



# 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/2023/0751

20 December 2023

## Principal's Welcome for 2024 Secondary One Students

Dear Parents/Guardians of our Secondary One Students

- 1 Congratulations on your child's/ward's successful completion of the Primary School Leaving Examination (PSLE), as well as on your child'/ward's admission to Jurong West Secondary School (JWSS). We would like to extend a very warm welcome to our 2024 Secondary One students.

As your child/ward prepares to embark on his/her secondary education in JWSS, this letter provides important information and details that will assist you in getting your child/ward well-prepared to start Secondary One in 2024.

- 2 **Secondary One Registration**

This year's Secondary One Registration will take place online.

Our students should refer to the "Sec 1 Registration" section of our school website ([jurongwestsec.moe.edu.sg](http://jurongwestsec.moe.edu.sg)) for information such as the instructions on purchase of books and uniforms and other reporting details.

Please refer to **Annex A** for the list of key dates related to the start of the Secondary One journey. You can also expect to receive additional instructions via the Parents Gateway (PG) on 22 Dec 2023 (Fri) from 3 pm.

- Secondary One Orientation Programme and Acknowledge Forms
- For selected students:
  - SBB eligibility
  - HMTL eligibility
- Application for Art Elective Programme (AEP) and Music Elective Programme (MEP)

- 3 **Secondary One Form Class Allocation**

The Secondary One Form Class allocation and the names and email addresses of the Form Teachers will be sent via Parents Gateway (PG) on 28 Dec 2023 (Thu).

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### 4 School Reporting Time & Timetable

All students will report on 2 Jan 2024 (Tue) by 7.20 am for the first day of school.

From 3 Jan 2024 (Wed), students will assemble in their respective form classes by 7.20 am. The flag-raising ceremony will commence at 7.35 am. Students who are not present with their form classes by 7.35 am, will be considered late.

For parents who are driving, the designated drop-off point is outside the school gate. In the event of inclement weather, students can drop off at the sheltered front porch within the school compound.

Form Teachers will also be issuing the class timetables on 2 Jan 2024 (Tue) which will take effect after the Secondary One Orientation Programme from 8 Jan 2024 (Mon).

### 5 Secondary One Orientation Programme 2024 (2-5 Jan 2024)

The Secondary One Orientation Programme, planned as part of L.I.FE.@JW, will be a 4-day programme. Our Secondary One students will be able to participate in activities designed to acquaint them with their peers and assimilate into their new learning environment.

Secondary One students will report on 2 Jan 2024 (Tue) by 7.20 am and proceed to their respective form classes for the Secondary One Orientation Programme 2024. Please refer to the "Sec 1 Registration" section of our school website for more details on the 2024 Secondary One Orientation Day Programme. Parents can also expect a notification via Parents Gateway for more information of the Orientation Camp by 22 Dec 2023 (Fri).

### 6 Code of Conduct

In JWSS, we are committed to provide a holistic education for our students through a positive and conducive environment to learn and play. Our discipline philosophy and approach, embedded in the JWSS Code of Conduct, aim to nurture in our students the desired values and behaviours that would stand our students in good stead in the future.

The school's Code of Conduct is categorised under the **4As**: **A**ttire, **A**pppearance, **A**ttendance, **A**ttitude and Behaviour

For more details, you may refer to the school's Code of Conduct that is published on the school website (<http://jurongwestsec.moe.edu.sg/codeofconduct>).

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### 7 School Terms and Holidays

Please refer to MOE's Website ([moe.gov.sg/news/press-releases/20230807-school-terms-and-holidays-for-2024](http://moe.gov.sg/news/press-releases/20230807-school-terms-and-holidays-for-2024)) for School Terms and Holidays for 2024. Our school calendar will be uploaded on the school website by the end of first week in January 2024.

Please note that attendance in school is crucial for our students' holistic learning and development. The school takes a serious view of any wilful absence from school. Absence without valid reasons will have a direct impact on the student's conduct grade and testimonials.

### 8 Temperature-taking Exercise and Social Responsibility

Please note that a temperature-taking exercise will take place on 10 Jan 2024 (Wed). This is part of the school's continued vigilance and preparedness against any infectious diseases. Our students will be required to have with them functioning oral digital thermometers as part of the exercise.

JWSS is committed to inculcate social responsibility among our students as well as maintain a safe place of learning for them through high standards of hygiene. As such, students who are unwell, especially with flu-like symptoms such as fever or cough, should seek medical attention and not come to school. Together with your continuing support, JWSS will remain a healthy and safe environment for our students.

### 9 CCA Open House 2024

Co-Curricular Activities (CCAs) are an integral part of the students' lives in secondary schools. It is also mandatory for all students to have a CCA. To help students make an informed decision on their choice of CCA, a CCA Open House will be organised on the 3 Jan 2024 (Wed) during the Sec One Orientation Camp. All Secondary One students will be able to indicate three choices of their CCA.

The details of the 2024 CCA Open House are as follows:

Date	Duration	Venue
3 Jan 2024 (Wednesday)	2.30 pm – 5 pm	School

Please refer to **Annex B** for the list of CCAs offered in the school as well as the respective training schedules.

For any queries on CCA matters, please contact Ms Chai Jiamin (HOD PE & CCA) via email at [chai\\_jiamin@moe.edu.sg](mailto:chai_jiamin@moe.edu.sg).

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### 10 Sec 1 Parent Engagement Session (PES)

The objectives of the PES are as follows:

- (a) to inform parents/guardians about the programmes and processes that the school has in place to guide and support students in their transition to secondary school; and
- (b) to strengthen the partnership and communication between parents/guardians and Form Teachers.

The date of the PES will be on **20 Jan 2024 (Sat)**. More details will be provided nearer to the date.

### 11 Eligibility for Higher Mother Tongue Language (HMTL)

You will receive a letter of offer via PG if your child/ward is eligible to take HMTL. Please complete and submit the HMTL Letter of Offer via PG latest by **22 Dec 2023 (Fri)**.

If your child/ward is not eligible to take HMTL based on the PSLE results but meets the school-based eligibility criteria, an offer would be made by the school for your child/ward to take HMTL.

Should you have further queries on HMTL, please contact Mr Choy Chee Ping (HOD Mother Tongue Languages) via email at [choy\\_chee\\_ping@moe.edu.sg](mailto:choy_chee_ping@moe.edu.sg).

### 12 Talent Development Programme (JeWel)

**JeWel**, the school's signature Talent Development Programme, offers enriched and customised training and programme areas in, for example – English Language, Mathematics, Science, Sports and Art. Students will further explore their interests and strengths at more advanced levels of learning to enable them to pursue their passion at deeper levels. Enrolment into the **JeWel** programme is based on the student's talent and passion as well as academic results in the respective subject areas.

Secondary One students with a total AL score of 14 and below, and a corresponding AL4 or better for the subject, will be offered direct acceptance into the respective subject's **JeWel** Programme.

Secondary One students eligible for **JeWel** in English, Mathematics and Science will receive a notification via PG. They will be receiving the letters of offer from their Form Teacher on 5 Jan 2024 (Fri). Letters of offer for Sports and Art **JeWel** will be given to eligible students by end of January 2024. Our students will have opportunities to develop their talents and interests in other areas of **JeWel** programmes throughout their course in JWSS.

Please refer to the school website ([jurongwestsec.moe.edu.sg/holistic-development/the-jewel-programme-talent-development](http://jurongwestsec.moe.edu.sg/holistic-development/the-jewel-programme-talent-development)) for more information on **JeWel**.

Should you have further queries on the **JeWel** Programme, please contact Ms Tay Shi Ying (SH English) via email at [tay\\_shi\\_ying@moe.edu.sg](mailto:tay_shi_ying@moe.edu.sg).





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### **13 Subject-Based Banding (SBB) for students in Posting Groups 1 and 2**

Students in the above Posting Groups, who are eligible to offer subjects at a more demanding level will receive a letter of offer via PG.

Please complete and submit the SBB Letter of Offer via PG latest by **22 Dec 2023 (Fri)**.

Students are advised not to purchase the textbooks until they have decided whether to accept or reject the SBB offer. Do note that textbooks must be in acceptable condition for an exchange from the bookshop vendor.

Should you have further queries on SBB, please contact Dr Nandakumar (HOD Humanities) via email at [nandakumar\\_mayakestan@moe.edu.sg](mailto:nandakumar_mayakestan@moe.edu.sg).

### **14 Parent Support Group (PSG) Membership**

The PSG is our valued partner in education that complements the school by supporting the school's objectives to improve our students' well-being and learning educational experience. The PSG listens to parents' feedback on school operations, practices and programmes and provide feedback to the school. The PSG also facilitates the school's communication to parents. Parents who are actively involved in the PSG are better able to reach out and engage other parents. Over time, more parents have the opportunities to contribute and help make the school environment a more conducive place for learning.

We would like to strongly encourage all parents to be members of the PSG. Please indicate your interest to be part of our PSG at the following link <https://tinyurl.com/JWSS-PSG> by 12 Jan 2024 (Fri) and our school's PSG will get in touch with you.

### **15 School Smart Cards (SSCs)**

Students can continue to use their primary level SSCs till Apr 2024. New secondary level school smart cards will be delivered to the school by end Mar 2024. Students can still purchase the Bus Concession Pass (BCP) using their primary level SSCs but they would need to purchase the BCP for Secondary School students.

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### 16 Pastoral and Learning Support Team for 2024 Secondary One students

There is a strong culture of care in JWSS. Our Form Teachers work closely with our pastoral and learning support team to oversee the well-being of our students.

The pastoral and learning support team for 2024 Sec 1 are as follows:

Name	Designation	Contact Information
Mr Lee Kah Onn	Year Head Sec 1 & 2	6262 3593 (ext 125) <a href="mailto:lee_kah_onn_@moe.edu.sg">lee_kah_onn_@moe.edu.sg</a>
Ms Fong Sum Yi	Assistant Year Head Sec 1	6262 3593 (ext 303) <a href="mailto:fong_sum_yi@moe.edu.sg">fong_sum_yi@moe.edu.sg</a>
Mr Gymy Lim	School Counsellor	6262 3593 (ext 362) <a href="mailto:gymy_lim@moe.edu.sg">gymy_lim@moe.edu.sg</a>
Ms Nada Farzana	Special Educational Needs (SEN) Officer	6262 3593 (ext 365) <a href="mailto:nada_farzana_zainal@moe.edu.sg">nada_farzana_zainal@moe.edu.sg</a>

### 17 Queries and Contact Details

Please check our school website ([jurongwestsec.moe.edu.sg](http://jurongwestsec.moe.edu.sg)) or Parents Gateway for regular updates and announcements on the Secondary One Registration. Alternatively, you may post any questions at this link <https://go.gov.sg/2024sec1reg-query> and the relevant staff will get back to you. The link will be available until noon on 28 Dec 2023 (Thu).

You may also contact the General Office at 62623593 or email the school at [jwss@moe.edu.sg](mailto:jwss@moe.edu.sg) with your query.

### 18 I look forward to your strong partnership in providing an enriching and rewarding educational journey for our students.

I would also like to take this opportunity to wish you and your family members a very Happy New Year!

Ms Tan Ming Ming  
Principal  
Jurong West Secondary School

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Annex A

## JURONG WEST SECONDARY SCHOOL SUMMARY OF KEY DATES

Date	Item
<b>2023</b>	
Wednesday, 20 Dec 2023	<ul style="list-style-type: none"><li>• Release of Secondary 1 Posting Results</li><li>• Start of Secondary 1 e-registration via <a href="https://go.gov.sg/jwsec1req2024">https://go.gov.sg/jwsec1req2024</a></li></ul>
Friday, 22 Dec 2023	<ul style="list-style-type: none"><li>• PG Announcement on Secondary One Orientation Programme</li><li>• Complete Secondary 1 e-registration via <a href="https://go.gov.sg/jwsec1req2024">https://go.gov.sg/jwsec1req2024</a> by 12 noon</li></ul>
Thursday, 28 Dec 2023	<ul style="list-style-type: none"><li>• PG Announcement of Sec 1 Form Class Allocation</li></ul>
<b>2024</b>	
Tuesday, 2 Jan	<ul style="list-style-type: none"><li>• First Day of School</li></ul>
Wednesday, 3 Jan	<ul style="list-style-type: none"><li>• CCA Open House during Sec 1 Orientation Camp, 2:30 – 5 pm</li></ul>
Wednesday, 10 Jan	<ul style="list-style-type: none"><li>• Temperature taking exercise</li></ul>
Friday, 12 Jan	<ul style="list-style-type: none"><li>• Parent Support Group membership submission via <a href="https://tinyurl.com/JWSS-PSG">https://tinyurl.com/JWSS-PSG</a></li></ul>
Saturday, 20 Jan	<ul style="list-style-type: none"><li>• Secondary One Parent Engagement Session</li></ul>
Monday, 8 Jan - Thursday, 18 Jan	<ul style="list-style-type: none"><li>• CCA Trial Period</li></ul>
Thursday, 18 Jan - Wednesday, 24 Jan	<ul style="list-style-type: none"><li>• Submit CCA Option Form</li></ul>
Friday, 2 Feb	<ul style="list-style-type: none"><li>• Release of CCA Allocation Results (via Form Teachers to students)</li></ul>
Monday, 5 Feb	<ul style="list-style-type: none"><li>• CCA Registration and Start of CCA sessions</li></ul>

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Annex B

## JURONG WEST SECONDARY SCHOOL CO-CURRICULAR ACTIVITIES (CCA) SCHEDULE

S/N	CCA	Day	Time
<b>Sports &amp; Games</b>			
1	Badminton (Girls)	Wed / Fri	Mon: 3 pm – 6 pm  Wed: 3 pm – 6 pm (For even weeks: 4 – 6 pm for Upper Sec)  Fri: 2.30 pm - 5.30 pm
2	Badminton (Boys)	Mon / Wed / Fri	
3	Basketball (Girls)	Mon / Fri	
4	Basketball (Boys)	Mon / Wed	
5	Floorball (Girls)	Wed / Fri	
6	Hockey (Boys)	Mon* / Wed / Fri	
7	Netball (Girls)	Mon / Wed	
8	Volleyball (Boys)	Tue* / Wed / Fri	
<b>Uniformed Groups</b>			
9	Boys' Brigade	Fri and One Sat monthly	Wed: 3 pm – 6 pm (For even weeks: 4 – 6 pm for Upper Sec)  Fri: 2.30 pm - 5.30 pm
10	National Cadet Corps (Land) (Boys)	Fri	
11	National Police Cadet Corps		
12	Red Cross Youth	Wed / Fri	Sat: 8 am – 11 am
<b>Performing Arts</b>			
13	Concert Band	Mon / Wed	Mon: 3 pm – 6 pm
14	Choir		
15	English Language, Drama & Debating		Wed: 3 pm – 6 pm (For even weeks: 4 – 6 pm for Upper Sec)
16	Modern Dance	Wed / Fri	Fri: 2.30 pm - 5.30 pm
<b>Clubs &amp; Societies</b>			
17	Art Club	Fri	Fri: 2.30 pm to 5 pm
18	Infocomm & Media Technology Club		
19	Environmental Science Club		

\* Only during peak season (e.g. competition, preparation periods) in the months of January to March and July to August.

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