



GAN ENG SENG SCHOOL
1 HENDERSON ROAD, SINGAPORE 159561
TEL: 6474 5594 FAX: 6473 2479
Email: gess@moe.edu.sg
School Web: <http://ganengsengsch.moe.edu.sg/>

GESS/2020/SDT/019

22 December 2020

Dear Parent/Guardian,

IMPORTANT INFORMATION FOR SECONDARY 1 (2021) COHORT

On behalf of all staff and students, we welcome your child/ward to our Gessian family! Your child/ward is now part of a well-established school that has more than 130 years of history producing Gessians of Excellence, Standing and Significance.

Kindly take note that your child's/ward's Form Teacher will give you a call on 23 Dec 2020 between 9 am and 12 pm. Please keep yourself free during this time to talk to the Form Teacher as he/she will need certain information from you regarding your child/ward. This is also an opportunity for you to get to know your child's/ward's Form Teacher.

We would like to inform you of some of the upcoming activities that your child/ward would be part of in term 1, as well as other relevant information that you may need. Do visit the school website for more information on the Sec 1 e-Registration.

(A) First Day of School Programme (4 January 2021)

All students are to report to school on the first day by 8.30 am and report to their respective classrooms at the classroom block on Level 1. Students must bring along the following items:

- Any appropriate storybook for the Silent Reading Programme
- A notebook and writing materials
- An Oral Digital Thermometer for temperature-taking exercise
- A photocopy of Student's/Dependent's Pass (For International Students Only)

The programme for the first day can be found in **Annex A**.

(B) Secondary 1 Orientation Camp (6th – 7th January 2021)

To familiarize the new Sec 1s to the school culture and environment and ease their transition to secondary school life, they will take part in an Orientation Programme conducted by our student leaders.

The programme is non-residential for 2 whole days. Meals will be catered for your child/ward. Please inform the Form Teacher of any dietary restrictions, allergies or medical issues when they call you between 9 am to 12.00pm on 23 December 2020. The programme for the Orientation Camp can be found in **Annex B**.

For enquiries, please contact Mr Clarence Loh (Year Head) via email at loh_choon_yang@moe.edu.sg.



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(C) CCA Orientation (15th January 2021)

The CCA Orientation will be held on **15 January 2021, Friday, from 2.30pm to 5.30 pm**. Your child/ward will report to school as per normal at **7.30am** in his/her PE attire.

The objective of this event is to help your child/ward make an informed decision about his CCA. The teachers-in-charge are Mr Goh Chuan Hwee (HOD/PE & CCA) and Mr Sathis Kumar (LH/PE& CCA).

For further enquiries, you may contact them through their emails at goh_chuan_hwee@moe.edu.sg and sathis_kumar_niana_sekaran@moe.edu.sg respectively.

(D) Parent-Teacher Association (PTA) Membership

All parents will automatically become part of the GESS PTA. The school will be making a one-time collection of the PTA Membership fees of \$24.00 on 7 January 2021, Thursday, based on an annual subscription of \$6.00. The amount collected will be used to provide light snacks for students during events like Chinese New Year Lohei, annual cross-country, supervised study programmes etc, throughout your child's/ward's 4/5 years in the school.

Students with older siblings in GESS would only be required to make payment for the remaining years that your child/ward will be in GESS upon graduation of their older sibling. For example, if you currently have an older child/ward in Secondary 4 in 2021, you would only be required to make an additional payment of \$18.00 for the remaining three years for your younger child from 2022 – 2024.

We hope to promote greater parent/guardian involvement in school activities. Please complete the PTA registration form via this link: <https://form.gov.sg/5fb5c6305bf3b00011d982e9>

Alternatively you may scan the QR code to access the registration form:



(E) Mother Tongue Language

Please refer to the Sec 1 e-Registration website for information pertaining to Mother Tongue Languages. This includes information on Higher Mother Tongue, Exemption from MT language and Registration of 3rd language and Foreign Language.

For any queries pertaining to Mother Tongue matters, please contact Mr Clarence Loh via email at loh_choon_yang@moe.edu.sg.



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(F) Art Elective Programme (AEP) and Music Elective Programme (MEP)

Kindly refer to the Sec 1 e-Registration website for more information on application for Art and Music Elective Programmes.

For further queries, please contact Ms Vino at vinodhini_m_selveindran@schools.gov.sg for MEP or Mr Tan Kay Chuan at tan_kay_chuan@schools.gov.sg for AEP

(G) Subject-Based Banding (SBB)

The offer letter for SBB will be issued to students concerned on the first day of school. Parents/Guardians should indicate their acceptance/ non-acceptance of the offer and submit the completed form to Form Teachers by 5 January 2021.

(H) Road Safety

The safety of your child/ward is of utmost importance to us and it is essential that our students and parents observe the road safety rules. Please refer to **Annex C** for guidelines on road safety.

(I) Sale of school uniform and textbooks

For the sale of school uniform and textbooks, please refer to the following links for the necessary information:

- Purchase of Textbooks <https://ganengsengsch.moe.edu.sg/school-information/school-bookshop-and-booklists/>
- Purchase of school uniform (<https://ganengsengsch.moe.edu.sg/school-information/school-uniform-supplier/>)

For students who are on Financial Assistance Scheme, please collect your FAS authorisation letter from the General Office before proceeding to collect your textbook and school uniform.

(J) Application for Financial Assistance Scheme (FAS)

Please refer to the FAS brochure found in the school website for the criteria and benefits of the financial assistance scheme. For families who wish to apply for FAS, please come in person to the General Office to collect the application form.

(K) Hardcopy forms to be issued on the first day of school

Please take note that the following forms will be issued to your child/ward on the first day:

- (i) Student Particulars form
- (ii) MOE GIRO application form
- (iii) Edusave Standing Order form

Please complete and return the forms to the Form Teacher via your child/ward by 5 January 2020.



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(L) School Smart Card (SSC)

All students entering Secondary One in Jan 2021 will be issued with a new Secondary level School Smart Card (SSC). While Secondary One Students are waiting for their Secondary level SSCs to be ready, they can continue to use their Primary level SSCs for concessionary travel till end Apr 2021. Students can still purchase the Bus Concession Pass (BCP) using their Primary level SSCs but they would need to purchase the BCP for Secondary School students.

With the strong support of parents, staff and students of GESS, we hope to see your child/ward transit well to his/her Secondary School life!

ONWARD!

Yours faithfully,



Mrs. Selva
Vice-Principal



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Annex A: First Day of School Programme (4th January 2021)

Time (hrs)	Activity
0830 to 0845	Check in Process / Silent Reading
0845 to 0900	
0900 to 0930	Form Teacher's Time @ Classrooms
0930 to 1000	
1000 to 1030	YH & GK Address (Virtual)
1030 to 1100	
1100 to 1130	Recess
1130 to 1200	
1200 to 1230	School Leaders' & DM Address (Virtual)
1230 to 1300	
1300 to 1330	Form Teacher's Time @ Classrooms



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Annex B: Sec 1 Orientation Camp (6th – 7th January 2021)

Day 1 (6 January, Wednesday)

Time	Activity
0730	Report to school for morning assembly Temperature Check Reading
0800	Start of GESSCAMP Ice breakers and Breakfast Team Bonding Activity I
1230	Lunch
1330	School Heritage and School History
1500	Form Teachers' Time
1600	Dismissal

Day 2 (7 January, Thursday)

Time	Activity
0730	Report to school for morning assembly Temperature Check Reading
0800	Ice Breakers and Breakfast Team Bonding Activity II
1200	Lunch
1300	Relay Games
1530	Form Teachers' Time
1630	Dismissal

Attire

CESS PE Attire (T Shirt and Shorts) Or Primary School PE Attire with school shoes and socks. No sports shoes allowed.

Things to bring

Small day pack consisting of the following:

1. Book for morning reading programme
2. Thermometer
3. Writing material (stationery & small notebook)
4. Water bottle
5. Personal medication (as needed)
6. Hand sanitiser (as needed)
7. Insect repellent (as needed)



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Annex C: Guidelines on Road Safety

1. Road Safety awareness and good habits are best learnt early.

The objectives for Road Safety are as follows:

- a. To prepare every student to be road-safety conscious.
- b. To prevent road accidents.
- c. To provide an understanding of road safety rules and the need to conform to these rules for the greater safety of all road users.

2. Basic safety points:

- a. Walking: Kerb drill (stop, look, listen); use of footpaths and pedestrian crossings and overhead bridges; crossing at traffic lights, dangerous corners and intersections; lack of vision in front of and behind parked vehicles, obeying the school security guards' instructions.
- b. Travelling by Bus: Keeping off bus bays; flagging bus in advance; queuing for a bus; orderly boarding and alighting; behaviour in bus (e.g. dangers of leaning out, standing on steps of bus, etc).
- c. Cycling: If your child is intending to cycle to school, please contact your child's form teacher for advice as soon as possible.
- d. Travelling by Car: Behaviour in car (e.g. danger of leaning out of windows; distractions which can affect driver, use of seat belts, etc). Please note that all vehicles that are arriving **after 6.45 a.m. are required to turn left** upon exiting the school's main gate.
- e. Parking within school compound: Parking areas for waiting cars or school buses are only allowed at the parking lots. For safety reasons, boarding and alighting for passengers will be allowed at the driveway before 7.30 a.m. Security guards are employed to assist in matters relating to road safety too. Your co-operation and support are greatly appreciated.
- f. For security reasons, all visitors need to book in at the Security House. After which, all visitors have to report and wait in the general office.