



# JURONG WEST SECONDARY SCHOOL

61 Jurong West Street 65 Singapore 648348

Tel: 62623593 | Fax: 62623587 | Web: [www.jurongwestsec.moe.edu.sg](http://www.jurongwestsec.moe.edu.sg)

School Reference No: JWSS/2021/0012

25 January 2021

Dear Parents/Guardians

## **Year Head's Welcome Letter to Parents (Secondary Two)**

- 1 I am pleased to introduce myself as the Year Head for Secondary 2, and I would like to extend a very warm welcome to our students to a new academic year.

2021 is an exciting year for Jurong West Secondary School as it marks our 20th Anniversary since the school was established in 2001. Your child/ward will be part of this commemorative milestone as the school celebrates 20 years of history-making.

This Welcome Letter provides key details and information for Semester 1 in 2021 that will assist you in getting your child/ward well settled in school as the academic year progresses.

## **2 General Matters**

### **a) School Calendar**

The school calendar, which captures the key school events (e.g. Sports Day, Cross Country and 20th Anniversary Celebration), programmes as well as examination dates, can be found on the school website at <https://www.jurongwestsec.moe.edu.sg/about-us/2021-school-calendar-for-students>.

### **b) Student Handbook**

The Student Handbook provides integral information on the school terms for 2021, JW Experience, Code of Conduct, Character Development and Well-being as well as the Promotion Criteria. It also enables students to record their daily assignments and assessment details, thus allowing students to track and monitor their learning progress. The code of conduct can also be found on the school website at <https://jurongwestsec.moe.edu.sg/character-development/code-of-conduct>.

## **3 Academic Matters**

### **a) Subject Overviews**

Subject Overviews provide a summary of the chapters and topics that will be covered for each subject, as well as the assignment and assessment details.

This summary allows students to prepare in advance for their learning, and helps them to pace and manage their assignment and revision schedules better.

Your child/ward would have received the Subject Overviews from the respective subject teachers and would have filed them in their subject files. You may also access the Subject Overviews at the school website at <https://www.jurongwestsec.moe.edu.sg/parents/subject-overviews> (Passcode: JWSSParents2021).



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### b) Assessment Structure

Assessment is integral to teaching and learning. A Progress Report capturing the performance of your child/ward in the weighted assessments for the term would be issued via your child/ward on the last day of Term 1, 2 and 3. This report would enable parents/guardians to have a good sensing of your child's/ward's academic progress.

The weighting for the various tests and examinations are as follows:

	Term 1	Term 2	Term 3	Term 4
Assessment Mode	Class Test/ Assignment/ Alternative Assessment	Common Test	Common Test	End-of-Year Examination
Weighting	10%	15%	15%	60%
Period of Assessment	Jan/Feb	4 – 11 May	Term 3 Week 7-8 Aug	Term 4 Week 3-4 Sep/Oct

The weighting of coursework subjects are calculated differently, depending on the requirements of the respective subjects. Students are to check with the subject teachers.

It is compulsory that students sit for all components of a subject, such as Oral, Listening Comprehension, Practical and Written papers in the examinations. Students will receive an "Absent" for the subject if they do not turn up for one or more components, unless they have a valid Medical Certificate. Absence from any test or examination without a valid Medical Certificate would result in a zero being awarded for the test or examination.

The mode and details of assessments in Term 1 will be provided by the respective subject teachers. Further details on the assessments in Terms 2, 3 and 4 will be sent to parents closer to date.

### c) Subject Combination Allocation Exercise

The subject combination allocation exercise at the end of the year is a very important milestone for Secondary 2 students as they would be selecting their Upper Secondary subject combination. The weighting of all various assessments will contribute to the overall marks a student obtains at the end of the year for a subject. Thus, students should be consistent in their revision and take every assessment seriously. The tentative timeline for the Subject Combination Allocation Exercise are as follows:

Date / Period	Timeline
6 February 2021	Briefing on Secondary 2 Subject Combination to parents and students
July 2021	Refresher briefing on Secondary 2 Subject Combination to students
September 2021	Issue of Subject Combination form
October 2021	Submission of Subject Combination form
November 2021	Release of Subject Combination Allocation results Appeal for a change in the Subject Combination Release of Appeal results

More details on the Subject Combination Allocation Exercise will be shared with parents during the Parent Engagement Session (PES) scheduled on 6 February 2021.



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### **4 Customised Level Support**

#### **a) Students Needs Survey & AYH/YH Talks**

A level-wide Student Needs Survey was conducted for students at the start of the year to better understand the aspirations and needs of the Secondary 2 students.

Based on the analysis of the survey results, the respective AYHs/YHs will then customise the level programmes and termly AYH/YH talks. The AYHs/YHs will continue to work closely with the FTs to ensure that every JWSS student is developed to his/her full potential.

#### **b) Education and Career Guidance (ECG)**

Students would be selecting their Upper Secondary subject combination at the end of the year. Students are advised to choose their subject combination based on their interests, strengths, abilities and future plans. To encourage students to make an informed decision about their education and career plans, the school provides support through platforms such as ECG Talks, ECG Counselling, customised ECG CCE lessons and sharing of ECG resources. Students can make an appointment to consult the school's ECG Counsellor, Ms Joleen Lim, through the Form Teachers if they need guidance in their journey of setting education and career goals.

### **5 Personal Learning Device and Blended Learning**

As part of MOE's effort to enhance the curriculum to help students strengthen digital literacy, all secondary school students will own a Personal Learning Device (PLD) by the end of 2021, under the National Digital Literacy Programme. Through Blended Learning (BL), regularly scheduled Home-Based Learning Days will complement teaching and learning in schools.

From Term 3, 2021, all secondary schools and junior colleges/Millennia Institute (JC/MI) will start to implement BL for some levels. By Term 4, 2022, all secondary schools and JC/MI will have implemented BL at all levels. As part of BL, students will learn what is prescribed by the curriculum through a mix of home-based and in-school activities, and leverage both online and offline approaches to learning. This will provide students with more opportunities to learn at their own pace and to be empowered to take charge of their learning. There will also be an emphasis on student-initiated learning, whereby dedicated time and space will be provided to allow students to pursue their own interests and learn outside of the curriculum.

During CCE lessons, students will learn to stay safe online and be respectful as well as responsible digital users.

Further details on PLD and BL will be shared with parents later in the year.

### **6 Co-Curricular Activities**

#### **a) Overview of CCAs**

CCAs play an integral role in the holistic development of students in providing experiential learning opportunities for students to develop their 21st Century Competencies such as communication skills and critical thinking.

All students in JWSS participate in at least one CCA where they will pursue their interest and passion, discover, develop and excel through CCA experiences both in and out of the school.

CCAs commenced on 11 January 2021 for all students. CCA camps for Sec 1 to 3 students will take place from 16 to 18 March 2021, and 31 May to 4 June 2021. More information on the CCA camps will be provided by your child/ward's CCA teachers. Last day of CCA for Sec 1 to 3 students is 2 September 2021.



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### b) CCA Schedule

Please refer to Annex A for the CCA schedule for 2021.

## 7 Home School Partnership

### a) Secondary 2 Parent Engagement Session (PES)

Date: Saturday, 6 February 2021

Time: 9.30 – 11.30am (Please log in by 9.15am)

Platform: Webinar over Zoom

Objectives:

- provide an overview of the subject combinations for Secondary 3 in 2022 and share the prerequisites for offering certain subjects as well as the timeline for the Subject Combinations Allocation Exercise in 2021;
- share the latest information and updates on Post-Secondary Education options;
- share about the Virtual Subject Booths;
- strengthen the partnership and communication between parents/guardians and Form Teachers.

A separate Parents Gateway form will be sent to you to register for the Sec 2 PES.

### b) Meet-the-Parents Session (MPS) at the end of Semester One

(a) The objectives of the MPS at the end of Semester One are as follows:

- to provide you with a holistic picture of your child's/ward's progress and holistic development in school
- to address queries and/or concerns you may have with regard to your child's/ward's academic performance, co-curricular pursuits and/or general well-being

(b) The tentative details of the MPS are as follows:

Date	Day	Duration	Attire for Students (If held in school)
29 May 2021	Saturday	8.00 am - 12.30 pm	School Uniform

Further details will be provided to students and parents nearer the date of the MPS.

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### c) Parent Support Group

The PSG plays a significant part in supporting the school to deliver a quality and holistic education. It also organises various programmes to enable greater understanding and bonding between parents and their children. Benefits of being a PSG member include having a greater understanding of the school's programmes and knowing the teachers better.

You would also be connected to a network of parents with whom you would be able to interact. In addition, it enables parents to play an active role in making the school an even better place for the students, as well as supporting your child/ward in his/her journey in secondary school. The PSG plays a critical role in providing feedback on school operations, practices and programmes to the school management team.

We strongly encourage all parents to be a member of the PSG.

Please indicate your interest to be part of our PSG at the following FormSG link <https://tinyurl.com/JWSS-PSG> and the PSG will get in touch with you.

### 8 Contact Details

Please check our school website <http://www.jurongwestsec.moe.edu.sg> for regular updates and announcements.

You could also contact me at 62623593 (ext 125) or email me at [lee\\_si\\_jie\\_amanda@moe.edu.sg](mailto:lee_si_jie_amanda@moe.edu.sg) should you have any questions or concerns regarding your child/ward's holistic development in school.

We look forward to working in close partnership with you to enable your child/ward to realise his/her full potential.

Thank you.

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Ms Amanda Lee

Year Head (Secondary 2)

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Mrs Rosie Lau

Vice-Principal

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Annex A

## CCA Schedule

S/N	CCA	Day	Time
<b>Sports &amp; Games</b>			
1	Badminton	Mon / Wed	3.45pm to 6.15pm
2	Basketball Girls	Mon / Fri	3.45pm to 6.15pm
3	Basketball Boys	Mon / Wed	3.45pm to 6.15pm
4	Frisbee	Mon / Wed	3.45pm to 6.15pm
5	Floorball Girls	Wed / Fri	3.45pm to 6.15pm
6	Hockey Boys	Mon <sup>1</sup> / Wed / Fri	3.45pm to 6.15pm
7	Netball	Mon / Wed	3.45pm to 6.15pm
8	Volleyball Boys	Tue <sup>1</sup> / Wed / Fri	3.45pm to 6.15pm
<b>Uniformed Groups</b>			
9	Boys' Brigade	1 <sup>st</sup> & 3 <sup>rd</sup> Wed 2 <sup>nd</sup> & 4 <sup>th</sup> Sat	Wed: 3.45pm to 6.15pm Sat: 8.00am to 11.30am
10	National Cadet Corps (Land) (Boys only)	Fri	3.45pm to 6.15pm
11	National Police Cadet Corps	Wed	3.45pm to 6.15pm
12	Red Cross Youth	Wed	3.45pm to 6.15pm
<b>Performing Arts</b>			
13	Concert Band	Mon / Wed	3.45pm to 6.15pm
14	Choir	Mon / Wed	3.45pm to 6.15pm
15	Modern Dance	Mon / Wed	3.45pm to 6.15pm
16	English Language, Drama & Debating	Mon / Wed	3.45pm to 6.15pm
<b>Clubs &amp; Societies</b>			
17	Art Club	Friday	3.45pm to 6.15pm
18	Infocomm & Media Technology Club	Friday	3.45pm to 6.15pm
19	Environmental Science Club	Friday	3.45pm to 6.15pm

<sup>1</sup>Only during Peak Season (Competition, Preparation period) in the months of January to March and July to August.

\*The Student Council and Student Ambassadors have their meetings on Thursday, from 3.45pm to 6.15pm.