



Woodlands Ring Secondary School

Responsibility. Respect. Resilience

Our Ref: Parents Comms/2019_01

05 January 2019

Dear Parents and Guardians (Secondary One)

Warm greetings from Woodlands Ring Secondary School! The year ahead will once again be an exciting one for your child/ward, and for the school. With us being new to one another, I would like to take the opportunity to introduce myself briefly and share the school's key areas of focus.

SCHOOL PHILOSOPHY

Teaching as a career is by choice and to me, a calling. I see myself as a teacher, a teacher of teachers and students. I therefore strive to help as many students possible to realise their full potential. This is very much aligned with our school's philosophy, **"We believe that each student is unique and whose potential can be maximised so as to contribute selflessly to society."** I see it as my mission to help our students be the best that he or she can be. And this, I cannot do alone; I will do it with the help of all our teachers.

SCHOOL PRIORITIES FOR 2019

We continue to **review and further strengthen our processes and academic programme to maximise the potential** of each WRS student to **learn and achieve**. We will keep the structural change to facilitate academic and co-curricular teaching and learning from last year by allocating Mondays and Fridays to be CCA days. Wednesdays and Thursdays are specially set aside for teachers to conduct supplementary programmes where necessary. At Woodlands Ring Secondary School, we believe that every student can learn, and can fulfil their academic potential. We are always reflecting on how to engage students purposefully.

I hope you will work closely with our teachers to monitor your child's/ward's learning progress closely, to ensure that they develop strong study habits, and are coping well with the pace of study.

The school firmly believes that character education is the cornerstone of an all-embracing education. With our strong culture of **care for students, teamwork** and **quality relationships**, we nurture our students to be good persons of character. We build up our students' **confidence, resilience and sense of purpose**. We communicate and set expectations for all staff and students through the school values, the 3As (Attendance, Attire and Attitude) practices and the school tagline 'Through the gates of WRSS, Walk the BEST'.

To facilitate our cooperation and for closer partnership, we have included a set of important information for your attention.

A. STUDENT HANDBOOK

All students are issued with the WRS student handbook on the first day of school. Information such as our school vision, mission, code of conduct, criteria for student progression and CCA grading are available in the handbook.

10, Woodlands Ring Road (Singapore 738239) | Tel: 6364 3712 | Fax: 6364 3713

Email: wrss@moe.edu.sg
www.woodlandsringsec.moe.edu.sg



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B. ENRICHMENT PROGRAMMES

Your child/ward will be undergoing various enrichment programmes this year. The key ones are listed below.

1. READING PROGRAMME

Every morning before the first lesson begins, we dedicate 10 to 15 minutes for your child/ward to enjoy sustained and silent reading. On Wednesdays, your child/ward would read materials in their Mother Tongue and on other days, materials in English.

Both the English and Mother Tongue departments would be selecting reading materials, especially the reading of newspapers, for the reading programme as part of whole-school approach to raising literacy skills. Cultivating the reading habit is important to the growth of your child/ward, and we hope that parents/guardians would reinforce the message.

2. MATHEMATICS LEARNING PORTAL

To enhance the teaching and learning of Mathematics, the school has made provisions for the students to have access to a Mathematics resource portal. This would allow for continuous learning and provide additional resources even when they are at home.

3. EXPERIENTIAL LEARNING WEEK [Term 2 Week 1]

The school would be running its signature programme of experiential learning (Week X) in Term 2 Week 1 this year. This programme involves leadership development, sports education, cyber wellness awareness and subject-based learning journeys.

C. ADMINISTRATIVE MATTERS

1. TEMPERATURE-TAKING EXERCISE 2018

We will be conducting our Temperature-Taking Exercise on **Monday, 07 January**. Your child/ward is required to bring his/her thermometer for this exercise on **Friday, 04 January** for the Dry Run and on **Monday, 07 January** for the actual exercise. Do assist us in ensuring that your child/ward brings it to school.

2. CODE OF CONDUCT

The **Code of Conduct** for the students is reflected in the **Student Handbook** from **pages 14 - 21**. All students are required to familiarise themselves with this information and adhere to them.



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3. STUDENT INSURANCE COVERAGE

MOE requires schools to cover their students with the basic Student Protection plan. The coverage extends to all school and CCA-related activities and is with immediate effect from Jan – Dec. The cost of this insurance plan is fully borne by the school.

The brochure spelling out the details of the policy coverage and benefits as well as the claim procedures will be given to your child/ward this week. The information is also available on our website at <http://www.woodlandsringsec.moe.edu.sg/>. We would like to take this opportunity to remind you that all claims should be submitted to the school **within 1 month of the receipt date**.

Should you have any queries, you might wish to contact our Administration Manager, Mdm Noorashikin, at Tel: 63643712.

4. COMMUNICATION WITH PARENTS / GUARDIANS

To leverage technology, we would like to share relevant school information with parents/guardians through the school website [<http://www.woodlandsringsec.moe.edu.sg/>]. School activities, letters to parents/guardians, test and exam schedules will be available on the website.

If parents/guardians have not updated the school regarding change of address or your contact numbers, you would have to inform us of the change through your child/ward or by sending an email to our school's email address: wrss@moe.edu.sg.

5. SCHOOL CALENDAR OF EVENTS FOR 2019

The key dates in our school calendar, which are of importance to your child/ward, are pencilled in the table in Annex A for your easy reference and planning. The various school events for Semester 1 2019, are correct as of today. You may refer to the school website for any updates.

Finally, my staff and I will do our best to care for every child, and to make their time here a rewarding one. I look forward to working with you to ensure that your child/ward has a successful and enriching year ahead, full of learning, growing and exploring new frontiers.

Yours faithfully

Mrs Ng Siew Bee
Principal



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Annex A

Sec 1 Calendar

Date	Event Description
TERM 1	
Saturday, 5 January	CCA Orientation
Monday, 7 January	Temperature-Taking Exercise
Friday, 1 February	Community Morning
Monday, 4 February	Eve of Chinese New Year- early dismissal at 10.30am
<i>Tuesday, 5 & Wednesday, 6 February</i>	<i>Chinese New Year Holidays</i>
Monday, 25 February – Wednesday, 5 March	Common Test [selected subjects]
Saturday, 9 March	Sports Heats [for selected students]
Saturday, 17- Sunday, 24 March	March School Vacation
TERM 2	
Monday, 25 - Thursday, 28 March	Experiential Learning Week
Friday, 12 April	Sports Day @ Woodlands Stadium
<i>Friday, 19 April</i>	<i>Good Friday Public Holiday</i>
<i>Wednesday, 1 May</i>	<i>Labour Day Public Holiday</i>
Thursday, 9 May – Friday, 17 May	Common Test 2
Friday, 31 May	Parent Teacher Meeting
Saturday, 1 June – Sunday, 30 June	June School Vacation
TERM 3	
<i>Sunday, 7 July</i>	<i>Youth Day</i>
<i>Monday, 8 July</i>	<i>Youth Day School Holiday</i>
Tuesday, 23 July	Home Based Learning & GCE MT Listening Comprehension Exam
Wednesday, 8 August	National Day Celebrations - early dismissal at 10.30am
<i>Thursday, 9 August</i>	<i>National Day Public Holiday</i>
<i>Friday, 10 August</i>	<i>National Day School Holiday</i>
<i>Sunday, 11 August</i>	<i>Hari Raya Haji</i>
<i>Monday, 12 August</i>	<i>Hari Raya Haji Public Holiday</i>
Wednesday, 14 – 23 Friday, August	Common Test 3
Thursday, 5 September	TASAD Celebrations - early dismissal at 10.30am
<i>Friday, 6 September</i>	<i>Teachers' Day School Holiday</i>
Saturday, 7 – Sunday, 15 September	September School Vacation
TERM 4	
Monday, 30 September – Thursday, 10 October	End-of-year Exams