



PASIR RIS CREST SECONDARY SCHOOL

11 Pasir Ris Street 41 Singapore 518934 Tel: 6581 1655 Fax: 6581 3226

23 August 2024

PRCS2024/043

Dear Parents/Guardians

School Updates 2024/06 (Secondary 4E/ Secondary 5 N(A))

1. Early leave from school

The safety and well-being of our students are of utmost importance to the school. If your child/ward becomes unwell during school or CCA hours and needs to leave early to see a doctor, it is critical and hence, compulsory that a parent, guardian, or another family member comes to the school to pick them up.

This procedure ensures that the student is safely escorted home and is not left unattended. It also helps us maintain accurate records of student departures and ensures that someone responsible is aware of their condition and whereabouts. By following this protocol, we can effectively manage the care of students who are feeling ill and provide a safe and supportive environment. We appreciate your cooperation in helping us maintain these important safety measures.

2. Staff Appreciation Week

The Staff Appreciation Week celebrations will take place from **Monday, 26 August to Thursday, 29 August 2024**. The week's programme is planned and implemented and led by the student leaders with the aim of developing the value of gratitude in Crestians and allowing the Crestian family to bond through various activities.

Date	Time	Activity	Remarks
Whole week	Showcase of interview of staff by AV/PA students at Tower Block		
26 Aug (Mon)	2.30 p.m to 4.30 p.m.	School decoration	Only volunteers who signed up with the Student Council will be involved
27 Aug (Tue)	1.00 p.m. to 1.50 p.m.	Note-writing booth	Directed to non-teaching staff
		Souvenir-making	Led by the Crest Ambassadors
	3.35 p.m. to 4.15 p.m.	CCA staff appreciation	Led by various CCA Exco during CCA
28 Aug (Wed)	7.40 a.m. to 7.50 a.m.	Crest Confess on SAW	Conducted by MCC students
29 Aug (Thu)	7.30 a.m. to 10.30 a.m.	Class-based celebration and concert at the Hall	Conducted by the Level Exco and Student Council

Dismissal on **Thursday, 29 August** will be at **10.30 a.m.**.

3. Lost & found

Students who find lost items at school typically turn them in to the General Office. If the owner of the item can be identified, such as with a wallet containing a student ID, we will notify the student to collect their item from the General Office. For items that do not facilitate the identification, such as water bottles, students

PURSUE AND REALISE CHALLENGES

have been advised to check the shelf outside Consult@Crest and to inquire with the General Office and record a loss.

Unclaimed items will be kept by the school until the end of each quarter (March, June, September, and December), after which they will be discarded.

4. Last Day of School and Consolidated Revision Time

The last day of school for Secondary 4E and 5NA students will be on **27 September 2024** to allow students to do consolidated individual revision after this date in preparation for the GCE 'O' Level Examination.

We would like to encourage you to monitor your child/ward closely during this period to ensure that they spend time wisely to consolidate their learning. During the week, teachers may arrange small group consultations with selected students to assist them in their revision either via teleconferencing or face to face session. Students who want to consult their teachers via teleconferencing are to make individual appointments with their teachers. Students are reminded to be in proper school attire/shoes/hair should they come back to school for revision or consultation.

5. GCE 'O' Level Examination 2024

The written papers for the above examination are scheduled from **18 October to 10 November 2023**. Do refer to your child/ward's Entry Proof for the detailed schedule of his/her examination paper.

All students taking the national examination have been issued with a booklet of Instructions for School Candidates by the Singapore Examination and Assessment Board (SEAB). Please refer to the booklet for more information if in doubt.

We would like to draw your attention to the following:

- Students are to bring along their Entry Proof and NRIC / Ez-link card / Passport for identification purpose for every paper.
- Students should be properly attired and properly groomed when sitting for the examination.
- Students who breach any examination instructions, rules and regulations (e.g. found guilty of improper conduct or misbehaviour during the examination, possession of unauthorised material including mobile phones) may be prohibited from taking the examination, expelled from the examination hall and /or refused entry for subsequent papers.

Since 2012, SEAB has put in place a set of examination arrangement in the event of any major train disruptions. Some of the key points are as follows:

- The candidate should plan to arrive 30 minutes before the start of the paper or the morning assembly.
- As part of the emergency response plan, all candidates will not be allowed to leave the examination room for the full duration of the paper for all national examinations.
- If the candidate is affected by a train service disruption, he/she should follow the instructions provided at the train station on the bridging transport services available or go to the Passenger Service Centre for assistance.
- **Apart from Science Practical Examinations:** In the event of a train service disruption, the candidate should still make his/her way to his/her designated examination centre. However, if he/she is unable to reach the examination centre before the end of the paper, he/she can go to the nearest examination centre. He/she will be given the full duration to sit for the paper as long as he/she arrives before the end of the paper. If the candidate does not know which examination centre to go to, he/she should contact the school's General Office at 65811655 or the train station staff to find out the location of the nearest school and make his/her way there immediately.
- If the candidate arrives at the examination centre after the paper has ended or is unable to reach an examination centre at all, he/she should inform the school.
- **For Science Practical Examinations:** Students must still report to their designated Examination Centres to sit the examination, even if the situation does not allow them to reach the school before the end of their allocated examination shift. This is because there are limited lab facilities at each Examination Centre and thus some of the Examination Centres will not be able to accommodate students who are not from their Examination Centre to take the Science Practical Examination.

The appointed examination personnel will conduct a detailed briefing to the candidates.

Please contact the following personnel should you have any clarifications on the related matters:

Area	Personnel	Contact
Staff Appreciation Week & Staff Appreciation Celebration	Ms Charlene Goh (SH Student Leadership)	Tel: 65811655 (ext 133) Email address: goh_ying_zheng_charlene@schools.gov.sg
GCE 'O' Level Examination 2024	Ms Ong Jinghui (HOD Mathematics)	Tel: 65811655 (ext 119) Email address: ong_jinghui@schools.gov.sg
Sec Four and Five Level Matters	Mr Jason Soo (Sec 4 and 5 Year Head)	Tel: 65811655 (ext 123) Email address: soo_yee_siong_jason@schools.gov.sg

We look forward to your continued support in helping your child/ward achieve success in his/her holistic development. Thank you.

Yours faithfully



Mrs Koh Caiyu
Principal