



# St. Margaret's Secondary School

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**1 October 2021**

Dear Parents/Guardians,

I would like to thank all parents/guardians for your support and partnership. This year has presented us with new challenges related to the COVID-19 pandemic. With the recent high number of community cases emerging and to keep school safe, all students and staff will need to continue to practise good personal hygiene, social responsibility and abide by safe management measures, whether in or outside school. Students and staff are reminded to carry their Trace Together token with them and to keep to a small social bubble.

On another note, the National Examinations have started and the End-of-Year Examinations (EYE) will begin shortly. The academic demands may place stress on our students. We will continue to monitor and enhance their well-being and seek your help to do the same at home. Should you have any concerns, do connect with the school for assistance.

## **COVID-19 Precautionary Safe Management Measures (SMM)**

In addition to the prevailing SMM in place, we seek the help of parents/guardians to:

- ensure that your daughter/ward is well with no flu-like symptoms before she comes to school.
- keep your daughter/ward at home and inform her Form Teachers immediately should
  - any household member (6 years old and above) be unwell with acute respiratory infection OR
  - any household member have received Health Risk Warning notifications, Quarantine Orders or positive ART/PCR test results
- ensure that your daughter/ward return home immediately after school. Remedial / Supplementary lessons will be conducted online as far as possible.
- remind your daughter/ward to observe basic safe measures of hand hygiene, mask wearing, and avoid sharing food. She should eat individually and not talk when her face mask is down or off.

## **For Secondary 1, 2 and 3 Students**

### **1. End-of-Year Examinations**

Students will be sitting their End-of-Year Examinations in Term 4 Week 4. In line with the SMM to reduce intermingling during the breaks and after the papers end for the day, please note the following:

#### **(a) Consumption of Food and Returning Home after Paper**

- (i) Students are advised to bring their own food from home to eat during the break between papers (the canteen will be open should they need to buy food).
- (ii) Food must be consumed in the classroom at the students' designated seats.
- (iii) Students must return home immediately after their papers for the day are over.

**(b) Adjustment of Start and End Time for Secondary 2 Papers on 6 and 7 October**

On Wednesday, 6 October and Thursday, 7 October, the start and end time of the Secondary 2 papers will be adjusted to start 30min later to minimize intermingling among students from other levels. There is no change in the reporting time. Students will report to school by 7.30am for the morning assembly on both days.

The details of the adjusted time slots can be found in Annex A.

**2. Marking Days**

Students are not required to attend school on Monday, 18 October and Tuesday, 19 October as these are designated as marking days.

**3. Programme after End-of-Year Examinations**

There will be a series of activities for students after the End-of-Year Examinations from Wednesday, 20 October. These activities include the checking of examination scripts and lessons for curriculum continuity.

A detailed schedule will be sent to parents/guardians via Parents Gateway **by Wednesday, 13 October**.

**4. Purchase of Uniforms and Textbooks**

In view of the national posture to minimize intermingling and big crowd sizes, please note that there will be no walk-ins allowed for purchases of school books and uniforms.

Orders and payment of new uniforms and textbooks will be done online with home delivery services as a default. Details will be available on the school website by Friday, 29 October.

There are limited slots for parents who choose to self-collect the purchases. For parents/guardians who are doing self-collection, please ensure that you have your order number with you. You may park in the school following dates and times:

Item	Self-collection Dates	Time
<b>Books</b>	Monday, 8 November to Friday, 17 December (weekdays only)	9.00am – 3.00pm
<b>Uniforms</b>	Monday, 6 December to Friday, 17 December (weekdays only)	

**5. Financial Assistance Scheme (FAS)**

The application form for the FAS in 2022 will be available from Monday, 18 October and interested students may:

- (a) Obtain the application form from the General Office Front Desk staff;
- (b) Request (at [admin\\_stmargaretss@moe.edu.sg](mailto:admin_stmargaretss@moe.edu.sg)) for the application form to be emailed to them; or
- (c) Download the application form directly from the school website at <https://go.gov.sg/smfas>

For current students on the FAS, the form will be posted to parents or handed over to the students directly. To submit the application form for the FAS, students may:

- (a) Hand the completed form directly to the General Office Front Desk staff; or
- (b) Scan the form with the supporting documents and email them to the school at [admin\\_stmargaretss@moe.edu.sg](mailto:admin_stmargaretss@moe.edu.sg).

For current students on the FAS who wish for it to be renewed will have to submit a new application. Applicants would need to satisfy the following criteria:

- Singapore Citizen and
- Gross household income not exceeding \$2750 per month or per capita income not exceeding \$690 per month.

The window periods for the submission of the FAS application form are shown in Annex B.

### **For Lower Secondary Students**

#### **6. Secondary 2 Subject Combination Exercise**

The Secondary 2 Subject Combination Exercise will be conducted online for all Secondary 2 students from Friday, 29 October to Tuesday, 2 November.

More information will be provided to parents/guardians of Secondary 2 students by Friday, 22 October via Parents Gateway and the Secondary 2 Subject Combination microsite at <https://go.gov.sg/2021-smss-sec2subjcombi-microsite>.

Thank you for your continued support and partnership.

Yours faithfully,  
Ms Linda Lim  
Principal

**Annex A**

**Adjustments to Secondary 2 Papers on 6 and 7 October**

<b>Classes/ Students</b>	<b>Date</b>	<b>Paper</b>	<b>Original Time Slot</b>	<b>Adjusted Time Slot</b>
S2-1 to S2-6 & Sec 2 SBB Students	Wednesday, 6 October	English Language Paper 1	8.00am – 9.50am	8.30am – 10.20am
		English Language Paper 2	11.00am – 12.50pm	11.30am – 1.20pm
	Thursday, 7 October	Higher Chinese / Higher Tamil Paper 1	8.00am – 10.00am	8.30am – 10.30am
		Chinese / Malay / Tamil Paper 1	8.00am – 10.00am	8.30am – 10.30am
		Higher Chinese / Higher Tamil Paper 1	11.00am – 12.45pm	11.30am – 1.15pm
		Chinese / Malay / Tamil Paper 1	11.00am – 12.30pm	11.30am – 1.00pm
S2-7 (non- SBB students)	Wednesday, 6 October	English Language Paper 1	8.00am – 9.15am	8.30am – 9.45am
		English Language Paper 2	11.00am – 12.20pm	11.30 – 12.50pm
	Thursday, 7 October	Basic Chinese / Basic Malay / Basic Tamil	8.00am – 8.50am	8.30am – 9.20am
		Basic Chinese / Basic Malay / Basic Tamil (Listening Comprehension)	11.00am – 11.45am	11.30am – 12.15pm

## Annex B

### Window periods for the submission of the FAS application form

Level	Start Date for Application	Submission Deadline	Remarks
For Sec1 (2021) students going to Sec 2 (2022)	Monday, 25 October 2021	Friday, 19 November 2021	Students need to confirm their SBB subjects (for 2022) before submitting their FAS application forms.
For Sec 2 students (2021) going to Sec 3 (2022)	Monday, 10 November 2021	Friday, 19 November 2021	
For Sec 3 students (2021) going to Sec 4 (2022)	Monday, 25 October 2021	Friday, 19 November 2021	-
For S4-6 to S4-8 students (2021) going to Sec 5 (2022)	Friday, 17 December 2021*	Friday, 7 January 2022	-

\* Tentative – dependent on date of release of N-level results. S4-6 to S4-8 students should only submit their FAS application forms if they are continuing their studies at St. Margaret's Secondary School at Secondary 5.