



BARTLEY SECONDARY SCHOOL

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INFORMATION SHEET FOR SECONDARY 1 STUDENTS (2022)

1. REPORTING

- 1.1 Please ensure that your child/ward knows his/her assigned class.
- 1.2 Your child/ward needs to report to the school (main classroom block at Level 4) when the new school term begins on **Tuesday, 4 January 2022** by 7.15 a.m.
- 1.3 In line with Safe Management Measures (SMM), please be informed that parents/guardians will only be allowed to drop off their child/ward at school.

2. SECONDARY ONE ORIENTATION

- 2.1 There will be an orientation for all Secondary One students on **Tuesday, 4 January 2022** and **Wednesday, 5 January 2022**.
- 2.2 Students will be dismissed at **1.15 p.m. on Tuesday, 4 January 2022** and **2.25 p.m. on Wednesday, 5 January 2022**.
- 2.3 Please ensure that your child/ward has sufficient cash and/or food for one 35-min recess break and one 10-min snack break (only finger food allowed, e.g. biscuits, sandwiches, etc is allowed between 1.15 p.m. to 1.25 p.m. from Mondays to Wednesdays while lessons are ongoing).
- 2.4 All students are required to be in Bartley's PE attire (PE T-Shirt & PE Shorts) during the orientation. For students who have yet to receive their orders, they may wear their primary school PE attire.
- 2.5 Things to bring for orientation (and daily)
 - Student organiser & stationery (to jot down any learning and reminders)
 - English storybook (to cultivate good reading habits and be meaningfully occupied)
 - Water bottle (to ensure hygiene for self and others while refilling from water-cooler)
 - Thermometer (to inculcate personal & social responsibility for well-being of self & others)
 - Sufficient cash and/or food

3. SECONDARY ONE PARENT ENGAGEMENT & CCA e-OPEN HOUSE

- 3.1 Secondary One Parent Engagement & CCA e-Open House will be held on **Saturday, 8 January 2022** from 8.30 a.m. to 1 p.m. over a **Zoom session**.
- 3.2 Our Principal will formally address all parents and students at 8.30 a.m. with regards to the life of a secondary school student in Bartley, followed by a CCA briefing.
- 3.3 More details of this e-engagement over Zoom will be made known when school reopens.
- 3.4 It is mandatory for all students to attend the Parent Engagement & CCA e-Open House.
- 3.5 All parents are invited to attend the Parent Engagement & CCA e-Open House.



4. SCHOOL INFORMATION

4.1 The curriculum time for Secondary 1 students will be as follows:

Day	Timing
Monday	7.30 a.m. to 2.25 p.m.
Tuesday	7.30 a.m. to 2.25 p.m.
Wednesday	7.30 a.m. to 2.25 p.m.
Thursday	7.30 a.m. to 2.25 p.m. (CCA day – please refer to Section 4.2 for more information)
Friday	7.30 a.m. to 1.15 p.m. (Muslim boys who are able to secure a slot at the mosque will be dismissed at 12.40 p.m. for Friday prayers)

**All students are encouraged to report daily by 7.15 a.m. to settle down and begin with ERC (Eat-Read-Connect).*

4.2 All CCAs will be conducted every Thursday from 3 p.m.

- CCA Trials and Experience sessions for Secondary 1 students will begin from Term 1, Week 2.
- Details relating to the training days and end time for specific CCAs will be released during the Parent Engagement & CCA e-Open House.
- Any changes with regards to the training day for CCA, and/or additional day(s) of training required will be made known by the respective CCA teacher in-charge.

4.3 The daily opening hours are for Gate 5 (nearest to Bartley MRT) are tentatively as follows.

Day	Opening Hours
Monday	6.30 a.m. to 7.30 a.m. 2:25 p.m. to 5.20 p.m.
Tuesday	6.30 a.m. to 7.30 a.m. 2.25 p.m. to 5.20 p.m.
Wednesday	6.30 a.m. to 7.30 a.m. 2:25 p.m. to 5.20 p.m.
Thursday	6.30 a.m. to 7.30 a.m. 5.00 p.m. to 6.30 p.m.
Friday	6.30 a.m. to 7.30 a.m. 12.30 p.m. to 3.00 p.m.

4.4 All visitors must report to the security check point to register and obtain a Visitor pass before proceeding to the General Office. The designated meeting area for visitors is outside the General Office. No visitors are allowed at the classroom blocks.

4.5 Parents/Guardians who drive are strongly encouraged to apply for a car decal at the school's General Office. This will allow you to park within the school premises while waiting for your child/ward's dismissal without obstructing the traffic flow outside the school compound.

5. APPEARANCE & ATTIRE (refer to school website for details)

5.1 Students are to groom themselves properly to uphold the image of a Bartleyan.

5.2 The expected daily school attire is indicated in the table below.

Day	Attire
Monday	Girls: School blouse with school skirt Boys: School shirt with school bermudas
Tuesday to Friday	Girls: School Polo-Tee with school skirt Boys: School Polo-Tee with school bermudas

** Students are allowed to wear PE attire to school on days with PE lessons to avoid intermingling while changing in the toilets in line with Safe Management Measures (SMM).*

5.3 Plain white canvas shoes and plain white socks (at least 2 fingers above ankle) must be worn.

For additional information about Bartley Secondary School and matters pertaining to Financial Assistance, please visit our school website at <http://www.bartleysec.moe.edu.sg/>