



TAMPINES SECONDARY SCHOOL

A CARING COMMUNITY OF LEARNERS, THINKERS AND LEADERS

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22 January 2021

Dear Parent / Guardian

TPSS Circular Term One 2021

A warm welcome from Tampines Secondary School for the new school year! At Tampines Secondary School, we believe in partnering parents/guardians to provide a holistic education for our students. To facilitate this effort, we provide some key information about the school and Term One events in this circular.

1. COVID-19 Safe Management Measures (SMM)

While the COVID-19 situation in Singapore has improved significantly, the school continues to be vigilant in complying with the measures to ensure the safety and well-being of our students and staff. These measures include:

- Daily temperature taking and visual screening;
- Frequent cleaning and disinfecting of the school premises daily;
- Mandatory wearing of face masks by all students and staff;
- Fixed seating arrangements in classrooms and canteen;
- Minimise intermingling across classes and between levels;
- Staggered recess and dismissal timings;
- Conduct of CCAs in accordance to SMM guidelines.

We seek your understanding and support for the following:

- ensure your child/ward brings a working personal Oral Digital Thermometer (ODT) to school every day (Sec One students were issued with an ODT on the first day of school);
- reinforce the importance of good personal hygiene habits, such as washing hands with soap regularly;
- ensure your child/ward goes home directly after dismissal from school and not hang around in public places;
- ensure your child/ward complies with national regulations on social distancing and the size of group gatherings outside of school;
- ensure your child/ward seeks medical attention if he/she is feeling unwell and to inform the school accordingly.

To reduce transient congestion during school dismissal and to coordinate dismissal with Tampines Primary School, classes will be dismissed according to the following times:

Level	Monday	Tuesday	Wednesday	Thursday	Friday
Sec 1 & 2	1E & 2E - 1.30 pm 1NA & 2NA - 2.10 pm	2.40 pm	2.10 pm	2.10 pm	12.35 pm
Sec 3, 4 & 5	2.30 pm	2.30 pm	2.15 pm	2.15 pm	12.30 pm

Classes which end at other timings on Mondays and Thursdays will be dismissed at the end of the lessons.



Our staff conducting the visual screening every morning from 6.45 am



Our VP, Mr Cheong, and OM at one of the screening stations



Temperature taking during morning assembly at 7.30 am



Designated seat for every student in the canteen

2. Road safety and parking within the school

Parents/guardians are requested to reinforce the importance of road safety habits. Students should use pedestrian crossings and be vigilant at all times and not be distracted by mobile devices.

Parents/guardians who drive to drop off or pick up their child/ward should do so at the designated points and follow the traffic flow as directed by our security officers. Parents/guardians are encouraged to drop off their child/ward early so that their child/ward is able to report to their respective classes by 7.30 am. We would also require you to observe the speed limit of 15 km/h at all times. This is to ensure the safety of our students as well as other road users.

Parents/guardians who wish to pick up their child/ward after school dismissal are to note that they will only be allowed to drive into the school from 2.15 pm onwards on Mondays to Thursdays and from 12.30 pm on Fridays. This is to allow the primary school buses to leave the school premises promptly

and to mitigate traffic flow to ensure safety for both primary and secondary students during the busy school dismissal times.

Parents and visitors who wish to enter the school premises are to obtain a visitor pass at the guard house, display the pass prominently and approach the General Office for assistance. Please note that due to limited parking lots, parents and visitors may have to park at the nearby HDB car parks when the school carpark lots are full.

3. Tampinesian Code of Conduct

The Tampinesian Code of Conduct outlines the rules and expectations of all students. These have been communicated to them at the start of the new school year. The rules and expectations can be found in the e-version of the Tampines Companion which is available to all students. You may also refer to the school website (<https://tampinessec.moe.edu.sg/our-school/tampinesian-code-of-conduct>) for information on the Tampinesian Code of Conduct.

a. Attendance and Punctuality

Students are required to attend school every day as well as all activities planned for them including CCAs, school events etc. When a student is absent from school, an SMS alert will be sent at 9.00 am to the mobile number of the parent/guardian (primary caregiver). Parents/guardians are requested to update the school on the reasons for absence. If students are certified medically unfit, students are required to submit a medical certificate (MC) to the form teacher upon their return to school. The school will take into consideration letters from parents/guardians for non-medical emergencies/urgent family matters. Please note that **only two letters per term** will be accepted as it is important to ensure regular attendance to support students' learning. Absence without a valid reason is deemed as truancy and students will face disciplinary consequences.

Students are required to report to school punctually every day. The morning assembly starts promptly at 7.30 am each day and students are expected to be in class by 7.30 am. A student who is not with the class at 7.30 am is considered late for school. Students who are late for 3 times or more will face disciplinary consequences.

b. Image of a Tampinesian

The image of a Tampinesian is important to the school and is a reflection of school pride. Students must conform to the dress code to uphold the image in terms of both attire and grooming. Students are to wear the prescribed school uniform and modifications to the uniform are not allowed. In view of the current pandemic situation, students are allowed to report in school t-shirts and pants/skirts to be more comfortable in class. Students are allowed to wear only white or predominantly white school shoes with white socks which must cover the ankles. Students are to ensure their hairstyles are neat, tidy and appropriate for school. Hair should not be coloured or tinted.

Students who do not conform will be asked to make the necessary amendments and parents/guardians will also be informed. The school seeks parents'/guardians' support and cooperation to ensure their child/ward adheres to the dress code.

c. Mobile Devices Policy

To ensure that students are fully focussed on learning during curriculum hours and are not distracted by calls, messages or use of social media, the school has a strict Mobile Devices Policy. The policy prohibits the use of mobile phones during curriculum hours and students are required to switch off their devices. Students are allowed to use their mobile devices in designated mobile device zones before school and during recess, or when authorised by teachers for teaching and learning purposes.

4. Use of Students' Personal Data

We seek your understanding on the collection, use and disclosure of students' personal data and information by the school for official purposes. The school may require such personal data in carrying out administrative matters (e.g. registration for events) or student care purposes (e.g. access arrangements for examinations). This is consistent with legal and regulatory requirements. If any change is made, we will make an announcement via the school's website.

5. Use of student's images for publications and publicity efforts

Over the course of events and activities happening at Tampines Secondary School, we strive to capture important moments in our school's history through photography or videography. These serve as an important part of our school's heritage to help us preserve memories that we can share with future generations of Tampinesians. Photographs or video images of your child/ward may be taken during school activities and events such as classroom lessons, CCA, school camps, or school concerts. The school may use and publish such photographs or video recordings in school publications, the school's website, social media channels, or other communication channels.

If you do not wish for your child/ward's image to appear in any of the above, please contact the Corporate Communications Team via corporatecom@tpsec.edu.sg.

6. Snack Time

All students have a recess break during the course of curriculum hours. In addition to this, there is also a provision of Snack Time to help ensure your child/ward has the opportunity to eat a healthy snack either before or after their recess breaks. Students were given the opportunity at the start of the year to decide as a class the Snack Time timing that best meets their well-being. We encourage students to bring sufficient healthy snacks like sandwiches and fruits for their Snack Time. We would like to also strongly encourage parents/guardians to ensure your child/ward has breakfast every morning before school.

7. National Digital Literacy Programme

At MOE's Committee of Supply Debate in March 2020, MOE launched the National Digital Literacy Programme (NDLP) for our schools and Institutes of Higher Learning to help students strengthen their digital literacy. One of the components of the NDLP is the introduction of the Personalised Digital Learning Programme (PDLP) for all secondary school students, whereby every secondary school student will own a school-prescribed Personal Learning Device (PLD) by end-2021.

We are pleased to inform you that we are under Phase 1 of the PDLP and we will be providing you with more information on this soon, including the purchase of the PLD.

8. Term One Calendar of Events

a. Chinese New Year School Celebration - 11 February

The school will celebrate Chinese New Year on 11 February with engaging activities. Students will be dismissed early, at 10.30 a.m., following the celebration. In celebrating with the community, TPSS collects donations of food items to be packed into hampers and given to the elderly from a selected home within the Tampines area. We hope to get support from students and parents/guardians in this effort. More details will be given to your child/ward by their Form Teachers closer to the date.

b. Weighted Assessment 1 - Milestone Tests – 16 February to 1 March

The students will be sitting for short Milestone Tests in Weeks 7 and 8 to check their understanding of what they have learnt by then. This will be the weighted assessment for Term 1. More details on assessments for the year will be shared at a later date in due course.

c. Parent Engagement Sessions

The Parent Engagement Sessions give the school opportunities to engage parents at the respective levels to communicate key information and clarify any matters. Please refer to **Annex A** for the schedule of Parent Engagement Sessions for the respective levels. We will provide more details on the sessions in due course.

Please refer to **Annex A** for a list of key events for Term One.

9. School Communications

The school has multiple communication platforms with parents. The school website is a key platform and parents/guardians may refer to it for more detailed information on various school programmes and events throughout the year. The school calendar can also be found on the school website. If you are unable to find the information you require, you may contact the school at 67835423 or email tpss@moe.edu.sg with your queries.

The Termly Circular serves to update parents on key information and upcoming major school events on a termly basis. The circular is communicated via Parents Gateway and can also be viewed on the school website under “Announcements”.

Should you need to enquire about your child/ward’s development and progress in school, you may contact the form or subject teachers via the school’s main telephone line. Alternatively, you may send an email to the teachers (please refer to **Annex B** for the list of form teachers and their email addresses). We strongly encourage parents/guardians to call the school first to get in touch with the teachers so that they can respond as promptly as possible. Please note that, except in emergency situations, teachers may not respond to communication initiated after 6.30 pm until the next working day.

Besides the above, we have our own social media channels. To keep updated on the various activities and events in school on a regular basis, you can follow us at:

Facebook: <https://www.facebook.com/TampinesSec>

Instagram: <https://www.instagram.com/tampinessec/>

TPSS Parents Microsite

We are excited to share with you the launch of our newly designed Parents Microsite at <https://go.gov.sg/TPSSparents>. We endeavour to provide you with up-to-date information and partner you in the development of your child. Hence, this microsite serves to support you in the navigation of information useful and relevant to parents/guardians.

We wish to thank our wonderful Parents as Partners Network (PPN), our school’s parent support group, for their time and energy to make this site possible. We strongly encourage all parents/guardians to join our PPN.

For any queries and feedback on this site, please contact Ms Violet Tan (SH Partnerships) at tan_su_ling_violet@moe.edu.sg.

10. Conclusion

Although the COVID-19 pandemic is still ongoing, 2021 is shaping up to be a meaningful year for the school. Apart from the implementation of the PDLP and the Character and Citizenship Education 2021, the school is celebrating its 35th anniversary. We are pleased to share with you the theme for our celebrations – “Appreciating the Past, Forging Ahead Together”. The theme encapsulates our appreciation to those who have contributed to the growth of the school over the years as well as our aspiration to bring the school to greater heights.

Together, the Tampinesian community will stay true to our mission, and live by our motto in realising the potential of our students – *Betterment of Self for Society*.

Thank you.

Yours faithfully,



Mr Lan Mingjun
Principal

Summary of Key School Events in Term One 2021

Date	Event	Involvement
29 Jan	Sec 1 CCA Posting Sec 1 Parent Engagement Session	Sec 1 students Sec 1 parents
11 Feb	Chinese New Year Celebration	All students will be dismissed at 10.30 am
12 & 15 Feb	Chinese New Year Public Holiday & Chinese New Year School Holiday	Students need not report to school
16 – 23 Feb	Sec 1 – 5 Milestone Test 1	Further details will be given before the test period
24 Feb – 1 Mar	Sec 3 – 5 Milestone Test 1	Further details will be given before the test period
8 - 11 March	Sec 4 NA and 4 NT Elective Module Programme	Sec 4 NA and 4 NT students will have a modified curriculum and dismissal time
12 Mar	Release of S1-5 progress report	All Students
12 Mar	Parent Engagement Session	Parents of Sec 2 and Sec 4 students are strongly encouraged to attend. More details will be provided in due course.

Form Teachers (Lower Secondary Classes)

Class	Form Teachers	Email Address
1E1	Mdm Mazni Abu Bakar	mazni_abu_bakar@moe.edu.sg
1E1	Mr Loh Yuan Jie Donovan	loh_yuan_jie_donovan@moe.edu.sg
1E2	Ms Xiao Min	xiao_min@moe.edu.sg
1E2	Ms Nicole Yip Wan Wei	yip_wan_wei@moe.edu.sg
1E3	Mr Lim Kang Yong Benjamin	kang_yong_benjamin_lim@moe.edu.sg
1E3	Ms Li Sijie	li_sijie@moe.edu.sg
1E4	Mr Mohd Faaiz Ishar	mohd_faaiz_ishar@moe.edu.sg
1E4	Ms Amy Lui	lui_amy@moe.edu.sg
1N1	Mr Tan Lee Hock James	tan_lee_hock_james@moe.edu.sg
1N1	Mdm Norfatimah Hanim Norazian	norfatimah_hanim_Norazian@moe.edu.sg
1N1	Mr Ridzafir Syah Abdul Rahim	ridzafir_syah_abdul_rahim@moe.edu.sg
1N2	Ms Choo Weilin	choo_wei_lin@moe.edu.sg
1N2	Mr Sng Ah Soon	sng_ah_soon@moe.edu.sg
1N2	Mdm Nur Sahilah Rasid	nur_sahilah_rasid@moe.edu.sg
1T1	Mr Mohamad Imran Ab Malek	mohamad_imran_ab_malek@moe.edu.sg
1T1	Mr Derrick Tan	tan_eng_tee_derrick@moe.edu.sg
1T1	Mdm Noor Hanis Jasni	noor_hanis_jasni@moe.edu.sg
2E1	Ms Rachel Ng Yi Ting	ng_yi_ting_rachel@moe.edu.sg
2E1	Mr Ariston Tay	ariston_tay_jing_yan@moe.edu.sg
2E2	Mdm Warda Mohamed Shariff	warda_mohamed_shariff@moe.edu.sg
2E2	Mdm Shen Simin Nicole	shen_simin@moe.edu.sg
2E3	Mdm Shaheeda Supar	shaheeda_supar@moe.edu.sg
2E3	Mrs Tham-Chow Jia Xuan	chow_jia_xuan@moe.edu.sg
2E3	Ms Violet Tan Su Ling	tan_su_ling_violet@moe.edu.sg
2E4	Ms Chen Liwen	chen_liwen@moe.edu.sg
2E4	Mr John Ng Lee Wei	ng_lee_wei_john@moe.edu.sg
2N1	Mr Mohammed Ariff Mohtar	mohammed_ariff_mohtar@moe.edu.sg
2N1	Ms Jasmine Tan Jie Min	jasmine_tan_jie_min@moe.edu.sg
2N1	Mr Esfan Rizal Rahwom	esfan_rizal_rahwom@moe.edu.sg
2N2	Mdm Chan Wan Yin	chan_wan_yin@moe.edu.sg
2N2	Mr Nicholas Seow Wei Ming	nicholas_seow_wei_ming@moe.edu.sg
2N2	Mr Lee Kwee Wei	lee_kwee_wei@moe.edu.sg
2T1	Mdm Tan Yoke Leng	tan_yoke_leng@moe.edu.sg
2T1	Mdm Ng Liang Jeah	ng_liang_jeah@moe.edu.sg
2T1	Mr Mohammad Sufian Amir	mohd_sufian_amir@moe.edu.sg

Form Teachers of Upper Secondary Classes

Class	Form Teachers	Email Address
3E1	Ms Jene Wei	wei_yihui_jene@moe.edu.sg
3E1	Ms Marini Musa	marini_musa@moe.edu.sg
3E2	Mr Joshua Khong You Wei	khong_you_wei@moe.edu.sg
3E2	Ms Samantha Koh Siew Tian	koh_siew_tian_samantha@moe.edu.sg
3E3	Ms Yu Hsin-Ju	yu_hsin-ju@moe.edu.sg
3E3	Mr Zulkifli Mohamed	zulkifli_mohamed@moe.edu.sg
3E4	Ms Sumangalam Haridas	sumangalam_haridas@moe.edu.sg
3E4	Mr Teo Shao Hao	teo_shao_hao@moe.edu.sg
3E4	Mdm Liy Lee Ping (From Feb)	liy_lee_ping@moe.edu.sg
3N1	Mr James Lim Choy Kee	james_lim@moe.edu.sg
3N1	Ms Tan Shin Shin	tan_shin_shin@moe.edu.sg
3N2	Mr Joseph Lum Mun Kit	lum_mun_kit@moe.edu.sg
3N2	Mdm Liy Lee Ping (Till Feb)	liy_lee_ping@moe.edu.sg
3N2	Ms Sun Yu (From Feb)	sun_yu@moe.edu.sg
3N3	Mr Tan Sing Hwa	tan_sing_hwa@moe.edu.sg
3N3	Ms Andrea Lee Shu Qi	andrea_lee_shu_qi@moe.edu.sg
3T1	Mdm Veni Thavasagayan	veni_thavasagayan@moe.edu.sg
3T1	Mdm Amy Wong Lian Fong	wong_lian_fong@moe.edu.sg
3T1	Mdm Loh Ming Woon	loh_ming_oon@moe.edu.sg
4E1	Ms Anis Mastura Mohamed Salim	anis_mastura_mohamed_salim@moe.edu.sg
4E1	Mr Ivan Lee Jia Xiang	lee_jia_xiang_ivan@moe.edu.sg
4E2	Mdm Lim Chu Toh	lim_chu_toh@moe.edu.sg
4E2	Mr Koh Gim Koon	koh_gim_koon@moe.edu.sg
4E3	Mdm Leong Jia En	leong_jia_en@moe.edu.sg
4E3	Mr Ong Chih Faah	ong_chih_faah@moe.edu.sg
4E4	Mdm Ho Sam Hong	ho_sam_hong@moe.edu.sg
4E4	Mr Nallu Dhinakharan	nallu_dhinakharan@moe.edu.sg
4N1	Ms Chia Yu Ru	chia_yu_ru@moe.edu.sg
4N1	Mr Khyrul Anwar B Jamil	khyrul_anwar_jamil@moe.edu.sg
4N1	Mr Ahmad Kamarudin Masudi	ahmad_kamarudin_masudi@moe.edu.sg
4N2	Mdm Zhang Simin	zhang_simin@moe.edu.sg
4N2	Mdm Nuraisyah Razali	nuraisyah_razali@moe.edu.sg
4N2	Mr Shahril Md Shah	shahril_mohd_shah@moe.edu.sg
4T1	Mdm Nurliyana Hassan	nurliyana_hassan@moe.edu.sg
4T1	Mr Chen Chang Jin	chen_changjin@moe.edu.sg
4T1	Ms Hannah Rheyra Devaser	hannah_rheyra_devaser@moe.edu.sg
5N1	Ms Hamisah Shekh Nahji	hamisah_shekh_nahji@moe.edu.sg
5N1	Mr Kevin Ng Woon Bing	ng_oon_bing_kevin@moe.edu.sg