



Ref No: NTSS-2022-0205

26 October 2022

Dear Parents/Guardians of 2023 Secondary 1, 2 and 3 Students

The following information pertains to your child/ward for the next academic year in 2023:

1. First Day in School on Tuesday 03 Jan 2023

- a. Do not report to school if unwell.
- b. Report to Parade Square for morning assembly.
- c. Bring a book to read.
- d. Attire is **Half-school uniform i.e. polo shirt and school skirt/pants/shorts** with white shoes.
- e. The 2023 class timetable will be made available on the school website on Friday 30 Dec 2022.

2. School Reporting Time

Reporting time to	Monday to Friday
School Foyer	7.35am <i>(After which, students will be considered late for school)</i>
Parade Square	7.40am
Classroom for 1 st subject period	8.00am

3. Compulsory Co-Curricular Activities (CCAs) on Tuesdays

- a. As of 2023, CCAs will be conducted on Tuesdays and/or Fridays after school dismissal.

CCAs / CCA Days (s)	Tuesday	Friday
Sports and Games	✓	✓
Performing Arts	✓	✓
Visual Art and Clubs	✓	As required
Uniformed Groups	As required	✓

- b. More information on CCA will be made available on the school website by the end of December 2022.

4. Absenteeism due to illness

- a. A medical certificate (MC) or letter from parent/guardian is required when your child/ward is absent from school. Letter from parent/guardian is capped at two per semester.
- b. A valid MC must be produced by a student who has missed any scheduled test or examination.
- c. For digital MC, parents can choose to forward the URL to your child's/ward's Form Teacher via SMS or email or print out a hardcopy and submit to the Form Teacher through your child/ward.

5. No Overseas Travels during School Term

- a. Students should not overextend their year-end holiday into Term 1 of January 2023 for personal and family overseas travel.
- b. Absenteeism from school without a valid reason is a form of truancy.
- c. For cases with valid reasons, approval from the Vice-Principals need to be sought prior to the booking of any overseas trips.

6. Purchase of School Textbooks and School Attire

- a. The 2023 booklists will be made available on the school website on Tuesday 01 Nov 2022.
- b. There is an option for online purchase of school textbooks and school attire. Vendor information and online ordering is available on the school website.

7. Collection of school-issued School Uniform and PE Attire of New Merged School

- a. Students are to collect School Uniform and PE Attire at the school canteen between 19 to 21 December [9.00am to 3.00pm].
- b. Students on Financial Assistance Scheme (FAS) for year 2023 will be required to bring along the MOE FAS letter during collection.
- c. A reminder notification regarding the dates and time of collection will be sent to all parents/guardians via Parents Gateway by mid-Nov.

8. Safety Measures and Management (COVID-19)

- a. There is no requirement for students to wear face masks but those who wish to, can continue to do so.
- b. Visual and question screening will be conducted at school entrance and in classrooms to check for signs of being unwell and for having flu-like symptoms.
- c. Students who are unwell, should see a doctor promptly and remain at home until they recover. Students who are unwell will be sent home immediately.
- d. Students are encouraged to practise frequent hand-washing, wipe down tables and shared equipment after use.

If you have any questions, please contact the school at **67754140** [8.00am to 3.30pm]. Alternatively, you can send your inquiry to **ntss@moe.edu.sg**.

Yours faithfully

Mr Ari Manickam
Principal-Designate