

MANJUSRI

SECONDARY SCHOOL



Information for Secondary One Parents

SEC ONE MEET THE SCHOOL PROGRAMME

Welcome to Manjusri Secondary School! We thank you for selecting our school for your child/ward. We look forward to a fruitful partnership with you in your child's/ward's education.

Time	Programme Outline
1800	Arrival of parents
1830	Address by the Principal, Mr Sim Chong Boon
1900	The Manjusri Experience by Vice Principal, Mr Ho Ming Da
1920	CCA Briefing by HOD PE and CCA, Mdm Catherine Sim
1930	Parents Gateway Briefing by HOD ICT, Mr Joseph Tan
1945	Welcome Speech by PSG Member
1955	Parents Teachers Interactions (Respective Classes)
2030	Home Sweet Home

Content

1. Manjusri School Executive Committee	4
2. Secondary One Form Teachers and Subject Teachers	6
3. Parents' Gateway Brochure	10
4. LEAPS 2.0	13
Annex A Levels of Attainment Rubrics	A-1
Annex B Levels of Attainment Examples	B-1

MJR School Executive Committee

School Leaders	
Principal	Mr Sim Chong Boon <i>sim_chong_boon@schools.gov.sg</i>
Vice-Principal (Student Development)	Ms Heng Wei Shan <i>heng_wei_shan@schools.gov.sg</i>
Vice-Principal (Learning)	Mr Ho Ming Da <i>ho_mingda@schools.gov.sg</i>

Key Personnel (Student Development)	
Year Head, Lower Secondary	Mrs Cheryl Phang <i>lee_jia_min_cheryl@moe.edu.sg</i>
Assistant Year Head, Lower Secondary	Mr Michael Han <i>han_ah_teck@moe.edu.sg</i>
Year Head, Upper Secondary	Mr Tan Poh Pin <i>tan_poh_pin@moe.edu.sg</i>
Assistant Year Head, Upper Secondary	Ms Ada Chen <i>chen_chen_b@moe.edu.sg</i>
HOD, Character and Citizenship Education	Ms Jerene Ang <i>ang_siew_ching_jerene@moe.edu.sg</i>
Subject Head, Character and Citizenship Education	Mr Tan Thiam Meng <i>tan_thiam_meng@moe.edu.sg</i>
HOD, Discipline	Mrs Poh – Ng Chooi Choo <i>poh_chooi_choo@moe.edu.sg</i>
Level Head, Discipline	Mr Izham Bin Sidek <i>izham_sidek@moe.edu.sg</i>

Key Personnel (Learning)	
HOD, English	Mdm Norwita Bte Mohamed Ariff <i>norwita_mohamed_ariff@moe.edu.sg</i>
Subject Head, Literature	Mdm Wi Kar Lin Magdelene <i>wi_kar_lin_magdelene@moe.edu.sg</i>
HOD, Mother Tongue	Mdm Ong Lay Pheng <i>ong_lay_pheng_a@moe.edu.sg</i>
Subject Head, Mother Tongue	Ms Cheong Wai Heng Madeleine Subject Head, Mother Tongue
HOD, Mathematics	Mrs Pak – Yap Wei Ling Evelyn <i>yap_wei_ling_evelynn@moe.edu.sg</i>
Subject Head, Mathematics (Ag)	Ms Lee Li Yun <i>lee_li_yun@moe.edu.sg</i>
HOD, Science	Mr Mohd Ibrahim Bin Mohd Samsudin <i>mohammed_ibrahim_md_samsud@moe.edu.sg</i>
Subject Head, Chemistry (Ag)	Mr Amit Kumar Sharma <i>amit_kumar_sharma_amber@moe.edu.sg</i>
HOD, Humanities	Mrs Anna Ong <i>phang_anna@moe.edu.sg</i>
HOD, Craft & Technology	Mr Ken Teo <i>teo_kok_siong@moe.edu.sg</i>
Subject Head , Nutrition & Food Science	Mrs Chan – Tan Chiew Bee Yvonne <i>tan_chiew_bee_yvonne@moe.edu.sg</i>
HOD, Physical Education and Co-Curricular Activities & Aesthetics	Mdm Catherine Sim <i>sim_mui_keow@moe.edu.sg</i>
Subject Head, Aesthetics	Mrs Teh – Tay Hwee Cheng Angeline <i>tay_hwee_cheng@moe.edu.sg</i>
HOD, Information and Communications Technology	Mr Tan Hong Yak Joseph <i>tan_hong_yak@moe.edu.sg</i>
Subject Head, Data Management	Mr Ting Kok Thiam <i>ting_kok_thiam@moe.edu.sg</i>
School Staff Developer	Mr Yang Wenjun Stanley <i>yang_wenjun_stanley@moe.edu.sg</i>

Secondary One Form Teachers and Subject Teachers

Class	Form Teachers		
IA	Mr Jason Chua <i>chua_soon_huat_jason@moe.edu.sg</i>	Mr Mohd Jawahir <i>mohd_jawahir_ahmat@moe.edu.sg</i>	Ms Lee Shi Hua Candice <i>lee_shi_hua_candice@moe.edu.sg</i>
	Subject Teachers		
	English	Mrs Janice Low, Ms Angeline Ng	
	Mother Tongue	Mdm Ellia , Mdm Sun Guangpu (Exp MT) Mr Jawahir, Mdm Yong Tann Lee (NT MT) Mdm Rose Ibrahim, Ms Amira Begum, Ms Madeleine Cheong, Ms Loi Wee Kin, Ms Siti Ainun Mardhiah (NA MT)	
	Mathematics	Mr Qamarul, Ms Goh Pei Shan, Mdm Serene Tee	
	Science	Mr Stanley Ang, Mrs Poh Chooi Choo, Mr Stanley Yang	
	CPA	Mdm Tan Hsiao Wey, Mr Jason Chua	
	FCE	Mdm Rozita, Mdm Nur Atiqah	
	D&T	Ms Wu Jieru, Mr Raymond Khaw, Mr Ken Teo	
	Art	Mdm Cheong Siew Yie, Ms Candice Lee	
	PE	Ms Siti Raudha, Mr Chan Ze Wei	

Class	Form Teachers	
IB	Ms Wu Jieru <i>wu_jieru@moe.edu.sg</i>	Ms Loi Wee Kin <i>loi_wee_kin@moe.edu.sg</i>
	Subject Teachers	
	English	Ms Mary Rose
	Mother Tongue	Mdm Ellia, Mdm Sun Guangpu (Exp MT) Mdm Rose Ibrahim, Ms Amira Begum, Ms Madeleine Cheong, Ms Loi Wee Kin, Ms Siti Ainun (NA MT)
	Mathematics	Mrs Janice Low, Ms Lee Li Yun, Mr Michael Han
	Science	Mdm Nurjannah, Mr Muhammad Mubarak
	Humanities	Mr Andy Kwek, Mrs Irene Su (Geog), Mr Lim Xu Yao (Hist)
	Literature	Ms Mary Rose
	FCE	Mdm Nur Atiqah, Mdm Rozita
	D&T	Ms Wu Jieru, Mr Raymond Khaw, Ms Siti Zulaiha, Mr Chern Meng Hock
	Art	Ms Siti Zulaiha, Mdm Cheong Siew Yie
	Music	Mdm Cheong Siew Yie, Ms Soh Pei Wen
	PE	Mdm Catherine Sim, Mr Chan Ze Wei, Ms Siti Raudha

SECONDARY ONE FORM TEACHERS AND SUBJECT TEACHERS

Class	Form Teachers	
IC	Mdm Sun Guangpu <i>sun_guangpu@moe.edu.sg</i>	Mdm Rozita <i>rozita_husain@moe.edu.sg</i>
	Subject Teachers	
	English	Ms Angeline Ng
	Mother Tongue	Mdm Ellia, Mdm Sun Guangpu (Exp MT) Mdm Rose Ibrahim, Ms Amira Begum, Ms Madeleine Cheong, Ms Loi Wee Kin, Ms Siti Ainun (NA MT)
	Mathematics	Mrs Janice Low, Mrs Phang-Lee Li Yun, Mr Michael Han
	Science	Mdm Nurjannah, Mr Qamarul
	History	Mr Andy Kwek, Mrs Irene Su (Geog), Ms Shirley Wong (Hist),
	Literature	Ms Maryrose
	FCE	Mdm Nur Atiqah, Mdm Rozita
	D&T	Ms Wu Jieru, Mr Raymond Khaw, Ms Siti Zulaiha, Mr Chern Meng Hock
	Art	Ms Siti Zulaiha, Mdm Cheong Siew Yie
	Music	Mdm Cheong Siew Yie, Ms Soh Pei Wen
PE	Mr Chan Ze Wei, Mdm Catherine Sim, Ms Siti Raudha	

Class	Form Teachers		
ID	Mrs Irene Su <i>teo_irene@moe.edu.sg</i>	Ms Vanessa Low <i>low_jing_wen_vanessa@moe.edu.sg</i>	Mdm Ong Mui Mui <i>ong_mui_mui@moe.edu.sg</i>
	Subject Teachers		
	English	Mdm Ong Mui Mui, Mrs Irene Su	
	Mother Tongue	Mdm Sun Guangpu, Mdm Pan Ping, Mdm Tan Shi Jia, Mdm Yong Tann Lee, Ms Loi Wee Kin (CL) Mr Jawahir, Ms Siti Ainun (ML)	
	Mathematics	Mr Daniel Tay	
	Science	Ms Rachel Kam, Ms Vanessa Low	
	Humanities	Ms Wan Shi Ting (Geog), Ms Shirley Wong	
	Literature	Ms Eileen Ong	
	FCE	Mdm Rozita, Mdm Nur Atiqah	
	D&T	Mr Raymond Khaw, Mr Andrew Ang, Ms Wu Jieru	
	Music	Ms Soh Pei Wen	
	Art	Mr Marcus Liew	
PE	Mdm Catherine Sim, Mr Chan Ze Wei, Ms Siti Raudha		

SECONDARY ONE FORM TEACHERS AND SUBJECT TEACHERS

Class	Form Teachers	
IE	Mr Lim Xu Yao <i>lim_xu_yao@moe.edu.sg</i>	Ms Siti Zulaiha <i>siti_zulaiha_zainol@moe.edu.sg</i>
	Subject Teachers	
	English	Mdm Magdelene Wi
	Mother Tongue	Mdm Sun Guangpu, Mdm Pan Ping, Mdm Tan Shi Jia, Mdm Yong Tann Lee, Ms Loi Wee Kin (CL) Mr Jawahir, Ms Siti Ainun (ML)
	Mathematics	Mrs Janice Low
	Science	Mdm Salina, Mdm Nisa
	Humanities	Mr Lim Xu Yao (Hist), Ms Wan Shi Ting (Geog)
	Literature	Ms Eileen Ong
	FCE	Mdm Nur Atiqah, Mdm Rozita
	D&T	Mr Raymond Khaw, Mr Andrew Ang , Ms Wu Jieru
	Music	Ms Soh Pei Wen
	Art	Mr Marcus Liew, Ms Siti Zulaiha
PE	Mr Chan Ze Wei, Mdm Catherine Sim, Ms Siti Raudha	

Class	Form Teachers	
IF	Ms Rachel Kam <i>kam_kai_lin_rachel@moe.edu.sg</i>	Mdm Yong Tann Lee <i>yong_tann_lee@moe.edu.sg</i>
	Subject Teachers	
	English	Ms Trina Chang
	Mother Tongue	Mdm Sun Guangpu, Mdm Pan Ping, Mdm Tan Shi Jia, Mdm Yong Tann Lee, Ms Loi Wee Kin (CL) Mr Jawahir, Ms Siti Ainun (ML)
	Mathematics	Mr Daniel Tay
	Science	Ms Rachel Kam
	Humanities	Ms Shirley Wong (Hist), Ms Wan Shi Ting (Geog)
	Literature	Ms Eileen Ong
	FCE	Mdm Rozita, Mdm Nur Atiqah
	D&T	Mr Raymond Khaw, Mr Andrew Ang, Ms Wu Jieru
	Music	Ms Soh Pei Wen
	Art	Mr Marcus Liew
PE	Mdm Catherine Sim, Mr Chan Ze Wei	

Class	Form Teachers	
IG	Mdm Toh Lee Wah toh_lee_wah@moe.edu.sg	Mr Mubarak mohammad_mubarak_habib_md@moe.edu.sg
	Subject Teachers	
	English	Mdm Ong Mui Mui, Ms Mary Rose
	Mother Tongue	Mdm Sun Guangpu, Mdm Pan Ping, Mdm Tan Shi Jia, Mdm Yong Tann Lee, Ms Loi Wee Kin (CL) Mr Jawahir, Ms Siti Ainun
	Mathematics	Mrs Janice Low
	Science	Mdm Toh Lee Wah, Mdm - Mr Mubarak
	Humanities	Ms Shirley Wong (Hist), Ms Wan Shi Ting (Geog)
	Literature	Ms Eileen Ong
	FCE	Mdm Rozita, Mdm Nur Atiqah, Ms Siti Zulaiha
	D&T	Mr Raymond Khaw, Ms Wu Jieru
	Music	Ms Soh Pei Wen
	Art	Mr Marcus Liew, Ms Siti Zulaiha
PE	Mdm Catherine Sim, Mr Chan Ze Wei	

Students' Emotional & Learning Support Team	
School Counsellor	Mr Kalai kalaiselvan_poniah_ponrajah@moe.edu.sg
School Counsellor	Ms Soh Hwee Min soh_hwee_min@moe.edu.sg
AED (Learning & Behavioural Support)	Ms Lyne Lim lim_gek_ching_lyne@moe.edu.sg
AED (Student Welfare Officer)	Ms Julia Ho ho_julia@moe.edu.sg
AED (Career Counsellor)	Ms Woo Wai Yeng, Samantha woo_wai_yeng@moe.edu.sg (Every Wednesday)

Dear Parents / Guardians,

Introduction to Parents Gateway

Parents Gateway is a mobile app specially designed for parents. Developed by MOE and GovTech, the app allows parents to engage closely with schools, receive information and perform a range of administrative functions including providing consent for your children to participate in school activities.

We would like to invite you to download the free Parents Gateway mobile app on your mobile phone (available on iOS and Android platforms only) and perform a simple one-time onboarding process. Please refer to the step-by-step guide on the next page.

From 1 February 2019, parents who are onboard Parents Gateway will receive information via the mobile app. For this transition period, we will continue to issue hardcopy letters to parents who are yet to come onboard Parents Gateway.

Should you have any questions, please contact Mr Joseph Tan at tan_hong_yak@moe.edu.sg.

We look forward to your support to enhancing your child's/ward's educational experiences through improved communications. Thank you.

Instructional Guide

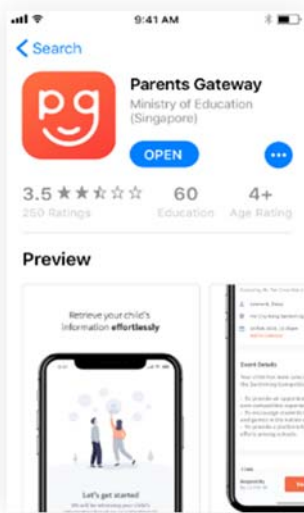
Step 1 – SingPass Registration and 2FA Setup

SingPass 2-Step Verification (2FA) is required for on-boarding. If you have not registered for a SingPass or have not set up the 2FA, please visit the SingPass website (<https://www.singpass.gov.sg>), or scan the QR codes below to do so. Should you require further assistance, please contact SingPass Helpdesk at 6643-0555.



Step 2 – Download Parents Gateway Mobile App

- a. Open the Apple App Store or Google Play Store app on your mobile phone.
- b. Search for the 'Parents Gateway' mobile app, or scan the QR code below.



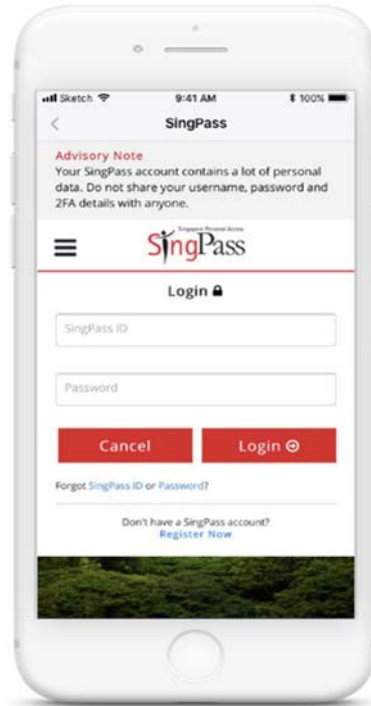
- c. Download and install the app onto your phone.
- d. Enable '**Allow Notifications**' to receive push notifications.

Note: Supported OS Versions - **Android 6.0 or later & iOS 9.1 or later**

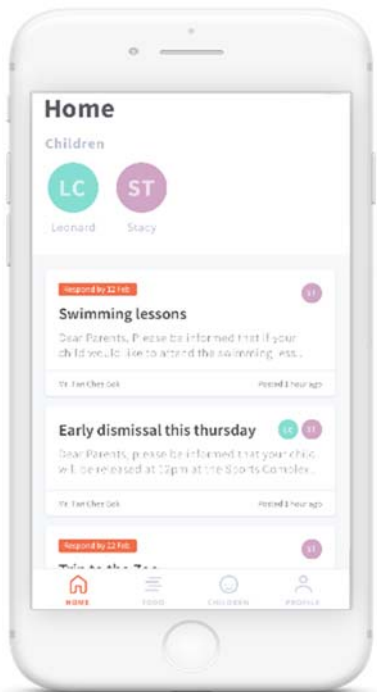
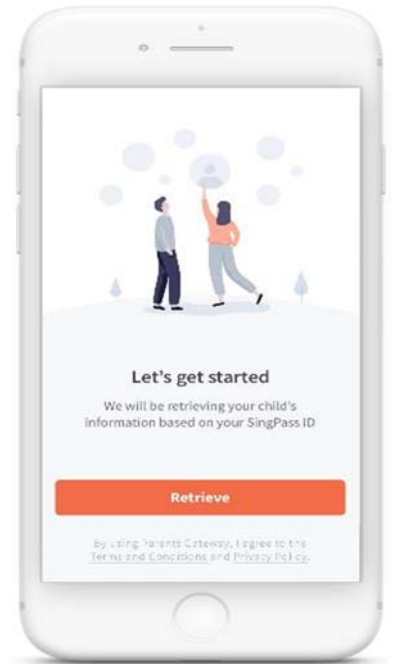
1. Tap on “Log in with SingPass”



2. Log in with your SingPass (2FA)



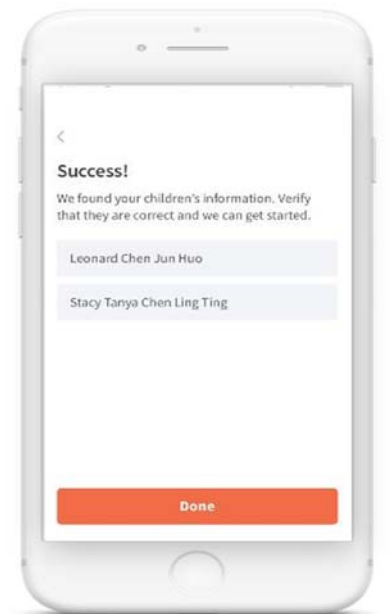
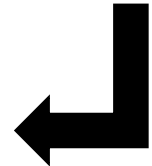
3. Tap on “Retrieve” to retrieve your child(ren)’s information



5. You should see your child(ren)’s school announcements and activities (if any)



4. Tap on “Done” to complete on-boarding



MANJUSRI CO-CURRICULAR ACTIVITIES (CCAs)

A HOLISTIC EDUCATION FOR SECONDARY SCHOOL STUDENTS – LEAPS 2.0

A holistic education provides students with a broad and deep foundation for lifelong learning. This includes learning not just in the academic areas. Equally important is the development of values and life skills in each child. This will equip the child to handle the challenges in life later on.

A holistic education also supports students to discover their strengths, interests and talents. Students tend to flourish in areas they are interested in. Thus, as far as possible, we should allow them to pursue their areas of interest.

Schools offer a range of co-curricular programmes to help students achieve a holistic education. Community service is also invaluable in helping students develop qualities such as care, concern and respect for others in society.

LEAPS 2.0¹

LEAPS 2.0 is a framework to recognise secondary school students' holistic development. Students will be recognised with levels of attainment in four domains: Participation, Achievement, Leadership and Service.

SUPPORTING YOUR CHILD

As parents, you play an important role in ensuring your child's holistic and balanced development. Your child benefits most when the emphasis on developing values, life skills and your child/ward's interests and strengths are reinforced at home.

You can discuss the following areas with your child when selecting his/her co-curricular activities:

- Identifying interests and strengths
Example: What is your child interested in? What is your child good at?
- Setting objectives
Example: What kind of person does your child want to be? What kind of values and life skills should your child be developed in?
- Encouraging self-directed learning
Example: How does your child want to pursue this development? What are the possible opportunities that can help support this development?
- Managing commitments
Example: Is your child able to cope? How can you help to support him/her in the learning pursuits?

¹ LEAPS stands for Leadership, Enrichment, Achievement, Participation and Service. LEAPS 2.0 builds on the LEAPS system to better reflect MOE's current emphasis on Student-Centric, Values-Driven education.

LEAPS 2.0 DOMAINS

Participation

This domain recognises students' participation in one school-based² Co-Curricular Activity (CCA). Recognition is based on the number of years of participation and exemplary conduct and active contribution³ to the CCA. Sustained engagement in the same CCA allows for progressive development of character, skills, knowledge and friendships, and will be accorded higher recognition.

Service

This domain recognises students' development as socially responsible citizens who contribute meaningfully to the community. Every secondary school student will contribute at least 6 hours per school year to the community. They can choose to embark on a Values-In-Action project (VIA). Students will be recognised for the time they put into planning, service and reflection, when participating in a VIA project.

Leadership

This domain recognises students' leadership development. Recognition is accorded to students' ability to take charge of personal development, work in a team and assume responsibilities in service of others. In addition to formal leadership appointments, participation in student leadership modules/workshops, the National Youth Achievement Award (NYAA) and leadership positions in the school, CCA or student-initiated/student-led projects will also be recognised.

Achievement

This domain recognises students' **representation** and **accomplishment** in co-curricular involvements beyond the classroom. Opportunities for representation and accomplishment present valuable learning experiences for students to learn discipline, resilience and develop their character. Students may represent the school or organisations endorsed by the school. Recognising external opportunities better caters to students' diverse interests and talents. It also recognises the community's role in developing the child.

Representation refers to being selected and endorsed by the school or an organisation endorsed by the school (e.g. the community club or national association) to contribute, perform or compete. It need not be tied to his/her CCA in school.

Accomplishment refers to attaining accolades and awards at competitions, festivals, performances, exhibitions, conferences and symposiums where the student represents the school or other organisations endorsed by the school.

The details on the levels of attainment for each of the domains are attached at [Annex A](#).

² School-based CCA refers to CCA that are organised within the school or have been endorsed by the school.

³ Schools have processes in place to determine 'exemplary conduct and active contribution' with respect to their school's context.

Recognition of Students' Level of Attainment

At the end of the graduating year, students' co-curricular attainment will be recognised according to Excellent/Good/Fair. The level of attainment will be converted to a bonus point(s) which can be used for admission to Junior Colleges/ Polytechnics/ Institutes of Education (JC/Poly/ITE).

Co-Curricular Attainment	Details
Excellent (2 bonus points)	Student who attains a minimum Level 3 in all four domains with at least a Level 4 in one domain.
Good (1 bonus point)	Student who attains a minimum Level 1 in all four domains with any one of the following: <ul style="list-style-type: none">i. At least Level 2 in three domains;ii. At least Level 2 in one domain and at least Level 3 in another domain; oriii. At least Level 4 in one domain.
Fair	Student's attainment in co-curricular will not translate into any bonus points.

Please refer to examples in [Annex B](#).

PARTICIPATION (Level of Attainment)

Level 1	Level 2	Level 3	Level 4	Level 5
<ul style="list-style-type: none"> Participated in any CCA for 2 years with at least 75% attendance for each year 	<ul style="list-style-type: none"> Participated in any CCA for 3 years with at least 75% attendance for each year 	<ul style="list-style-type: none"> Participated in any CCA for 4 years with at least 75% attendance for each year 	<ul style="list-style-type: none"> Participated in any CCA for 5 years with at least 75% attendance for each year 	
		<ul style="list-style-type: none"> Participated in any CCA for 3 years with at least 75% attendance for each year and demonstrating exemplary conduct and active contribution 	<ul style="list-style-type: none"> Participated in any CCA for 4 years with at least 75% attendance for each year and demonstrating exemplary conduct and active contribution 	<ul style="list-style-type: none"> Participated in the <u>same</u> CCA for 4 years with at least 75% attendance for each year and demonstrating exemplary conduct and active contribution
			<ul style="list-style-type: none"> Participated in the <u>same</u> CCA for 4 years with at least 75% attendance for each year 	<ul style="list-style-type: none"> Participated in the <u>same</u> CCA for 5 years with at least 75% attendance for each year

SERVICE (Level of Attainment)

Level 1	Level 2	Level 3	Level 4	Level 5
<ul style="list-style-type: none"> At least 24 to less than 30 hours of service 	<ul style="list-style-type: none"> At least 30 to less than 36 hours of service 	<ul style="list-style-type: none"> At least 36 hours of service 		
	<ul style="list-style-type: none"> Completed at least one VIA project that impacts the school or community 	<ul style="list-style-type: none"> Completed at least two VIA projects that impact the school or community 		
		<ul style="list-style-type: none"> Completed at least 24 hours of service <u>and</u> at least one VIA project that impacts the school or community 	<ul style="list-style-type: none"> Completed at least 24 hours of service <u>and</u> at least two VIA projects that impact the school or community 	<ul style="list-style-type: none"> Completed at least 24 hours of service <u>and</u> at least one <u>student-initiated</u> VIA project that impacts the community beyond the school <u>and</u> at least one other VIA project

Note: One example of an approach to VIA is Service-Learning. Time spent on VIA projects, including the planning, service and reflection components, will count towards the minimum hours of service stated in the above criterion.

LEADERSHIP (Level of Attainment)

	Level 1	Level 2	Level 3	Level 4	Level 5
School-based Leadership Opportunities	<ul style="list-style-type: none"> Completed 2 leadership modules of at least 3 hours each 	<ul style="list-style-type: none"> Class Committee Committee for student-initiated or student-led projects, approved by school <p>(or equivalent)</p>	<ul style="list-style-type: none"> Class Chairperson Prefect Peer Support Leader Committee for school-wide events⁴ Chairperson/ Vice-Chairperson for student-initiated or student-led projects, approved by school <p>(or equivalent)</p>	<ul style="list-style-type: none"> Senior Prefect Chairperson/Vice-Chairperson for school-wide events (or equivalent) 	<ul style="list-style-type: none"> Executive Committee⁵ of Student Council / Prefectorial Board <p>(or equivalent)</p>
		<ul style="list-style-type: none"> Lower Sec CCA Committee (or equivalent) 	<ul style="list-style-type: none"> Lower Sec CCA Executive Committee Upper Sec CCA Committee (or equivalent) 	<ul style="list-style-type: none"> Upper Sec CCA Executive Committee (or equivalent) 	<ul style="list-style-type: none"> CCA Captain/ Chairperson <p>(or equivalent)</p>
National Youth Achievement Award		<ul style="list-style-type: none"> NYAA Bronze 	<ul style="list-style-type: none"> NYAA Silver and above 		

⁴ Examples of school-wide events are Open House, CCA exhibition, Speech Day, Founder’s Day and the four National Education (NE) commemorative days: Total Defence Day, International Friendship Day, Racial Harmony Day and National Day.

⁵ Executive Committee (applies to all subsequent mentions) – may include Secretary, Treasurer and Heads of sub-committees

ACHIEVEMENT (Level of Attainment)

	Level 1	Level 2	Level 3	Level 4	Level 5
Representation⁶	<ul style="list-style-type: none"> • Represented class / house / CCA at intra-school event⁷ 	<ul style="list-style-type: none"> • Represented school / external organisation at local / international event⁸ for 1 year 	<ul style="list-style-type: none"> • Represented school / external organisation at local / international event for 2 years 	<ul style="list-style-type: none"> • Represented school / external organisation at local / international event for 3 years or more • Represented UG HQ at international event⁹ 	<ul style="list-style-type: none"> • Represented Singapore Schools at local / international competition • Represented Singapore at international event endorsed by national bodies • Represented National Project of Excellence¹⁰ at local / international concert • Represented MOE at local / international event • Represented UG HQ at international competition
Accomplishment⁶			<ul style="list-style-type: none"> • Represented school / external organisation at local / international event and achieved the following (for 1 year): 	<ul style="list-style-type: none"> • Represented school / external organisation at local / international event and achieved the following (for 2 years or more): 	<ul style="list-style-type: none"> • Represented Singapore Schools/ National Project of Excellence/MOE at local / international competition

⁶ Self-representation or participation for personal enrichment will not be recognised. For representation of external organisations and accomplishments associated with such representation, schools' approval is required for recognition. Involvement in events whereby participation is mass in nature and/or does not require training, preparation or selection will also not be recognised in this domain.

⁷ Intra-School Events refer to intra-school competitions, festivals, school performances / concerts, exhibitions and conferences. These events primarily do not include student participation from other schools and/or members of the public.

⁸ Events refer to competitions, festivals, school performances / concerts, exhibitions, conferences and symposiums. Local refers to school cluster/zone-based and MOE-organised events (SYF Arts Presentation, SYF Celebrations, SYF Art Exhibition, National Schools Games, etc.), as well as community-organised events which primarily involves student participation from other schools and / or members of the public.

⁹ UG HQ International Events refer to exchange programmes, performances, camps and other equivalent platforms which involve participants from other countries. Competitions are excluded.

¹⁰ This refers to the Singapore National Youth Orchestra and Singapore Youth Chinese Orchestra.

ACHIEVEMENT (Level of Attainment)

	Level 1	Level 2	Level 3	Level 4	Level 5
			<ul style="list-style-type: none"> ○ Top 4 (or equivalent) team placing ○ Top 8 (or equivalent) individual placing ○ Gold/Silver/ Bronze/Merit award / certification¹¹ (or equivalent) ○ SYF Arts Presentation Certificate of Distinction /Accomplishment ○ SYF Art Exhibition Certificate of Recognition (Special Mention) /Recognition ○ Presented original research paper / project accepted at the platform 	<ul style="list-style-type: none"> ○ Top 4 (or equivalent) team placing ○ Top 8 (or equivalent) individual placing ○ Gold/Silver/ Bronze/Merit award / certification¹¹ (or equivalent) ○ SYF Arts Presentation Certificate of Distinction /Accomplishment ○ SYF Art Exhibition Certificate of Recognition (Special Mention) / Recognition ○ Presented original research paper / project accepted at the platform 	<p>OR</p> <ul style="list-style-type: none"> ● Represented Singapore at international event, endorsed by national bodies <p>AND achieved the following:</p> <ul style="list-style-type: none"> ○ Top 4 (or equivalent) team placing ○ Top 8 (or equivalent) individual placing ○ Gold/Silver/ Bronze award / certification (or equivalent) ○ Presented original research paper / project accepted at the platform
Uniformed Groups Achievement Badges	● Bronze Badge (or equivalent)	● Silver Badge (or equivalent)	● Gold Badge (or equivalent)	● Best Unit Cadet / Outstanding Cadet Award by UG HQ (or equivalent)	● Top Award for each UG (e.g. Camp Pinnacle Badge, President's Guide Award, Chief Commissioner's Award)

¹¹ This applies to events that present different levels of award or certificate which extend beyond the top 4 participants. The Merit award/certification constitutes the fourth placing. It should only be given for events where Merit is not accorded by default to all participants who did not receive Gold- Bronze award/certification.

LEVELS OF ATTAINMENT – EXAMPLES

Example A: Student has attained a minimum Level 3 in all four domains and at least Level 4 in one domain (Participation). Hence, the student's co-curricular attainment is recognised as Excellent.

Domain	Description of Attainment	Level
Participation	Participated in the <u>same</u> CCA for 4 years with at least 75% attendance for each year	4
Achievement	Represented school at local competition / conference / festival / exhibition for 2 years	3
Leadership	Committee for school-wide events	3
Service	Completed at least 24 hours of service <u>and</u> at least one VIA project that impacts the school or community	3

Example B: The student has attained a minimum of Level 1 in all domains with at least Level 2 in three domains. Hence, the student's co-curricular attainment is recognised as Good.

Domain	Description of Attainment	Level
Participation	Participated in any CCA for 3 years with at least 75% attendance for each year	2
Achievement	Represented class / house / CCA at intra-school event	1
Leadership	Class Committee	2
Service	Completed at least one VIA project that impacts the school or community	2

Example C: The student has attained a minimum of Level 1 in all domains, with at least Level 2 in one domain (Achievement) and Level 3 for another domain (Participation). Hence, the student's co-curricular attainment is recognised as Good.

Domain	Description of Attainment	Level
Participation	Participated in any CCA for 4 years with at least 75% attendance for each year	3
Achievement	Represented school at local competition / conference / festival / exhibition for 1 year	2
Leadership	Lance Corporal (NCC)	1
Service	Completed at least 24 to less than 30 hours of service	1

Example D: The student has not met the criteria for a Good co-curricular attainment. Hence, the student's co-curricular attainment is recognised as Fair.

Domain	Description of Attainment	Level
Participation	Participated in any CCA for 4 years with at least 75% attendance for each year	3
Achievement	Did not represent class / house / CCA / school in any event	0
Leadership	Completed 2 modules on leadership	1
Service	Completed at least 24 to less than 30 hours of service	1