



PUNGGOL SECONDARY SCHOOL 培道中学

51 Edgefield Plains, Singapore 828870 Tel: 6489 7851 Fax: 6489 7859

Website: www.punggolsec.moe.edu.sg

29 May 2020

Dear Students,

Welcome back to school for Term 3!

Term 3 will start on 2 Jun (Tue)! As you are aware, the graduating cohort will come to school every day while Sec 1 and 2 cohorts will come back on odd weeks while Sec 3s will come back on even weeks. This will be the arrangement for the first 4 weeks of Term 3.

We will have a special timetable during this period:

- Lessons on odd weeks (i.e. Week 1 from 2 Jun to 5 Jun and Week 3 from 15 Jun to 19 Jun) might be different from that on even weeks (i.e. Week 2 from 8 to 12 Jun and Week 4 from 22 Jun to 26 Jun).
- For the week that you would be having HBL (i.e. even weeks for lower Sec students and odd weeks for Sec 3 students), your lessons would be mostly asynchronous. This means that you would not be able to have live lessons with your teachers. This is because your teachers are in school and have lessons with the students in school.
- For the Lower Sec students, you would have more D&T or FCE and PE lessons during the weeks you are in school. This is because you missed out on important face-to-face time during the Circuit Breaker period. For the Sec 2 students in particular, this additional face-time for the coursework subjects will be important for you to assess your capability to take on these subjects at upper secondary.
- For the graduating students, we have adjusted the curriculum time so that we have extended timetable for various subjects in the afternoon. Your subject teachers will let you know whether you will attend the extended timetable lessons.

To ensure that the school is a safe place for all Punggolites including staff, when students return to school, it is critical that all students take note of the following protocols and **adhere to them strictly**:

1. School Arrival

- Students must wear a mask or a face shield before leaving home. **If you have PE lessons that day, students need to bring a re-sealable bag to put their masks in.**
- **Students who are unwell or staying with unwell adult family members with flu-like symptoms should not come to school.**
- **Students or family member who are on QO/SHN/LOA should not come to school.**
- To minimize inter-mingling we have staggered reporting time. The graduating cohort will report by 9.00am on Mon and 7.30am on other days. For all other cohorts, reporting time is 9.20am on Mon and 8.00am on other days.

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PROPRIETY	RIGHTEOUSNESS	INTEGRITY	SELF-RESPECT



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- Both the school main gate and side gate will be open for students coming to school.
- All students will report directly to your respective Form Classes as there will be no morning assembly. Form Teachers will lead their respective classes in singing the National Anthem and reciting the Pledge. On Tuesdays, Form Teachers will also lead in singing the School Song.
- Form Teachers will conduct visual screening of students for flu-like symptoms and check that students do not have unwell adult family members. If you are unwell, pls report to your Form Teachers immediately.
- Students will do the wipe down routine for the desk and chair you have been assigned.
- Form Teachers will take attendance and conduct the Temperature Taking Exercise. Any student with trigger temperature of 38 degrees and above will report to the Temperature Taking Area near the café.

2. Conduct of Lessons

- Desks will be arranged in fixed exam-style seating with at least 1m between students (seat-to-seat). Students must sit according to the assigned seating plan.
- Students must wipe down their desk areas and shared equipment each time they need to move to a room (e.g. labs, kitchens, banded classes).
- Before dismissal, students will do the wipe down routine of tables and chairs that you used or any common equipment/ apparatus used during the lesson. Follow your teacher's instructions on the wipe-down. Hand sanitizer will be provided for every venue.

3. During Recess and Lunch

- There will be Queue markers at all congestion points (e.g. canteen stalls, bookshops, utensil return areas, communal sinks, toilets). Please practice social distancing.
- Students will sit at designated tables and benches 1 m apart. Do not sit at tables which have not been designated for your class. This is to facilitate contact tracing if necessary.
- Students must wash their hands with soap before consuming the food.
- Students should only remove their masks or face shields when consuming food or beverages. They should refrain from talking when their masks or face shields are removed.
- After consuming the food, students must wipe down the table.
- Wash your hands with soap before going back to your classes. Do not loiter around the school.
- Students may purchase food from the Café but they must consume the food in the canteen according to your designated tables and benches. Students are **not allowed** to loiter or consume the food around the vicinity of the café.

4. School Dismissal

- There will be staggered dismissal to minimize inter-mingling. Pls follow the instructions given by your last period teachers.
- All mass activities like assemblies and CCAs are suspended.

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- Students are **not allowed** to remain in school to play games like basketball, football etc or stay in the canteen to mingle with your friends.
- All students must go home directly after dismissal and **should not loiter or mingle** with their friends outside the school. Current Circuit Breaker measures such as social distancing are still in place. Police will take actions on any student who flouted the circuit breaker regulations. If you are caught, your names will also be flagged out to the school for disciplinary actions.
- If students are required to remain in school for remedial/consultations in the afternoon, you must do a second temperature check. If you are unwell, please inform your subject teachers or report to the General Office immediately.

5. **Other Reminders**

- All school rules apply, including grooming, attire and punctuality.
- Those who need a haircut, please do so by 1 Jun (Mon).
- You may come in school in **half-uniform everyday (only school PE T-shirt)**.
- Bring mask or face shield & thermometer (MUST check that it is working). Mask or face shield should be worn at all times.
- For the graduating students, you do not need to check in using SafeEntry anymore when school re-opens in Term 3.

See you back in school very soon!

Mrs Angeline Huang
Principal

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