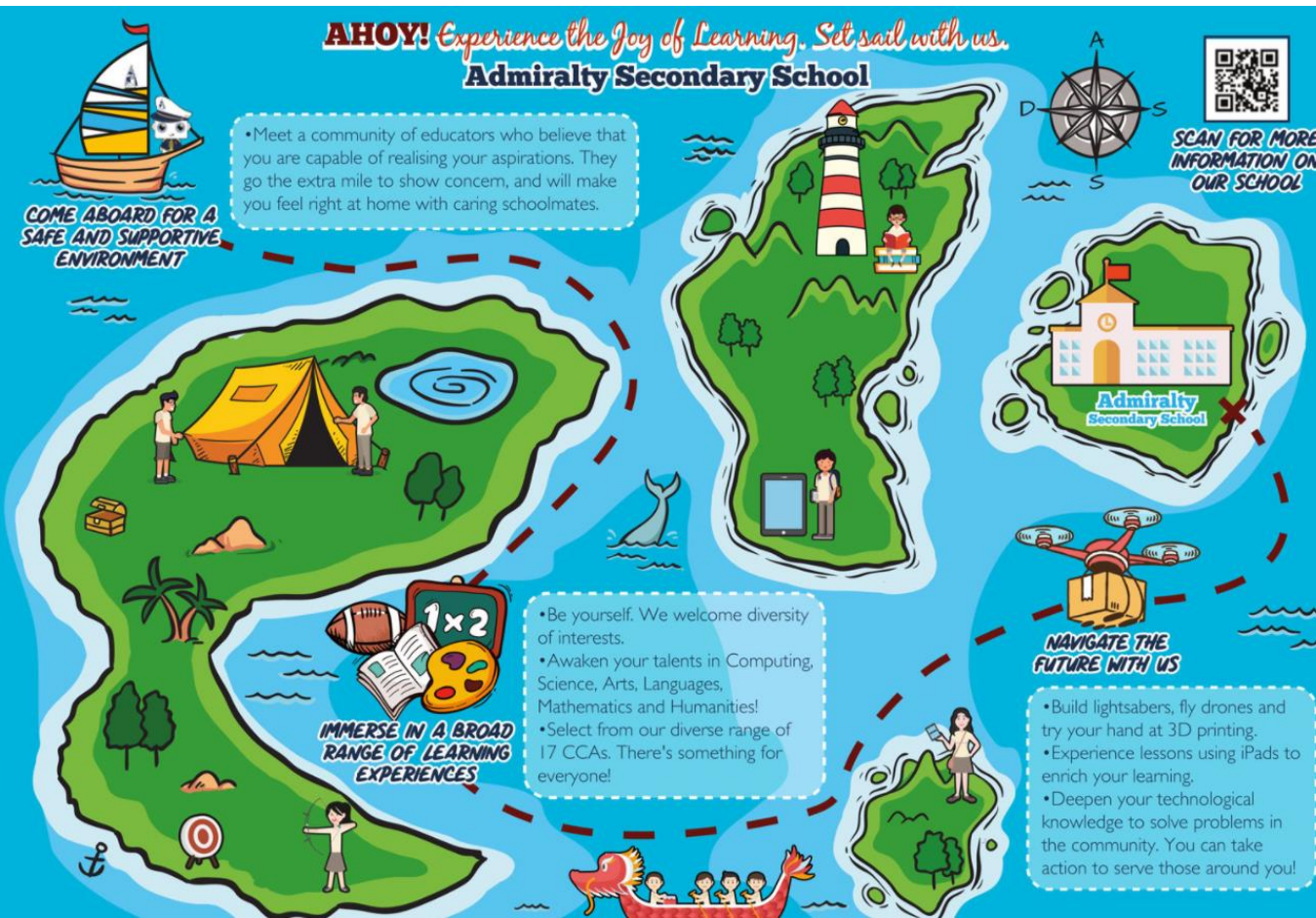




Admin Briefing for 2021 Sec 1 Students

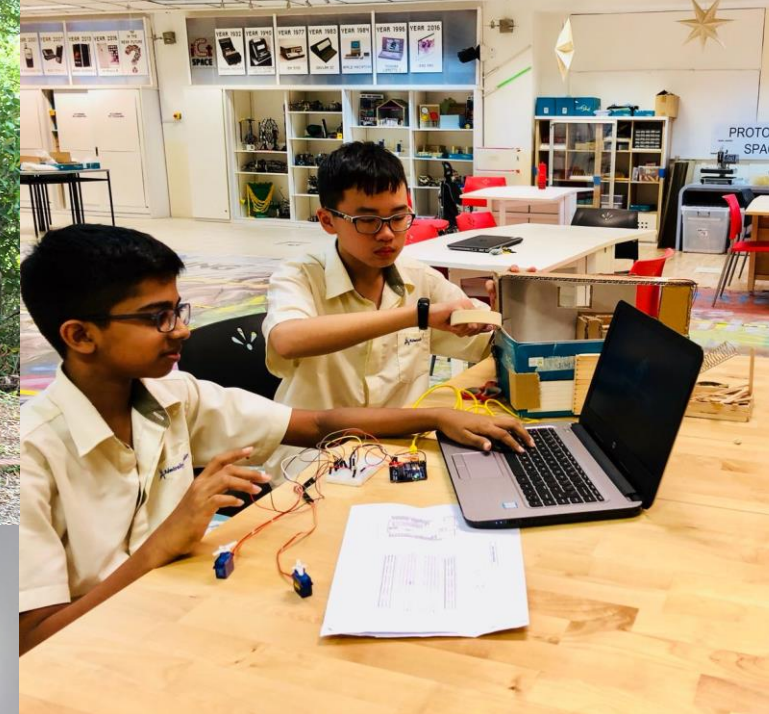


WELCOME TO THE ADMIRAL FAMILY



Our Culture of Care – Our Educators





ADSS TOTAL
CURRICULUM

2021 SEC 1 REGISTRATION AND INTRODUCTION WEBPAGE

- Overview of Admiralty Secondary School
- Administration Briefing (e.g. textbook and uniform purchase)
- Personalised Digital Learning Programme Briefing
- Information such as reporting details on 1st day of school, Sec 1 Orientation Programme, Financial Matters, Subject-Based Banding etc
- Other documents and forms



PERSONALISED FORMS AND DOCUMENTS

Personalised forms such as the following will be issued on the 1st day of school

- Student particulars and medical records
- Subject-based banding opt-in form (if applicable)
- Application for mother tongue language in-lieu (if applicable)

Students are to bring along their Student Card/School Smart Card/Ezlink Card and Primary School Report Book on the first day of school.



Welcome call or text in place of Sec 1 Registration Day



- Here are the suggested days for the purchase of textbooks and school uniforms:
- Students in Normal Academic and Normal Technical Stream: **23 & 28 December 2020, 9am to 3pm**
- Students in Express Stream: **29 & 30 December 2020, 9am to 3pm**
- For crowd-management and minimise waiting time, each student can only be accompanied by one parent and online purchase of textbooks is highly recommended.

Financial Matters: Financial Assistance Scheme (FAS)

FAS students:

- Eligible students should have already submitted their applications for 2021 at Primary School. Please approach the General Office to collect the FAS letters.
- Proceed to purchase textbooks and uniforms **only after** you have received the FAS approval letter.

Financial Matters: Financial Assistance Scheme (FAS)

New applicants:

- FAS application form is available from
 - the ADSS General Office
 - the MOE's website <http://www.moe.gov.sg/initiatives/financial-assistance>
 - Form Teachers on the 1st day of school (issued to students)
- Do not proceed to purchase textbooks and uniform before receiving the FAS approval letter.

Purchase of Textbooks

- If you have decided to accepting the SBB offer, you can start purchasing the relevant textbooks.
- For the checking of textbooks purchase, each table is limited to one set of customers (1 student, 1 parent) at each time.
- Items purchased from the school bookshop can be exchanged within 1 week of purchase with the school's booklist and official receipt. Please ensure that there are no markings (e.g. writing of name/class) before exchanging.
- **Online purchase for textbooks is recommended and is available until 28 Dec**

Canteen



≤Website: www.pacificbookstores.com>

☐ self-collection or home-delivery (delivery charge is \$11.80)

Purchase of Uniforms

Level 1 Classrooms

- Only walk-in purchase is available
- Exchange can be made within 7 days with proof of purchase and the uniforms must be in good condition.
- Please refrain from trying the samples provided.
- During the process, one set of customers (1 student, 1 parent) is to wait at the assigned table/room until the queue number is called upon.



School Smart Card (EZ-link card)

- A) All students entering Secondary One in Jan 2021 will be issued with a new Secondary level School Smart Card (SSC).
- B) While waiting for their new SSC, students can continue to use their Primary level School Smart Cards (SSCs) for concessionary travel.
- C) Students can purchase the Bus Concession Pass (BCP) for Secondary School students using the Primary level SSCs, but would need to purchase the BCP for secondary school students.

Subject-based Banding

- With SBB, N(A) and N(T) students can offer higher-level subjects starting from Secondary 1. This will help them to **build a stronger foundation** in subjects that they are good at.
- Eligible students would be informed of the SBB offer during the welcome call or text. The Subject-based Banding offer letter will be issued on the 1st day of school and the completed form is to be submitted within the first week.
- If have further enquires, please approach the information counter.

First Day of School

Reporting Date: 4 Jan 2021 (Mon)

Reporting Time: 7.15am (report to the canteen)

Attire: ADSS Full school uniform

* Students without the ADSS school uniform can still wear their primary school uniform during the 1st week of school.

* Parents can contact the school at 6365 1733 if your child is not able to attend the first day of school.

Sec 1 Orientation and thereafter

- Sec 1 Orientation is from 4-7 Jan (Mon-Thurs). During these 4 days, school will end by **1.30pm.**
- Please refer to class timetable distributed on the first day of school for the specific end time for each school day.

First Day of School

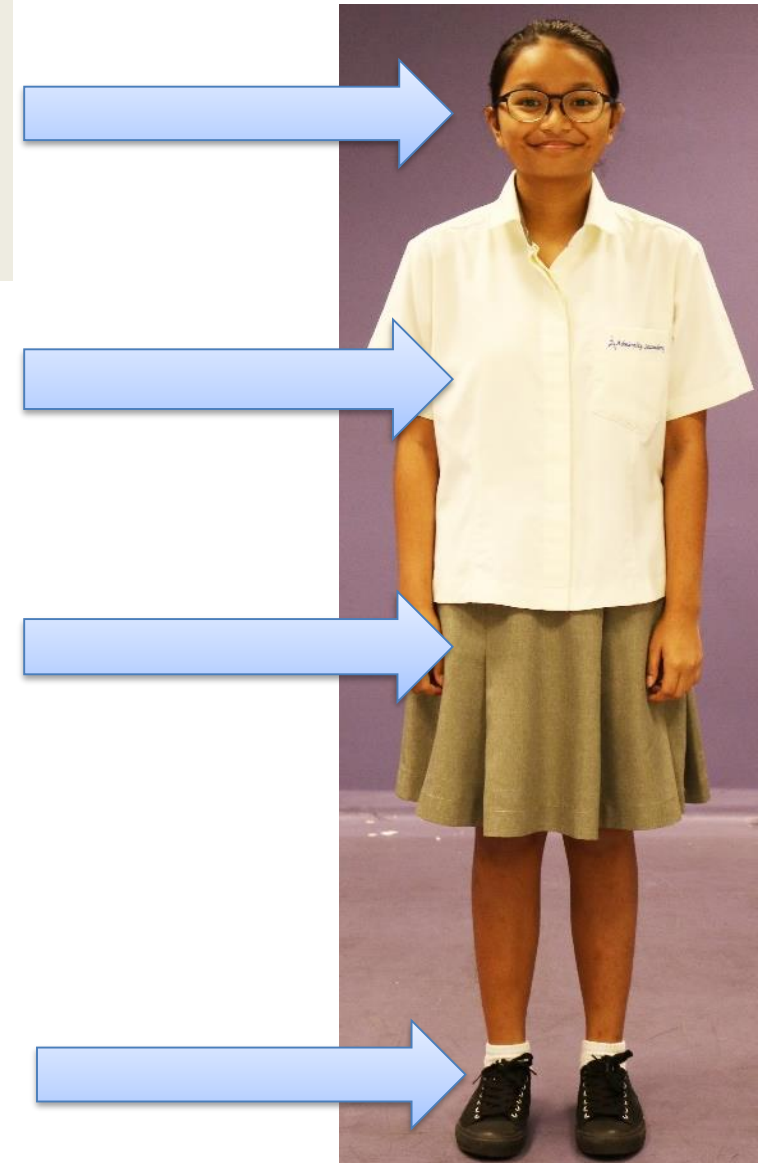


Appropriate hair style &
hair colour
Female: Simple ear studs

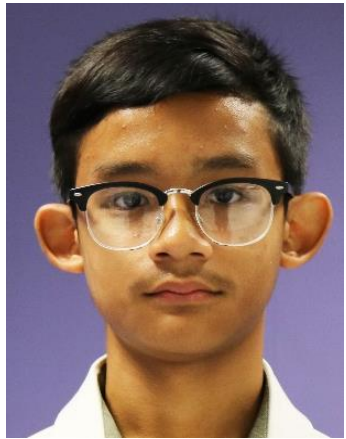
ADSS School blouse

ADSS School skirt

White socks
Black Laced Shoes
(**Pure black** in colour,
No Velcro shoes)



First Day of School

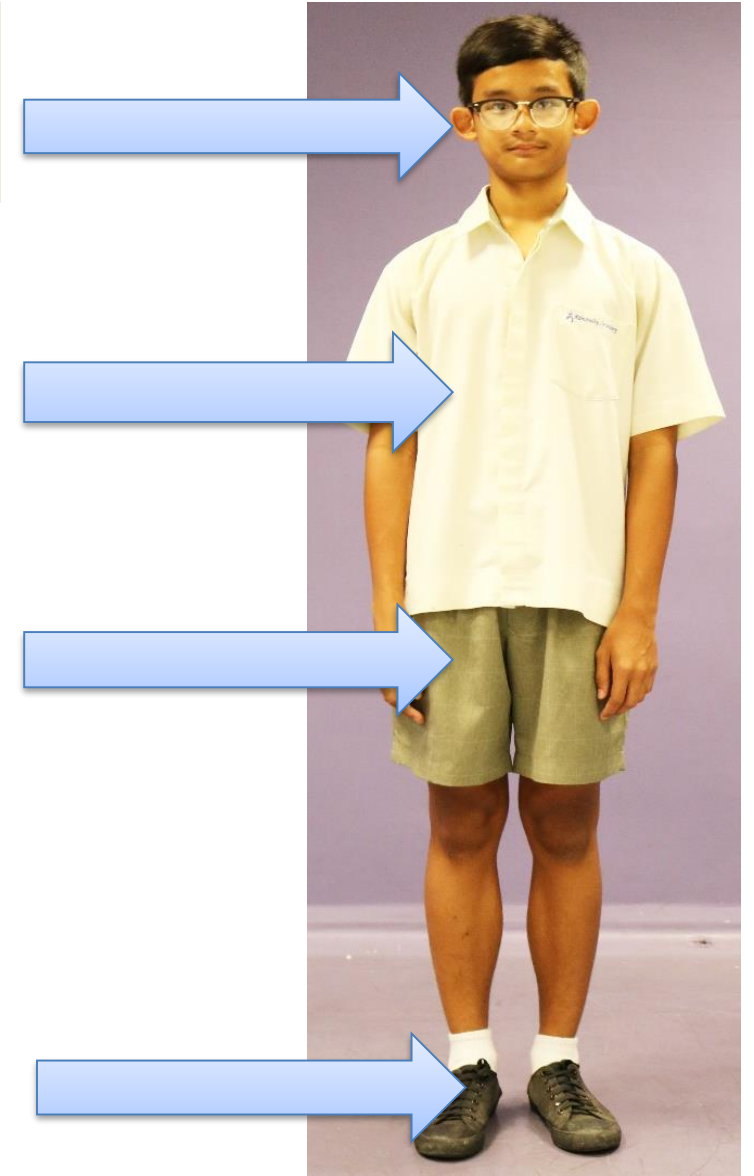


Appropriate hair style &
hair colour

ADSS School shirt

ADSS School shorts

White socks
Black Laced Shoes
(**Pure black** in colour,
No Velcro shoes)



Mobile Device Policy

- Mobile devices refers to mobile phones, tablets, laptops and smart watches.
- Students should place their mobile devices in their bags at all times. They can only use mobile devices when teachers require them to do so.

Secondary 1 Meet-Parent-Session

29 January 2021 (Fri)

via Zoom

5.30 pm – 8 pm

More details will be provided when school term starts



Enquiries

Mother Tongue Language (MTL)	Please approach the information counter at the foyer
Personal Learning Device purchase	
Subject-based Banding (SBB)	
Financial Assistance Scheme (FAS)	Please approach the General Office
Transfer and Appeal	

Or you may call the general office at 63651733 to enquire further

TRANSITING TO SECONDARY 1

- **Differences between Primary School and Secondary School:**
 - Longer school hours
 - Increased commitment to CCAs
 - More subjects and school programmes
 - Making new friends
 - Greater peer influence
 - Greater independence

TRANSITING TO SECONDARY 1

- **A smooth transition is made when your child:**
 - feels safe and comfortable in their new environment.
 - is able to manage the daily challenges of school life.

SUPPORTING YOUR CHILD'S TRANSITION THROUGH SECONDARY SCHOOL

Supporting your child's transition through Secondary School

Build a caring home environment to nurture the social and emotional skills of your child using these S.A.F.E. tips.

SUPPORT

- Find out how your child's preferences are changing. Show interest by asking open-ended questions.
- Make a habit of chatting at a fixed time each day.
E.g. At dinner time.

FAMILIARISE


- Find out what secondary school life is like for students these days.
- Excite him/her about new experiences secondary school students can have.
- Encourage him/her to pick up a new hobby or hone skills in outdoor sports.
- Limit his/her time spent on digital devices.

AFFIRM

- Remember your child's strengths. Build his/her self-esteem in those areas.
E.g. "You have the unique ability to get along well with people."
- Praise and affirm efforts in front of relatives and friends.
E.g. "She is very helpful towards her grandparents."

EMPATHISE

- Acknowledge your child's varying emotions.
E.g. "I understand you feel anxious about starting school without any of your old friends."
- Encourage your child to share thoughts and feelings about the new school.
- Prioritise sufficient sleep.



Spend Time Chatting. Use T.A.D.

Talk

Talk about the different realities faced by teens these days compared to the past.
E.g. How you communicated with friends without social media.

Ask

Ask about his/her thoughts and feelings on people and events around him/her or in the news.
E.g. What are some ways of finding wholesome fun? How does he/she feel about the different types of jobs that adults do?

Discuss

Discuss some acceptable boundaries with regard to the use of electronic devices.
E.g. What are some rules for having a mobile phone (with or without a data plan)?

QUICK TIPS

- Listen attentively to understand what your child might be feeling and thinking.
- Avoid providing advice immediately when not asked.

These tips may be used with children of other ages too; it depends on each child's needs. Using these tips on your child's journey through the school years can help ease anxiety and worries, and build warmer and closer relationships at home.

Ministry of Education
Singapore



Thank you

Let us work together for the
education of our Admirals.

**If you have any clarification, please
contact your Form Teachers or
email us at**

admiralty_ss@moe.edu.sg

