



Ref. No.: MSS/LTP/088/2022

23 December 2022

Dear Parent / Guardian

Happy New Year and a warm welcome to all Meridian students and parents! We hope you have had a wonderful time during the holidays. As we start the new year, we would like to share some important information with you.

1 Staff Movement

We would like to welcome Ms Noraidah Binte A Rahim (HOD Humanities) to our Meridian family.

We would like to thank Mdm Mita Shah (YH - Sec 2 & 3), Mdm Sharon Ong Sin Ling (SH Mathematics), Mdm Yeo Geok Lang Shermane (Mathematics Teacher), Ms Shee Soo Mei (Mathematics Teacher) and Mr Lee Jiaqi Arthur (Science Teacher), for their contributions to the school and we wish them all the best in their future endeavours.

For the most updated list of staff, please go to this link on our school website:
<https://meridiansec.moe.edu.sg/our-staff/>

2 School Timetable Matters

2.1 School Timetable

The 2023 timetable is available for downloading via the school website. The link is here: <https://meridiansec.moe.edu.sg/student-timetable/>. Students may have remedial and enrichment lessons, and CCAs scheduled after dismissal. The school works towards developing students as self-directed learners. While identified groups of students would attend remedial after school, the other students would have the opportunity to seek clarifications with the teacher either virtually through online platforms and in asynchronous mode after lessons.

For school activities carried out after dismissal, subject teachers and staff-in-charge of programmes and CCA will provide more information via Parents Gateway.

Students are to report in their respective classrooms by 7.30 am every morning. Please refer to your child's timetable for his/ her dismissal times after curriculum.

2.2 Independent Learning Days (ILD)

2.2.1 Blended Learning

Blended Learning is a learning experience that encompasses face-to-face learning in school and independent learning at home, to develop independent, passionate, intrinsically motivated, and self-directed learners. Independent Learning Days (ILD) will be on even week Fridays and will allow students to manage their own learning and explore and pursue their interests from home. There will be a total of 8 ILD in Semester 1. The schedule of subjects and activities on each ILD can in the link for the school timetable given above.



2.2.2 Activities during the ILD

Each ILD will comprise curriculum tasks and student-initiated learning (SIL). SIL encourages learning beyond the formal curriculum, and your child/ward is encouraged to explore their interests and passions as part of the ILD. Students' check-in with the FTs at 7.30 and should complete their curriculum tasks by the end of the ILD. The estimated timings serve as a guide for your child/ward to allocate their time appropriately. Details of the curriculum tasks will be provided by subject teachers and will be updated on the ILD Google Doc latest by 5 pm on the Thursday before the ILD.

2.2.3 Parents' consent for proposed SIL

We seek parents'/guardians' support in your child/ward's SIL. Your child/ward is expected to show you his/her proposal before starting the activity. The school would require parents/guardians to give consent for your child's/ward's chosen SIL in an upcoming message sent through Parent Gateway. For more information on Blended Learning, you may visit <https://www.moe.gov.sg/parentkit>.

2.3 Student Attire

Students are allowed to wear their Polo T-Shirts from **Monday to Friday**. Students may wear CCA T-shirts on **Tuesday** and class T-shirts on **Friday** only.

Students may report to school in PE attire (Polo T-Shirt and shorts) from the start of the day if they have PE lessons for the day and continue to stay in the same attire throughout the day. This arrangement will reduce the need for students to visit the toilets to change in and out of their PE attire. Please refer to the [E-Student Handbook](#) for details of the uniform policy at (*Para 2.4, pages 12 -17*).

For Sec 1 students who have just joined the school, they are allowed to wear their primary school uniforms until they get their uniform.

2.4 School policy on use of mobile phones and possession of other expensive items

To provide a conducive learning environment for your child, we strongly discourage your child from bringing electronic devices, smart watches or other expensive items to school. In particular, mobile phones are a great source of distraction for students in the classrooms.

- All mobile phones should be turned off (not just put on silent mode) and locked away in the lockers designated to each classroom before the start of the first lesson.
- Mobile phones are banned for students' use from 7.30 am till the end of curriculum time every school day. Any mobile phone found with a student during these hours will be confiscated. Mobile phones may be retained up to a term, at the discretion of the Discipline Master. The SIM card will be returned to the students.
- If mobile phones are needed for the purpose of learning, students will retrieve their phones in an orderly manner at the start of the lesson following instructions from their teacher. The teacher will ensure that mobile phones are returned to the lockers before the end of the lesson.



- At the end of the school day, students will retrieve their mobile phones from the lockers. Students must ensure their mobile phones are kept on silent mode as long as they are in school.
- Personal learning devices (e.g Chromebooks) may only be used for learning purposes in the classrooms under the instruction of teachers during curriculum time.

For emergencies, parents/guardians are advised to call the school General Office at 65831387. Please identify your child and his/ her class so that we can act on the information. For non-emergency cases, they should leave a message to their child/ward's mobile phone for them to call after school dismissal.

In the event of loss of electronic devices or other expensive items due to students' negligence, the school will not be held responsible.

Please refer to the [E-Student Handbook](#) for details of the policy on Handphones and Electronic Device (*Para 3.1, page 18*).

3 Secondary 1 Matters

3.1 Secondary 1 Orientation

We congratulate our Sec 1 students on completing their primary school education and making the choice to be part of our Meridian family.

On the first day of school, **3 Jan (Tue)**, students will report by 7.30 am. There will be four days of orientation and dismissal will be at 1.40 pm on **3 Jan (Tue)** to **5 Jan (Thu)** and 12.30 pm on **6 Jan (Fri)**.

Students are to be dressed in MSS Polo T-shirt with PE shorts and black shoes (refer to MSS [E-Student Handbook](#) on the uniform policy).

The following list of items are required:

- lock for school locker
- water bottle
- pencil case (include colour pencils)
- medication (if required)
- recyclable materials (on 2nd day – instructions will be provided)
- sufficient pocket money to buy food and drinks from the canteen during recess
- extra MSS Polo T-shirt (optional)

3.2 Invitation to All Sec 1 Parents (Sec 1 Orientation)

We would also like to extend our invitation to all Sec 1 parents on the last day of the orientation, **6 Jan (Fri)** from 10.20 am to 12.30 pm for the finale segment. During that segment, the students will be showcasing their products for the Meridian Fashion Show, Class Cheer Competition and Meridian Mass Dance performance. You are also invited to join in the mass dance together with your child. Do indicate your attendance for this session via this link: <https://forms.gle/i3Vt8ZuvRubcTGMr7> by **5 Jan (Thu)**.



3.3 Sec 1 CCA Orientation

Sec 1 students will go through the CCA Showcase on **17 Jan (Tue)** and **19 Jan (Thu)**, from 2.30 pm to 5.00 pm in school led by the Form Teachers and student leaders. They will be exposed to all CCAs and experience hands-on sessions. The students will be dismissed from class at 1.25 pm, have lunch in the school canteen before reporting to their respective classrooms at 2.15 pm. Attendance is compulsory for all students for both days. *For students who were admitted through DSA via CCAs, these sessions are optional.*

Subsequently, Sec 1 students will select CCAs of their interest for the Experience & Trial sessions. These sessions will be conducted after school on CCA days in Term 1 Weeks 4 and 5. At the end of Week 5, Sec 1 students will make their final CCA selection. Sec 1 students will be allocated their CCA and will start attending their CCA from Week 6 onwards.

4 Sec 2 to 5 Matters

4.1 Welcome Back to School

School will reopen on **3 Jan (Tue)** for the new academic year, with **2 Jan (Mon)** being a school holiday. All students will report by 7.30 am in their respective classrooms. There will be level- curated programmes for checking-in of wellbeing, class bonding and reminders on expectation and shared values. The dismissal time for Sec 2 – 5 will be at 12.30 pm.

Normal curriculum for Sec 2 - 5 will resume on **4 Jan (Wed)** onwards.

4.2 Visits to Temasek Polytechnic Open House and ITE Experience for Graduating Students on 6 Jan

As part of ECG programme, the graduating students will be visiting Institutes of Higher Learning (IHLs) to learn and explore the different education and career pathways that they can choose, post-secondary. Sec 4E, 4NA and 5NA students will be attending the Temasek Open House, and the 4NT students will be attending the ITE Experience programme at ITE (East) on **6 Jan (Fri)**. It is compulsory for students to attend. More information is given below.

Temasek Polytechnic Open House (For Sec 4E, 4NA and 5NA students)

Time	Activity
0730	Reporting Time at Respective Classrooms
0800 – 0900	Pre-ECG Fair@Meridian Survey & Break
0900	Assemble at Parade Square & Boarding of Bus
0940 – 1015	Arrival @ Temasek Polytechnic
1015 – 1325	Open House Programme: <ul style="list-style-type: none">- Sharing by lecturers from the School of Business and School of Engineering- Campus tour by student guides from TP- Hands-on activities at the two schools
1330	Dismissal from Temasek Polytechnic

Note: Transport is provided one-way, from Meridian Secondary School to Temasek Polytechnic.



ITE Experience (For Sec 4NT)

Time	Activity	Venue
0730	Reporting Time at Respective Classrooms	
0745 – 0815	Break	
0850 – 0900	Arrival @ ITE College East	
0900 – 1015	Opening Briefing	Experience ITE Centre
1015 – 1030	Short Break	Experience ITE Centre
1030 – 1130	Campus Tour	Training Facilities
1130 – 1140	Debrief and Q&A	Experience ITE Centre
1145	End of Experience ITE Programme	

Note: Two-way transport will be provided, from Meridian Secondary School to ITE College East and then back to school after the programme.

4.3 Booking of Appointment to Meet ECG Counsellor

Our ECG Counsellor, Miss Kathy Koh, will be available in Meridian Secondary School on Tuesdays, Wednesdays and Fridays from 8 am to 4 pm. Students are encouraged to book an appointment to meet Ms Kathy for counselling/consultation after curriculum time or during their free periods.

Appointment link for booking: <https://go.gov.sg/kathykoh>

5 Assessment Updates

Below are the assessment weightings for 2023. More details regarding the Weighted Assessments will be given to your child/ward through the subject teachers.

For Sec 1 to 3

	Term 1	Term 2	Term 3	Term 4
Component	Weighted Assessment	Weighted Assessment	Weighted Assessment	End-of-Year Examination
Weighting	15%	15%	15%	55%

For Sec 4 and 5

	Term 1	Term 2	Term 3/4
Component	Weighted Assessment	Weighted Assessment	Preliminary Examination
Weighting	15%	15%	70%

6 Student Programmes

6.1 PDLP - Resetting of Student ICON account password

Students can submit the request to reset their password via the given link <https://go.gov.sg/iconpasswordresetmeridiansecondary>. The new password will be sent to their alternate email address by the next working day if request is submitted before 4 pm.



6.2 For updates to **school programmes**, please click the embedded links below:

[Co-Curricular Activities \(CCAs\)](#)
[Learning for Life Programme \(LLP\)](#)

[Applied Learning Programme \(ALP\)](#)
[Education & Career Guidance \(ECG\)](#)

7 **Administrative Matters**

7.1 **Verification of Student Details Report**

Please assist to verify the information in the Student Details Report which will be given to your child/ward at the beginning of the year. Please submit this report to the Form Teachers by **16 Jan (Mon)**. If there are any changes (medical, contact info) to the SDR after the submission, please update the form teachers as soon as possible. The school will conduct another verification in Semester 2, for submission by **17 Jul (Mon)**.

7.2 **NRIC Registration for 15 Years Old**

Under the National Registration Regulations, all Singapore Citizens and Permanent Residents are required to register for their NRIC in the year that the child attains the age of 15 years. To provide greater convenience to our students, this registration exercise will be conducted in our school on **14 Mar (Tue)**. Immigration and Checkpoints Authority (ICA) will send a Notification for Registration of NRIC to all parents whose children are due for registration two weeks before the visit by the ICA mobile team.

8 **Road Safety**

For the safety of our students and other road users, we would like to remind parents who drive their children to school not to stop their vehicles directly in front of the school gates or too close to the traffic light. Please follow the directions given by the security guards/staff and do slow down your vehicle within school compounds.

9 **Health Matters**

9.1 **HPV Vaccinations for Girls**

The HPV vaccine helps to protect females against cervical cancer, which is caused by HPV infection. HPV vaccination is now offered as a school-based programme for our female students and is free of charge. Consent from parents is required for this vaccination. All Sec 1, 2, 3 and 4 female students will receive this vaccination (*date to be fixed later*).

9.2 **Annual Health Clinic**

The annual health clinic will be held at the school (*exact dates will be notified later*). All students will be involved in this annual exercise conducted by Health Promotion Board.



10 **Partnership with Parents**

10.1 **Principal Meets Parents (PMP) Sessions for Sec 1 and 3**

The table shows the dates of the various sessions which will be held for the different levels. More details regarding these sessions will be released at a later date.

Level	Date
Sec 1	5 Jan (Thu)
Sec 3	10 Mar (Fri)

10.2 **Communication Guidelines**

Parents Gateway (PG) will be the main communication platform to parents, and we will continue to provide important updates through this platform. If you wish to communicate on school matters with your child's/ward's teachers, you can do so by calling the school at 65831387 or email directly to the respective teachers. Emails of the teachers can be found on the school website via the link <https://meridiansec.moe.edu.sg/our-staff/>.

Communication during weekends is not encouraged. Please refer to the guidelines for school-home partnership on MOE's website here: <https://www.moe.gov.sg/-/media/files/news/press/2019/guidelines-for-school-home-partnership.pdf>.

10.3 **Parent Support Group (PSG)**

All parents are invited to join our PSG to engage in meaningful activities and get to know other parents and your child's friends in school. You can sign up for activities that suit your schedule and you do not have to devote long hours in the PSG to be fully engaged in your child's education. You may also share parenting tips and relevant information with other parents and engage in conversations with the school personnel through the PSG's termly meetings. More information on how you can be involved in your child's education can be found at <https://www.schoolbag.edu.sg/>.

To join MSS Parent Support Group, please click this link:
<https://forms.gle/WpkMTM9ArAz9bvek8>

11 **Other information**

Photographs or video images of your child/ ward may be taken during school activities and events such as classroom lessons, CCAs, school camps, or school concerts. The school may use and publish such photographs or video recordings in school publications, the school's website, social media channels, or other communication channels.

The **E-Student Handbook** is a useful resource for parents and students. Please refer to the most updated version at <https://meridiansec.moe.edu.sg/home/about-meridian/e-student-handbook/>



12 School Terms and Holidays for 2023

12.1 School Terms

The secondary school terms for 2023 will be as follows:

Semester 1	
Term 1	3 Jan (Tue) to 10 Mar (Fri)
Term 2	20 Mar (Mon) to 26 May (Fri)
Semester 2	
Term 3	26 Jun (Mon) to 1 Sep (Fri)
Term 4	11 Sep (Mon) to 17 Nov (Fri)

12.2 School Vacation

The four vacation periods will be as follows:

Between Terms 1 and 2	11 Mar (Sat) to 19 Mar (Sun)
Between Semesters 1 and 2	27 May (Sat) to 25 Jun (Sun)
Between Terms 3 and 4	2 Sep (Sat) to 10 Sep (Sun)
At End of School Year	18 Nov (Sat) to 31 Dec (Sun)

12.3 Public and School Holidays

Term 1	New Year's Day	1 Jan (Sun) <i>2 Jan (Mon) will be a public holiday.</i>
	Chinese New Year	22 Jan (Sun)
		23 Jan (Mon) <i>24 Jan (Tue) will be a public holiday.</i>
Term 2	Good Friday	7 Apr (Fri)
	Hari Raya Puasa	22 Apr (Sat) <i>24 Apr (Mon) will be a school holiday.</i>
	Labour Day	1 May (Mon)
	Vesak Day	2 Jun (Fri)
Term 3	Hari Raya Haji	29 Jun (Thu)
	Youth Day	2 Jul (Sun) <i>3 Jul (Mon) is a scheduled school holiday.</i>
	National Day	9 Aug (Wed) <i>10 Aug (Thu) is a scheduled school holiday.</i>
	Teachers' Day	1 Sep (Fri)



Meridian Secondary School

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Term 4	Deepavali	12 Nov (Sun) <i>13 Nov (Mon) will be a public holiday.</i>
	Christmas Day	25 Dec (Mon)

We seek your support as we develop Meridians who want to be better and want to help others be better. We look forward to a great year of collaboration with you in 2023.

Yours sincerely

Mr Mohamed Razali
Principal