



# Queensway Secondary School

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15 May 2018

Dear Parents/Guardians

Your child/ward has completed the Mid-Year Examinations and will begin receiving his/her examination scripts from today. Please take time to review his examination outcomes by looking beyond the marks he/she obtained. This should include reviewing how he/she has spent time daily in reviewing his/her learning and the completion of homework and projects that were assigned. The amount of time spent in studying and effort made would certainly affect the outcome.

As you take time to review his/her processes, you would want to discuss how the coming June holidays can be meaningfully used to catch-up on what he/she has missed out on in the learning process in this Semester, besides having a holiday break. To support you in this, we will have our Mid-Year Meet-the-Parents so that our teachers can engage you about your child's/ward's learning habit and processes. We will be using MConline system for this purpose. An instructional guide for parents/guardians will be provided in the next letter and also made available on the website.

## Meet-the-Parents, Friday, 25 May 2018

Please note that your child/ward will need to report to school as usual on Friday, 25 May 2018. However, students will be dismissed at 10.30 am. Only students whose parents are meeting their Form or Subject Teachers will need to return at the timing of your choosing to meet his/her teachers with you. The Meet-the-Parents will be held from 10.30 am to 4.30 pm.

We will be sending through your child/ward the process for you to book an appointment with your child's/ward's Form Teachers and 2 other Subject Teachers. We will be meeting 2 groups of students.

The first group consists of students who have not done well and/or the teachers have a need to meet with you concerning his/her learning process. This group of students will receive the letter describing the on-line booking process this Friday, 18 May 2018. If your child/ward receives the letter this Friday, please follow the process so that you can book the 15-minute slot to see his/her Form Teacher and 2 other Subject Teachers. This is on a first-come-first-served basis, so parents/guardians who do so early will more likely get the timing that suits you. Please also note that should you not go on-line to book a slot, your child's/ward's Form Teacher will access the system on Monday morning to book a slot for you. I cannot over-emphasize the importance for us to meet you and your child/ward, thus we are giving you lead time over the 2<sup>nd</sup> group to make the bookings. You will only receive his/her report card when you see the Form Teacher with your child/ward.

The second group of students are those who have performed relatively well and it is not so critical for your child's/ward's Form Teachers to meet you. Thus for this group of students, teachers will issue them their report cards on Friday, 25 May 2018. However, we recognize that some of you will still want to meet with your child's/ward's Form or Subject Teachers, thus, on Monday, next week, we will issue your child/ward with the process by which you can go on-line to make the booking to meet up to 3 teachers teaching your child/ward. The booking system will close by 11pm on 23 May 2018 (Wednesday).

## Support for Students

The school library will be open (9am-5pm) in the holidays for students who would like to have a quiet place to read and revise. Learning materials and computers are also available in the library.





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In addition, all students are supported in their learning by Student Learning Space (SLS), an online learning platform that contains curriculum-aligned resources and learning tools. With the SLS, your child/ward will be able to learn better through the use of technology and to learn anytime, anywhere, and at his/her own pace, whether independently or with their peers. The SLS complements classroom teaching and it can be used for revision or for further reading if your child/ward is keen to learn more. All students have received their SLS account and log-in details.

## Travel Declaration for June holidays

As part of safety measures to contain any outbreak of illnesses, especially those contracted overseas, should you be planning a vacation trip for your family, please make use of the same system you use to book the meeting with teachers to reflect the country/countries you will be travelling to and the period of travel.

## Upgrading of School premises

Aside from the provision of air-conditioned classrooms with air-conditions provided by the developers of the condominium next to our school, we continue to look into upgrading of facilities to ensure a safer and better environment to support our students' learning. Each stage of the process needs to be supported by MOE and most times, work can only be conducted after school hours or during the holidays to reduce disruptions during lesson time. By the time your child/ward returns from the June holidays, the contractors should have completed the widening of the school driveway to make it safer for cars and buses using it to transport our students. A drop-down barrier including a guard-post would also be set-up at the entrance of the driveway to provide greater security for all students and staff. Please note that we will regulate the movement of vehicular traffic once this is set-up and we would appreciate your co-operation with our security guards.

## Loan of Umbrellas

You know that most teenagers do not like to carry umbrellas with them. However, there have been occasions when the rains are heavy during dismissal hours and students have difficulty getting to the bus stop or MRT stations. Should your child/ward have borrowed an umbrella from our security guard post, please remind them to return it the next day so that they or other students can use it should there be inclement weather. I would also like to appeal to those of you who have spare umbrellas at home that you consider donating these to the school so that we can have more umbrellas to support our students when the need arises.

## Conclusion

The 1<sup>st</sup> Semester will soon be over and your child/ward would have time to rest and/or catch up with his/her learning. Some of you may be bringing your family for a vacation. Holidays need not be an expensive affair, as it is the opportunity for the family to spend time together that is most important. The teenage years are important for parent-child bonding and I would urge that you consider setting aside some time for this.

Friday, 25 May, being the last day of school is also "Eat with your Family" Day. I encourage that aside from the Meet-the-Parents, you make time to get off early from work, so that your family can enjoy a meal together. As the saying goes, a family that eats together, stays together!

Yours sincerely

Peter Tan Chong Tze  
Principal

