



Ref. No.: MSS/LTP/069/2023

27 December 2023

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 extend a very warm welcome to our new staff who have joined our Meridian team.

Name	Designation
Ms Tan Li Ping	Vice-Principal (Academic)
Mr Tang Jui Piow	HOD Mother Tongue Languages
Mr Mohamed Faisal B Mohamed Hussain	PE Teacher
Mr Ian Kwok Jien Chi	PE Teacher
Ms Nur Hafizah Binte Mokzi	Mathematics Teacher
Ms Low Yun Ning	ECG Counsellor
Mr Muhammad Zulhusni Abdul Rahman	TSO

We would also like to thank Mr Roskhaider (HOD PE & CCA), Ms Evelyn See (Biology teacher), Mr Gerald Huang (Mathematics and CPA teacher), Mr Noor Azhar (PE teacher), Ms Nur Ummirah (NFS teacher), Mr Nicholas Cheong (Science teacher), Mdm Mita Shah (Humanities teacher), Ms Kathy (ECG counsellor), Mdm Lawiyah (EAS/OSO), Mdm Noraishah (EAS/OSO), Mr Nordin (EAS/ TSO) and Mr Abdul Rahman (EAS/TSO) 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 our school website at <https://www.meridiansec.moe.edu.sg/>. The list can be found under About Us – Our Organisation.

2 **School Timetable Matters**

2.1 **School Timetable**

The 2024 timetable is available for downloading via the school website. The link is here: <https://www.meridiansec.moe.edu.sg/student-information/student-timetable/>.

Students are to report in their respective classrooms by 7.30 am every morning. Dismissal timings are indicated in the school timetable.

Students may have remedial and enrichment lessons, and CCAs scheduled after dismissal. To nurture students who are self-directed, identified groups of students would



attend remedial after school, while 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.

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 ILDs in Semester 1. The schedule of subjects and activities on each ILD can be found 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 students are encouraged to explore their interests and passions as part of the ILD. Students' check-in with the FTs at 7.30 am and should complete their curriculum tasks by the end of the ILD. The estimated timings serve as a guide for students 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 the students' SIL. Students are expected to show their parents'/guardians the proposal before starting the activity. The school would require parents'/guardians to give consent for the student's chosen SIL in an upcoming message sent through Parent Gateway. For more information on Blended Learning, you may visit <https://go.gov.sg/moe-experiencing-blended-learning>.

2.3 Student Attire

Students are to wear the prescribed school uniform whenever they come to school, including during the term and semester breaks. Examples of the prescribed school uniform are (a) shirt and bottoms, (b) Polo T-shirt and bottoms and (c) CCA shirt/Class T-shirt and bottoms.



Students are allowed to wear approved PE attire for PE lessons and during sports and games. Students may report to school in PE attire from the start of the day if they have PE lessons for the day.

On days when students have CCA, they are allowed to wear their CCA attire. On Fridays, students are allowed to wear their class T-shirts, if any.

Please refer to the [E-Student Handbook](#) for details of the uniform policy at (*Para 2.4, pages 8-9*).

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 the students, we strongly discourage students from bringing electronic devices, smart watches or other expensive items to school. In particular, handphones are a great source of distraction for students in the classrooms.

- All handphones and/or communication devices 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.
- Handphones are banned for students' use from 7.30 am till the end of curriculum time every school day. Any handphone **or** communication device found with a student during such hours will be confiscated, up to a term. The SIM card will be returned to the students.
- At the end of the school day, students will retrieve their handphones and/or communication from the lockers. Students must ensure their handphones and/or communication 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 provide the name and class of the student so that we can act on the



information. For non-emergency cases, please 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 13*).

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 team.

On the first day of school, **2 Jan (Tue)**, students will report by 7.30 am. There will be four days of orientation and dismissal will be at 1.25 pm from 2 Jan (Tue) to 4 Jan (Thu) and 6.30 pm on 5 Jan (Fri).

Attire for the week will be:

2 Jan (Tue): MSS Polo T-shirt, school culottes/pants,
white socks and black shoes

3 Jan (Wed) to 5 Jan (Fri): MSS Polo T-shirt, PE shorts,
white socks and black shoes

Please refer to MSS [E-Student Handbook](#) on the uniform policy.

The following list of items are required:

- lock for school locker
- water bottle
- cutlery and cup on 3rd day (for buffet)
- pencil case
- recyclable materials (on 2nd day – instructions will be provided)
- sufficient pocket money to buy food and drinks from the canteen during recess
- medication (if required)
- hand sanitizer (optional)
- extra MSS Polo T-shirt (optional)

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

We would also like to extend our invitation to all Sec 1 parents/guardians on the last day of the orientation, 5 Jan (Fri) from 2.30 pm to 4.30 pm for the CCA Orientation Tour, and 5 pm to 6.30 pm for the finale segment. During the finale segment, the students will be showcasing their products for the Meridian Classroom Challenge, Meridian Cheer Competition and Meridian Mass Dance performance. You are also invited to join in the mass dance together with your child/ward. Thank you for indicating your interest via the [Sec 1 Registration Form](#).



3.3 **Sec 1 CCA Orientation**

Sec 1 students will go through the CCA Orientation on 5 Jan (Fri) from 2.30 to 4.00pm in school. Students will use this platform to shortlist 4 CCAs in which they intend to have in-depth hands-on sessions during the 2 weeks of CCA Experience in the middle of January. By the end of the month, all Sec 1 students will make their final choices of their preferred CCAs in ranked order. CCA allocations are done based on interests, suitability and attitude, among other things.

Sports CCA trials will be conducted for those interested students. More details to be shared in due course. Students admitted to Meridian via DSA will commence their CCA sessions in Week 2.

4 **Sec 2 to 5 Matters**

4.1 **Welcome Back to School**

School will reopen on **2 Jan (Tue)** for the new academic year, with **1 Jan (Mon)** being a school holiday. All students will report by 7.30 am. Sec 1 students will report at their respective classrooms, while Sec 2 – 5 students will report at the hall. 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 **3 Jan (Wed)** onwards.

4.2 **Open Houses – Post-Secondary Educational Institutions**

Students, especially the Sec 4 and 5 students, are strongly encouraged to independently attend the Open Houses organised by various post-secondary educational institutions. Participating in the Open Houses will provide students with valuable insights into the educational environment, allowing them to explore the diverse range of courses offered by these institutions, attend informative talks and interact with the school personnel and students.

Polytechnic Open Houses are held on **4 – 6 Jan (Thu – Sat)**. In addition, some polytechnics offer a Parents' Seminar during these dates, providing parents with the opportunity to learn more about the courses and programmes available and offer guidance to their child accordingly. More information can be found at their respective websites and sent via students' ICON email as well as Parents' Gateway (PG).

Junior College Open Houses will also be held in January 2024. For the exact dates and more information on the Open Houses, do refer to the respective school websites.

4.3 **Introduction to our newly posted ECG Counsellor**

We extend our gratitude and bid farewell to our ECG Counsellor, Miss Kathy Koh, for her support to our students over the past three years.

We warmly welcome our newly posted ECG Counsellor, Mdm Low Yun Ning, who will be available in Meridian Secondary School on Tuesdays, Wednesdays, and the first Friday of each month from 8 am to 4 pm.



Students are encouraged to proactively schedule appointments with Mdm Low for counselling/consultation after curriculum time or during their free periods. The booking link will be made available to students through their ICON email and the school website.

5 Assessment Updates

Below are the assessment weightings for 2024. More details regarding the Weighted Assessments will be given to the students 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 of your child/ward's Student Details Report at the beginning of the year. Your submission should be made via PG (Parents Gateway) app by 16 Jan (Mon). If there are any changes (medical, contact info) to be made after the submission, please approach the Form Teacher for assistance. Do note that this updated information is important for the school.

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 in March 2024. 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/guardians who drive the students 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. In light of ongoing roadworks around the vicinity of the school and Pasir Ris, we urge all students and parents / guardians / visitors to school to take extra precautions when using the pedestrian crossings and walkways.

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 nearer to the vaccination date.

9.2 Annual Health Screening

The annual health screening, conducted by Health Promotion Board, will be held at the school for all students. More information will be given nearer to the date.

10 Partnership with Parents

10.1 Parent Engagement Sessions

We will be holding various parent engagement sessions via Zoom to share more information about the school. The dates of two of the sessions are reflected below:

Session	Level	Date
Principal-Meets-Parents (PMP)	Sec 1	4 Jan (Thu)
Subject Combination Briefing	Sec 2	21 May (Tue)

More information regarding these, and other sessions, if any, will be disseminated at a later date. We look forward to seeing you at these sessions.

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 staff. You can go to



<https://www.meridiansec.moe.edu.sg/about-us/contact-us/>, and select the menu item Our Organisation.

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://www.meridiansec.moe.edu.sg/student-information/e-student-handbook-and-school-letter/>

12 School Terms and Holidays for 2024

12.1 School Terms

The secondary school terms for 2024 will be as follows:

Semester 1	
Term 1	2 Jan (Tue) to 8 Mar (Fri)
Term 2	18 Mar (Mon) to 24 May (Fri)
Semester 2	
Term 3	24 Jun (Mon) to 30 Aug (Fri)
Term 4	9 Sep (Mon) to 15 Nov (Fri)



Meridian Secondary School

31 Pasir Ris Street 51, Singapore 518901
Tel: 65831387 Fax: 65836467

12.2 School Vacation

The four vacation periods will be as follows:

Between Terms 1 and 2	9 Mar (Sat) to 17 Mar (Sun)
Between Semesters 1 and 2	25 May (Sat) to 23 Jun (Sun)
Between Terms 3 and 4	31 Aug (Sat) to 8 Sep (Sun)
At End of School Year	16 Nov (Sat) to 31 Dec (Tue)

12.3 Public and School Holidays

Term 1	New Year's Day	1 Jan (Mon)
	Chinese New Year	10 Feb (Sat) 11 Feb (Sun)* <i>12 Feb (Mon) will be a public holiday. 13 Feb (Tue) will be a school holiday.</i>
Term 2	Good Friday	29 Mar (Fri)
	Hari Raya Puasa	10 Apr (Wed)
	Labour Day	1 May (Wed)
	Vesak Day	22 May (Wed)
Term 3	Hari Raya Haji	17 Jun (Mon)
	Youth Day	30 Jun (Sun) <i>1 Jul (Mon) is a scheduled school holiday.</i>
	National Day	9 Aug (Fri)
	Teachers' Day	30 Aug (Fri)
Term 4	Deepavali	31 Oct (Thu)
	Christmas Day	25 Dec (Wed)

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 2024.

Yours sincerely

Mr Mohamed Razali
Principal