives of the Common Test are:
 - (a) to inculcate the habit of consistent revision and to give students the platform to apply acquired knowledge in a formal assessment setting before the semestral examinations; and
 - (b) to provide a milestone check on the students' learning and where necessary, engage parents/guardians on the child's/ward's academic progress early.
4. As required for all assessments, students who are absent for any test would need to submit an original and valid medical certificate upon their return to school. Students who miss any test without a valid medical certificate may be awarded a zero mark for the test.
5. There would be no CCA/after school activities (except remediations/consultations with subject teachers, and participation in scheduled external competitions) during the Common Test period. These measures are to ensure your child/ward has sufficient time to consolidate his/her learning and revise for the relevant subjects.
6. Students would be dismissed from school at the end of the paper(s) he/she is supposed to sit for.
7. Please refer to the Rules and Regulations for School Examinations / Common Test (Annex A1-A2) for your information. Do also find attached Common Test Timetable for your child/ward (Annex B) for further details. Your child/ward has been given a copy of the Timetable on 12 March 2021 during Form Teacher Time.
8. A Progress Report capturing the performance of your child/ward in the Common Test for the term, would be issued via your child/ward on the last day of Term 2. This report would enable parents/guardians to have a good sensing of your child's/ward's academic progress before the End of Year Examination.
9. Should you need any further details, do contact your child's/ward's Form Teacher at 6262 3593.
10. Thank you for your support and I would like to take this opportunity to wish your child/ward all the best in the upcoming Common Test.

Yours sincerely

Mrs Rosie Lau
Vice Principal

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Annex A1

Rules and Regulations for School Examinations/ Common Test

Attire & Appearance

1. All students must be in proper school attire with proper appearance as specified in the school rules and regulations.

Punctuality

2. Students who are late for any paper will report to the General Office before reporting to the respective venues.
3. No extra time will be given for late-comers.

Dishonesty

4. The school takes a serious view of any dishonesty, including the following:
 - i. has in his/ her possession any unauthorised devices capable of capturing, storing, displaying and/or transmitting or receiving visual, audio or verbal information within the examination premises;
 - ii. has in his/ her possession any unauthorised reference material or notes;
 - iii. communicates or attempts to communicate with any other candidate/unauthorised person during the examination or any other occasion when communication is strictly prohibited;
 - iv. obtains or attempts to obtain or offers assistance on the examination material (e.g. copying) during the examination;
 - v. commits or attempts any acts of dishonesty, or support such acts.
5. A student who commits or attempts any acts of dishonesty, or the abetment of such acts, would be awarded a zero mark for that paper.

Borrowing of Stationery

6. Students should bring their own stationery that they will need for the assessment papers. However, should they need assistance during the examination, they need to alert the invigilator.

Use of Washroom during Assessment

7. Students are encouraged to use the washroom before the start of the paper. They will not be allowed to use the washroom fifteen minutes after the start and fifteen minutes before the end of the paper. Students are also discouraged to use the washroom in the midst of the examinations so that they could fully utilise the time allocated for the paper.

Absence from Assessment

8. Attendance at all assessment is compulsory.
9. It is compulsory that you sit for all components of a subject, such as Oral, Listening Comprehension, Coursework, Practical and Written papers. You will receive zero mark for the subject if you do not turn up for one or more components and do not have a valid reason to support your absence.
10. Students who are absent for any paper are required to submit an original and valid **medical certificate** to their Form Teachers supporting their absence immediately upon their return to school, failing which, a zero mark will be awarded for the paper the student is absent from without any valid reasons.

At the start of and during the Assessment

11. Students are to carefully check that the paper for the correct subject and code has been distributed to them and that the number of printed pages is correct as stated in the question paper. Students taking SBB subjects are to check that they have received the paper of the correct stream. Students need to alert the invigilator immediately should they think that there are errors in the papers distributed to them or if they have received the wrong question paper.

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Annex A2

Safe Management Measures (SMM) during the Assessment period

1. Students may either wear a face mask or a face shield during the assessment. However, face masks are to be worn at all other times.
2. Students should adopt fixed seating arrangements as informed by their Form Teachers, throughout the whole assessment period. There will be 1m spacing in between rows of tables.
3. Invigilators will guide the students to do a wipe down of their desks at the end of each paper.
4. Students who are confirmed COVID-19 cases (currently quarantined in hospital or community isolation facilities) or who are on HQO/ SHN/LOA/AA, medical leave or are unwell with fever or flu-like symptoms **should not sit** for any school-based assessments. Students are to inform their Form Teachers of any such circumstances and Form Teachers will advise the students accordingly.

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Annex B

Common Test 1 Schedule

The Common Test schedule for **Secondary THREE Express** is as follows:

Date	Time	Duration	Subject
30 Apr Fri	0800-0835	35 mins	Self – Study in Form Class
	0835-0955	80 mins	English P1
	1005-1045	40 mins	Recess
	1055-1135	40 mins	English P2
4 May Tue	0800-0835	35 mins	Self – Study in Form Class
	0835-0935	60 mins	HU (Social Studies)
	0945-1025	40 mins	Recess
	1035-1150	75 mins	Mathematics
5 May Wed	0835-0945	70 mins	MTL P1
	0955-1035	40 mins	Recess
	1045-1215	90 mins	MTL P2
	1045-1230	105 mins	HMTL P2
6 May Thur	0800-0835	35 mins	Self – Study in Form Class
	0835-0935	60 mins	Combine Science/Pure Chem
	0945-1025	40 mins	Recess
	1035-1145	70 mins	Elective (LIT)
	1035-1135	60 mins	Elective (ART, HI)
	1035-1135	60 mins	Elective ESS* (Venue at Comp Lab 1)
7 May Fri	0800-0835	35 mins	Self – Study in Form Class
	0835-0945	70 mins	Humanities LIT
	0835-0935	60 mins	Humanities GE / HIST
	0955-1035	40 mins	Recess
	1045-1145	60 mins	POA
10 May Mon	0800-0835	35 mins	Self – Study in Form Class
	0835-0935	60 mins	Computing
	0945-1025	40 mins	Recess
	1035-1135	60 mins	Pure Physics
11 May Tue	0800-0835	35 mins	Self – Study in Form Class
	0835-0950	75 mins	A Math
	1000-1040	40 mins	Recess
	1050-1150	60 mins	Pure Biology

Please note:

- Students would be dismissed at the end of their paper.
- The venue for all papers will be the respective classrooms except for subjects marked with *.
- Lesson will resume on Wed 12 May.



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School Reference No: JWSS/2021/0193

12 March 2021

Dear Parents/Guardians

Common Test and Progress Report 2021 for Secondary 3 Normal Academic

1. The Common Test for Secondary 3 Normal Academic students would be held from 30 April to 7 May 2021. During the common test period, school will commence as usual at 7.35 am, excluding Wednesday. On Wednesday, school will commence at 8.20 am.
2. Lessons will resume as normal from Monday, 10 May.
3. The objectives of the Common Test are:
 - (a) to inculcate the habit of consistent revision and to give students the platform to apply acquired knowledge in a formal assessment setting before the semestral examinations; and
 - (b) to provide a milestone check on the students' learning and where necessary, engage parents/guardians on the child's/ward's academic progress early.
4. As required for all assessments, students who are absent for any test would need to submit an original and valid medical certificate upon their return to school. Students who miss any test without a valid medical certificate may be awarded a zero mark for the test.
5. There would be no CCA/after school activities (except remediations/consultations with subject teachers, and participation in scheduled external competitions) during the Common Test period. These measures are to ensure your child/ward has sufficient time to consolidate his/her learning and revise for the relevant subjects.
6. Students would be dismissed from school at the end of the paper(s) he/she is supposed to sit for.
7. Please refer to the Rules and Regulations for School Examinations / Common Test (Annex A1-A2) for your information. Do also find attached Common Test Timetable for your child/ward (Annex B) for further details. Your child/ward has been given a copy of the Timetable on 12 March 2021 during Form Teacher Time.
8. A Progress Report capturing the performance of your child/ward in the Common Test for the term, would be issued via your child/ward on the last day of Term 2. This report would enable parents/guardians to have a good sensing of your child's/ward's academic progress before the End of Year Examination.
9. Should you need any further details, do contact your child's/ward's Form Teacher at 6262 3593.
10. Thank you for your support and I would like to take this opportunity to wish your child/ward all the best in the upcoming Common Test.

Yours sincerely

Mrs Rosie Lau
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Annex A1

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Attire & Appearance

1. All students must be in proper school attire with proper appearance as specified in the school rules and regulations.

Punctuality

2. Students who are late for any paper will report to the General Office before reporting to the respective venues.
3. No extra time will be given for late-comers.

Dishonesty

4. The school takes a serious view of any dishonesty, including the following:
 - i. has in his/ her possession any unauthorised devices capable of capturing, storing, displaying and/or transmitting or receiving visual, audio or verbal information within the examination premises;
 - ii. has in his/ her possession any unauthorised reference material or notes;
 - iii. communicates or attempts to communicate with any other candidate/unauthorised person during the examination or any other occasion when communication is strictly prohibited;
 - iv. obtains or attempts to obtain or offers assistance on the examination material (e.g. copying) during the examination;
 - v. commits or attempts any acts of dishonesty, or support such acts.
5. A student who commits or attempts any acts of dishonesty, or the abetment of such acts, would be awarded a zero mark for that paper.

Borrowing of Stationery

6. Students should bring their own stationery that they will need for the assessment papers. However, should they need assistance during the examination, they need to alert the invigilator.

Use of Washroom during Assessment

7. Students are encouraged to use the washroom before the start of the paper. They will not be allowed to use the washroom fifteen minutes after the start and fifteen minutes before the end of the paper. Students are also discouraged to use the washroom in the midst of the examinations so that they could fully utilise the time allocated for the paper.

Absence from Assessment

8. Attendance at all assessment is compulsory.
9. It is compulsory that you sit for all components of a subject, such as Oral, Listening Comprehension, Coursework, Practical and Written papers. You will receive zero mark for the subject if you do not turn up for one or more components and do not have a valid reason to support your absence.
10. Students who are absent for any paper are required to submit an original and valid **medical certificate** to their Form Teachers supporting their absence immediately upon their return to school, failing which, a zero mark will be awarded for the paper the student is absent from without any valid reasons.

At the start of and during the Assessment

11. Students are to carefully check that the paper for the correct subject and code has been distributed to them and that the number of printed pages is correct as stated in the question paper. Students taking SBB subjects are to check that they have received the paper of the correct stream. Students need to alert the invigilator immediately should they think that there are errors in the papers distributed to them or if they have received the wrong question paper.

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Annex A2

Safe Management Measures (SMM) during the Assessment period

1. Students may either wear a face mask or a face shield during the assessment. However, face masks are to be worn at all other times.
2. Students should adopt fixed seating arrangements as informed by their Form Teachers, throughout the whole assessment period. There will be 1m spacing in between rows of tables.
3. Invigilators will guide the students to do a wipe down of their desks at the end of each paper.
4. Students who are confirmed COVID-19 cases (currently quarantined in hospital or community isolation facilities) or who are on HQO/ SHN/LOA/AA, medical leave or are unwell with fever or flu-like symptoms **should not sit** for any school-based assessments. Students are to inform their Form Teachers of any such circumstances and Form Teachers will advise the students accordingly.

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Annex B
Common Test 1 Schedule

The Common Test schedule for **Secondary THREE Normal (Academic)** is as follows:

Date	Time	Duration	Subject
30 Apr Fri	0800-0835	35 mins	Self – Study in Form Class
	0835-0955	80 mins	English P1 (NA/EXP)
	1005-1045	40 mins	Recess
	1055-1135	40 mins	English P2 (NA/EXP)
4 May Tue	0800-0835	35 mins	Self – Study in Form Class
	0835-0935	60 mins	HU (Social Studies)
	0945-1025	40 mins	Recess
	1035-1150	75 mins	Mathematics (NA/EXP)
5 May Wed	0835-0945	70 mins	MTL P1 (NA/EXP)
	0955-1035	40 mins	Recess
	1045-1215	90 mins	MTL P2 (NA/EXP)
6 May Thur	0800-0835	35 mins	Self – Study in Form Class
	0835-0935	60 mins	Combine Science (NA/EXP)
	0945-1025	40 mins	Recess
	1035-1145	70 mins	Elective (LIT)
	1035-1135	60 mins	Elective (ART,FN,ESS,POA)
	1035-1135	60 mins	Elective ESS* (Venue at Comp Lab 2)
7 May Fri	0800-0835	35 mins	Self – Study in Form Class
	0835-0945	70 mins	Humanities LIT (EXP)
	0835-0935	60 mins	Humanities GE/HIST (NA/EXP)
	1005-1045	40 mins	Recess
	1055-1210	75 mins	A Math

Please note:

1. Students would be dismissed at the end of their paper.
2. The venue for all papers will be the respective classrooms except for subjects marked with *.
3. Lesson will resume on Mon 10 May



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School Reference No: JWSS/2021/0194

12 March 2021

Dear Parents/Guardians

Common Test and Progress Report 2021 for Secondary 3 Normal Technical

1. The Common Test for Secondary 3 Normal Technical students would be held from 30 April to 6 May 2021. During the common test period, school will commence as usual at 7.35 am, excluding Wednesday. On Wednesday, school will commence at 8.20 am.
2. Lessons will resume as normal from 7 May, Friday.
3. The objectives of the Common Test are:
 - (a) to inculcate the habit of consistent revision and to give students the platform to apply acquired knowledge in a formal assessment setting before the semestral examinations; and
 - (b) to provide a milestone check on the students' learning and where necessary, engage parents/guardians on the child's/ward's academic progress early.
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9. Should you need any further details, do contact your child's/ward's Form Teacher at 6262 3593.
10. Thank you for your support and I would like to take this opportunity to wish your child/ward all the best in the upcoming Common Test.

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 - iii. communicates or attempts to communicate with any other candidate/unauthorised person during the examination or any other occasion when communication is strictly prohibited;
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 - v. commits or attempts any acts of dishonesty, or support such acts.
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Absence from Assessment

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At the start of and during the Assessment

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Safe Management Measures (SMM) during the Assessment period

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2. Students should adopt fixed seating arrangements as informed by their Form Teachers, throughout the whole assessment period. There will be 1m spacing in between rows of tables.
3. Invigilators will guide the students to do a wipe down of their desks at the end of each paper.
4. Students who are confirmed COVID-19 cases (currently quarantined in hospital or community isolation facilities) or who are on HQO/ SHN/LOA/AA, medical leave or are unwell with fever or flu-like symptoms **should not sit** for any school-based assessments. Students are to inform their Form Teachers of any such circumstances and Form Teachers will advise the students accordingly.

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Annex B
Common Test 1 Schedule

The Common Test schedule for **Secondary THREE Normal (Technical)** is as follows:

Date	Time	Duration	Subject
30 Apr Fri	0800-0835	35 mins	Self – Study in Form Class
	0835-0955	80 mins	English (NT) English P1 (NA)
	1005-1045	40 mins	Recess
	1055-1135	40 mins	English P2 (NA)
4 May Tue	0800-0835	35 mins	Self – Study in Form Class
	0835-0935	60 mins	ART / DT / EBS
	0945-1025	40 mins	Recess
	1035-1150	75 mins	Mathematics (NT/NA)
5 May Wed	0835-0925	50 mins	Basic MTL P1
	0835-0945	70 mins	MTL P1 (NA/EXP)
	0955-1035	40 mins	Recess
	1045-1215	90 mins	MTL P2 (NA/EXP)
6 May Thur	0800-0835	35 mins	Self – Study in Form Class
	0835-0935	60 mins	Combine Science (NT/ NA)
	0945-1025	40 mins	Recess
	1035-1125	50 mins	CPA

Please note:

1. Students would be dismissed at the end of their paper.
2. The venue for all papers will be the respective classrooms except for subjects marked with *.
3. Lesson will resume on Fri 7 May.