



# NEW TOWN SECONDARY SCHOOL

## Information for Parents / Guardians of 2023 Secondary One Students

### 1. 2023 Secondary One Online Registration & Posting:

- Parents / Guardians will receive the registration link via Parents Gateway (PG) on posting day, 21 Dec 2022 (Wed). For parents who are not yet on PG, please download and register for PG portal so that you can receive important notifications from MOE and the school.
- Sec 1 Registration Exercise is done online. The link will be accessible from **22 Dec 2022 (Thu)**. All registrations must be completed latest by **1 pm, 23 Dec 2022 (Fri)**.
- Parents / Guardians are **not required** to report to the school for e-registration.
- There will be NO on-site sale of textbooks, school uniform and PE attire in the school premises on 22 Dec 2022 (Thu)**.
- Students will be informed of their 2023 class via PG or parents' / guardians' email (for non-PG users) before the start of school on 03 Jan 2023 (Tue).

### 2. Appeal for Transfer (due to serious medical reasons only):

- Parents / Guardians may submit your appeal with supporting documents via email to [ntss@moe.edu.sg](mailto:ntss@moe.edu.sg) (Attention: Year Head, Ms Rozaina Rusli) by **12 pm on 22 Dec 2022 (Thu)**

### 3. Sale & Purchase of Textbooks, School Uniform and PE Attire:

- The Sec 1 booklist is available on the school website via this link: <https://newtownsec.moe.edu.sg/qq/slot/u174/ALP%202023/Booklist%202023/Full%20Booklist%202023.pdf>
- Online orders of textbooks, school uniform and PE attire are **strongly encouraged**. Parents / Guardians may do so from 21 – 22 Dec 2022. Please order early so that your purchases can arrive in time for the start of school year. Do take note that charges will apply for home delivery.
- The information on vendors' retail stores and online links for purchases are as follows:
  - Textbooks: Overseas Associates Pte Ltd – <https://www.oapl.sg>
  - School Uniform and PE Attire: Finest Fashion Centre – <https://finestuniform.com>. For online purchases of school uniform and PE attire, please take note that the password is **Newtown22**.
- Alternatively, on-site purchase and collection of textbooks, school uniform and PE attire are available from **23 Dec 2022 (Fri), 27 Dec 2022 (Tue) to 29 Dec 2022 (Thu)** and during the first two weeks of school from **03 Jan 2023 (Tue) to 06 Jan 2023 (Fri), 09 Jan 2023 (Mon) to 13 Jan 2023 (Fri)**. Please see table below for more information:

Day / Date	Time of Sale	Venue	Type of Purchase / Vendor	Payment Mode
23 Dec 2022 (Fri), 27 Dec 2022 (Tue) – 29 Dec 2022 (Thu)	9 am – 3 pm	Canteen	<b>Textbooks</b> Overseas Associates Pte Ltd:	Cash & PayNow
			<b>School Uniform and PE Attire:</b> Finest Fashion Centre	Cash & PayNow
* 03 Jan 2023 (Tue) – 06 Jan 2023 (Fri), 09 Jan 2023 (Mon) – 13 Jan 2023 (Fri)	9 am – 3 pm	Bookshop	<b>Textbooks</b> Overseas Associates Pte Ltd:	Cash & PayNow
		Canteen	<b>School Uniform and PE Attire:</b> Finest Fashion Centre	Cash & PayNow

\* Purchases during school term are to be made by students only. Parents/Guardians are not to come to school for purchases.

### 4. Reporting details for First Day of School, 03 Jan 2023 (Tue)

- On First Day of School, students are to report to school before 7.35 am.
- Students should be in their school Polo T-shirts and school shorts / skirts with white shoes.

## 5. Sec 1 Orientation Programme: 03 – 06 Jan 2023 (Tue – Fri)

- There is an orientation programme for all Sec 1 students from 03 - 06 Jan 2023 (Tue to Fri). A copy of the programme is issued with this Infosheet (Annex A). The programme aims to help your child / ward in adjusting to secondary school life, familiarising them with the school's policies, rules & regulations and environment as well as getting to know his / her classmates and teachers. Attendance for the programme is compulsory.
- There is no need to bring any textbooks and workbooks during this period. Students are to bring their own stationery, notebook and a storybook for silent reading.
- Dismissal time will be at 12.30 pm on 03 to 05 Jan 2023 (Tue to Thu). Do take note that the programme will end at 5 pm on 06 Jan 2023 (Fri). Kindly ensure that your child / ward has sufficient pocket money for lunch before the start of afternoon activities.
- There will be photo-taking for the student profile on 04 Jan 2023 (Wed). Students are expected to be in their school Polo T-shirts and shorts / skirts.

## 6. Parent Engagement Session cum CCA Open House: 14 Jan 2023 (Sat)

- We will be having Parent Engagement Session for Sec 1 parents / guardians cum CCA Open House on **14 Jan 2023 (Sat) from 8.30 – 11.30 am**. It is an opportunity for parents / guardians to get to know the School Leaders, Key Personnel and Form Teachers. During the session, you will be informed about the school's policies, conduct grades and assessment & examination matters.
- As it is also the CCA Open House, you will have the opportunity to get to know the CCAs offered and advise your child / ward accordingly before he / she makes his / her choice.
- Please indicate your attendance by completing the Reply Form, accessible via this link - <https://go.gov.sg/2023sec1pengmt> by 06 Jan 2023 (Fri).
- More information regarding the session will be made known to you nearer the time.

## 7. Forms

For submission of forms, please refer to the table below for more information:

S/N	Form	Mode of communications	Deadline
1	Appeal for Transfer (due to Serious Medical Reasons only)	Parents / Guardians are to email their appeal request to <b>Year Head, Ms Rozaina Rusli</b> with supporting documents via the school email: <a href="mailto:ntss@moe.edu.sg">ntss@moe.edu.sg</a>	22 Dec 2022 (Thu), 12 pm
2	Sec 1 Online Registration Exercise	QR Code and link will be sent via PG / email	23 Dec 2022 (Fri), 1 pm
3	MOE Financial Assistance Scheme (FAS)	Form is available at MOE's website: <a href="https://www.moe.gov.sg/financial-matters/financial-assistance">https://www.moe.gov.sg/financial-matters/financial-assistance</a> <ul style="list-style-type: none"><li>• Complete the form beforehand.</li><li>• Call the school general office to make an appointment for submission.</li><li>• Submit all forms with supporting documents to school latest on the appointed day.</li></ul>	03 Jan 2023 (Tue)

## 8. Questions

If you have any questions, please contact the school at **6775 4140**. Alternatively, please send in your queries to [ntss@moe.edu.sg](mailto:ntss@moe.edu.sg).



## 2023 SECONDARY 1 ORIENTATION PROGRAMME

<b>03 JAN 2023 (TUE)</b>		
<b>ATTIRE: School Polo T-Shirt and School Shorts / Skirt with White Shoes</b>		
<b>Time</b>	<b>* Venue</b>	<b>Activities</b>
07.40 – 08.00 am	Parade Square	<ul style="list-style-type: none"> <li>Flag Raising Ceremony – considered late for school after 7.35 am</li> </ul>
08.00 – 09.00 am	Classroom	<b><u>Form Teachers' (FTs) Time – Class Connect</u></b> <ul style="list-style-type: none"> <li>Getting to know one another</li> </ul>
09.00 – 09.30 am	Hall	<ul style="list-style-type: none"> <li>Principal's Address</li> </ul>
<b>09.30 – 10.00 am</b>	<b>Canteen</b>	<b>RECESS</b>
10.00 – 10.30 am	Classroom	<b><u>FT Time – Class Admin</u></b> <ul style="list-style-type: none"> <li>Class Administration with FTs</li> <li>Students to confirm parent attendance for Sec 1 Parent Engagement Session cum CCA Open House</li> </ul>
10.30 – 11.00 am		
11.00 – 11.30 am	Classroom	<b><u>Form Teachers' (FTs) Time – Class Connect</u></b> <ul style="list-style-type: none"> <li>Getting to know one another</li> </ul>
11.30 – 12.00 pm		
12.00 – 12.30 pm	Hall	<ul style="list-style-type: none"> <li>Discipline Briefing by HOD Student Management</li> </ul>
<b>12.30 pm</b>		<b>DISMISSAL</b>

<b>04 JAN 2023 (WED)</b>		
<b>ATTIRE: School Polo T-Shirt and School Shorts / Skirt with White Shoes</b>		
<b>Time</b>	<b>* Venue</b>	<b>Activities</b>
07.40 – 08.00 am	Parade Square	<ul style="list-style-type: none"> <li>Flag Raising Ceremony – considered late for school after 7.35 am</li> </ul>
08.00 – 09.00 am	Classroom / Hall	<ul style="list-style-type: none"> <li>Team Bonding Games by Student Leaders / Photo-Taking</li> </ul>
09.00 – 09.30 am		
09.30 – 10.00 am		
<b>10.00 – 10.30 am</b>	<b>Canteen</b>	<b>RECESS</b>
10.30 – 11.00 am	Various venues	<ul style="list-style-type: none"> <li>Scavenger Hunt – Getting to know the school</li> </ul>
11.00 – 11.30 am		
11.30 – 12.00 am	Hall	<ul style="list-style-type: none"> <li>Year Head Address</li> <li>Talk by School Counsellor</li> <li>Safety Briefing by HOD i/c of Safety</li> </ul>
12.00 – 12.30 pm		
<b>12.30 pm</b>		<b>DISMISSAL</b>

**05 JAN 2023 (THURS)****ATTIRE: School Polo T-Shirt and School Shorts / Skirt with White Shoes**

Time	* Venue	Activities
07.40 – 08.00 am	Parade Square	• Flag Raising Ceremony – considered late for school after 7.35 am
08.00 – 09.00 am	Classroom	• FT Time – Class Connect
09.00 – 09.30 am		
<b>09.30 – 10.00 am</b>	<b>Canteen</b>	<b>RECESS</b>
10.00 – 10.30 am	Classroom / Hall	• Team Bonding Games by Student Leaders
10.30 – 11.00 am		
11.00 – 11.30 am		
11.30 – 12.00 pm		
12.00 – 12.30 pm	Classroom	• Reflection
<b>12.30 pm</b>		<b>DISMISSAL</b>

**06 JAN 2023 (FRI)****ATTIRE: School PE T-Shirt and School Shorts / Skirt with White Shoes**

Time	* Venue	Activities
07.40 – 08.00 am	Parade Square	• Flag Raising Ceremony – considered late for school after 7.35 am
08.00 – 09.00 am	Classroom	• Leadership Challenge: It Starts with Me!
09.00 – 09.30 am		
<b>09.30 – 10.00 am</b>	<b>Canteen</b>	<b>RECESS</b>
10.00 – 10.30 am	Classroom	• Leadership Challenge: It Starts with Me!
10.30 – 11.00 am		
11.00 – 11.30 am		
11.30 – 12.00 pm	Classroom	• Reflection
12.00 – 12.30 pm	Hall	• CCA Briefing by HOD PE/CCA
<b>12.30 – 2.30 pm</b>	<b>Canteen</b>	<b>LUNCH</b>
2.30 – 5 pm	Various venues	• Uniformed Groups Engagement Programme (UGEP) • Orientation Programme Finale
<b>5 pm</b>		<b>DISMISSAL</b>

\* Venue(s) may be subjected to changes. Students will be informed accordingly.