



EVERGREEN SECONDARY SCHOOL

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23 March 2018

Dear Parents / Guardians of Secondary 2 Normal (Technical) students,

UPDATES ON TERM TWO SCHOOL PROGRAMMES

Welcome back to Term 2. As we draw a closing to Term One with Road Run, we would like to thank you for your continuous support as we endeavour to create a positive schooling experience for every child.

At this juncture, we would like to highlight to you several key events.

In doing so, we hope you could spend time with your child, to review his/her goals for this term and for the rest of the year.

Besides academic goals, we would also encourage parents to talk to your child about his/her overall wellbeing, and the challenges he/she faces.

From our experience, students generally thrive when he/she feels understood, supported and cared for at home and in school.

Please see below for the updates on Term 2 School Calendar.

S/N	Event	Date	Remarks
1	EL Week	26 March – 28 March	EL department designed a series of programme, aiming to promote the creative use of the English language.
2	Honours Day	29 March	Students will be dismissed at 11.55 am. There is no CCA in the afternoon.
3	Good Friday	30 March	Public holiday
4	Commemoration of International Friendship Day	3 April	As we become more globally connected, it is important to develop an appreciation of and celebrate the diversity of the different nationalities, cultures and religions amidst us. The programme this year aims to help students understand the importance of good relations with our neighbours and beyond and not to take our strong friendships with other countries for granted.
5	Student Leaders Investiture	6 April	
6	CCA Stand Down	13 April	

S/N	Event	Date	Remarks
7	Mid-year Examinations	MT Oral Exam 2 April – 16 April	Refer to Annex A for details
		Written Exam 2 May – 10 May	Refer to Annex B for details
8	Marking Day	11 May	No school
9	Resumption of CCA	14 May	Students are required to attend CCA according to the scheduled timing.
10	Parent-Teacher Meeting	25 May	<p>The school will hold our Parent-Teacher Meeting from 7.30 am to 5.30 pm.</p> <p>To allow greater effectiveness in our school-parent collaboration in the development and monitoring of your child's/ward's progress, we would greatly appreciate it if you could take time from your busy schedule to meet your child's/ward's Form Teachers.</p> <p>Details on the Parent-Teacher Meeting will be given nearer the date.</p>
11	First day of Term 3	25 June	Students to report to school before 7.20 am.

For clarifications on lower secondary school matters, please contact Ms Neo Shu Hua (Year Head, Lower Secondary) at **6365 6392** or email neo_shu_hua@moe.edu.sg.

Yours faithfully,



Mr Vincent Toh
Principal

MID-YEAR ORAL EXAMINATIONS 2018

MOTHER TONGUE (MTL) ORAL EXAMINATION				
S/N	LEVEL	DATE	VENUE	TIME
1	Sec 4EXP & 4HMT	Mon, 2 April	Hall	3.30pm
2	Sec 1Exp & 1HMT	Tues, 3 April		3.30pm
3	Sec 3NA & 3NT	Wed, 4 April		3.30pm
4	Sec 5NA, 3HMT	Thurs, 5 April		3.30pm
5	Sec 1NA & 1NT (Exp) SBB Sec 1NA & Sec 1NT (NA) SBB Sec 1NT	Mon, 9 April		3.30pm
6	Sec 3 EXP	Tues, 10 April		3.30pm
7	Sec 2 EXP	Wed, 11 April		3.30pm
8	Sec 2NA & 2NT (Exp) SBB Sec 2NA & Sec 2NT (NA) SBB	Thurs, 12 April		3.30pm
9	Sec 2NT & 2HMT	Fri, 13 April		2.30pm
10	Sec 4NA & 4NT	Mon, 16 April		3.30pm

ENGLISH LANGUAGE (EL) ORAL EXAMINATION				
S/N	LEVEL	DATE	VENUE	TIME
1	Sec 4NA	Mon, 9 April	Blk D	3.30pm
2	Sec 4EXP – RSP, ITG & CMT	Wed, 11 April	Level 2 & 3	3.30pm
3	Sec 4ENT, 5NA & 4NT	Thurs 12 April	Classrooms	3.30pm

Important notes for all students:

- A valid medical certificate (MC) should be produced if you are absent, failing which 'AB' (absent) will be indicated for the Oral component of the EL/MT paper.
- Bring along reading materials to read or work on your assignments quietly while waiting for your turn.
- Report to your Oral Examination venue 15 minutes before the commencement of the Oral Examination.
- Any student caught with hand phone/s or any other electronic devices while the Examination is in progress is deemed to have dishonest intention in accordance with the National Examination rules and regulations.
- The Oral examination will take precedence over remedial programme and CCA.
- Students who are involved officially in school competitions will sit for their Oral Examination on another date. They will be duly informed.

Mid-Year Examination 2018

- 1) We wish to inform you that the school will be conducting the **Mid-Year Written Examination from 2nd May to 10th May 2018**. Please refer to the Examination schedule attached for details. Please take note of the following:
- Your child/ward is required to report to school by 7.20am for morning assembly on days his/her Examination starts at 8.00am.
 - Your child/ward is required to be seated at the Examination venue 15 mins before the start of every paper.
 - Students will be dismissed after the first paper if he/she does not have a second paper on that day. If your child/ward does not have any paper at all on any particular Examination day, he/she does not need to report to school on that day.
 - If your child's/ward's Examination paper is the second paper of the day, he/she is required to be in school at least 30mins before the paper starts or as instructed.
 - We will strictly adhere to our school rules regarding absenteeism and late-coming.
 - For absenteeism, your child/ward **MUST** produce a valid medical certificate (MC) from a qualified general practitioner failing which your child/ward will be given a zero mark for the paper(s) that he/she has missed.
 - There will not be any re-sitting of examination papers that your child/ward has missed for assessment purposes even if a valid MC is submitted.
 - For late-coming, your child/ward will not be given any extra time for the paper(s) he/she is late for.
 - Your child/ward is advised to go home immediately after the end of his/her last paper for the day.
 - There is **no school on Marking Day, Friday, 11th May**.
 - Lessons will resume from **Monday, 14th May** onwards.
 - Report books will be issued on **Friday, 25th May 2018**.
- 2) The **Mid-Year Mother Tongue and English Language Oral Examinations** will begin on the 1st week of April. Please take note that the English Language Oral Examination is conducted only for Secondary 4 and 5 students; and the Mother Tongue Oral Examination is conducted for all levels (Secondary 1 to 5). Refer to the schedule (Annex A).
- 3) As partners in your child's/ward's education, we seek your cooperation in ensuring that your child/ward looks after his/her health and he/she is well prepared for the Examination.

For clarifications on examination matters, please contact **Ms Pushpaa Krishnan** at **6365 6392** or email **Pushpalatha_Krishnan@moe.edu.sg**.

Thank you

EXAMINATION COMMITTEE

EVERGREEN SECONDARY SCHOOL
MID-YEAR EXAMINATION 2018
SECONDARY TWO NORMAL TECHNICAL

Date	Day	Time	Subject Name	Paper	Duration (HH:MM)	Venue
02-May	Wed	0800 - 0915	ENGLISH LANGUAGE (NT)	1	01:15	Classroom
		0800 - 0950	ENGLISH LANGUAGE (EXP / NA)	1	01:50	Classroom
		1015 - 1135	ENGLISH LANGUAGE (NT)	2	01:20	Classroom
		1050 - 1220	ENGLISH LANGUAGE (EXP / NA)	2	01:30	Classroom
03-May	Thurs	0800 - 0850	MOTHER TONGUE (NT)	1	00:50	
		0800 - 1000	MOTHER TONGUE (EXP / NA)	1	02:00	Classroom
		1100 - 1230	MOTHER TONGUE (EXP / NA)	2	01:30	Classroom
04-May	Fri	0800 - 0915	SCIENCE (NT)		01:15	
		0800 - 0900	SCIENCE (BIOLOGY) (EXP / NA)	1	01:00	Classroom
		1000 - 1030	MOTHER TONGUE LC (EXP / NA / NT)	3	00:30	LC Venue
07-May	Mon	0800 - 0915	COMPUTER APPLICATION (NT)	1	01:15	Classroom
08-May	Tues	0900 - 1000	SCIENCE (PHYSICS) (EXP / NA)	3	01:00	Classroom
		1115 - 1215	FOOD & CONSUMER EDUCATION (NT)	1	01:00	Classroom
09-May	Wed	0800 - 0930	MATHEMATICS (NT)	1	01:30	Classroom
		0800 - 1000	MATHEMATICS (EXP / NA / NT)	1	02:00	Classroom
10-May	Thurs	0800 - 0900	SCIENCE (CHEMISTRY) (EXP / NA)	2	01:00	Classroom
11-May	Fri	MARKING DAY				

NOTE:

- 1) On the days when the examination starts at 8am, students are expected to assemble at the parade square by 7.20 am for morning assembly .
- 2) On Tuesday,8 May, examination starts at 9am. Students are expected to report to their classroom by 8.30am.
- 3) Students are required to be seated in the examination venue 15mins before the start of each paper.
- 4) SBB students taking NA / EXP English and Mother Tongue papers will have their exams in another classroom. Refer to the noticeboard outside the General Office for the venues before the examination.
- 5) MT LC : Refer to the noticeboard outside the General Office for the MT LC venues before the examination.
- 6) Students who do not have any paper for the day are not required to attend school.
- 7) 11 May is a Marking Day, students are NOT required to attend school.
- 8) Take note that students must produce a valid MC from a qualified general practitioner failing which he/she will be given a zero mark for the paper/s he/she has missed.

