



Sec 1 e-Registration Info Pack for Parents

School Contact Details

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School Tel: 6565 3692

School Website: <https://dunearnsec.moe.edu.sg>

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1. Introduction

This handbook contains general information for our Sec 1 parents and students.

The school will be sending an announcement with a handbook to welcome our parents of Sec 1 students that have been posted to Dunearn Secondary School via Parents Gateway (PG) **on the afternoon of the release of the posting result**. This will be followed by another PG announcement on Sec 1 class allocation and Sec 1 Orientation Programme (SOOP) form that will be sent to parents via PG within two or three working days.

SOOP form will require parents to indicate and submit on the following for the SOOP:

- **Dietary Requirement (eg. vegetarian, all meals will be Halal)**
- **Medical conditions/Food allergies**
- **T-shirt size**

Acknowledgement of the PG announcement and the response to the SOOP form with the student's details will serve as proof of Sec 1 registration in Dunearn Secondary School.

Purchase of Books, Uniforms and Stationeries

Parents and students can purchase books/ uniforms from the school's bookshop within the last week of Dec or purchase online at <https://dyeducation.net> (password to access the portal is: 668822).

For parents who wish to apply for Financial Assistance Schemes (FAS), please proceed with the application at the General Office before purchasing any books/ uniforms within the last week of Dec.

2. Financial Assistance Schemes (FAS)

For information on MOE FAS, please visit <https://www.moe.gov.sg/financial-matters/financial-assistance>

Table 1: Summary of the eligibility criteria for FAS applications.

Income		Eligible Criteria (for Singapore Citizen only)
Gross Household Income OR		Not exceeding \$3,000 per month
Per Capita Income*		Not exceeding \$750 per month

*Gross monthly household income means the total income divided by the number of members in the household.

Table 2: Provisions for students under FAS.

School Fees	Standard Miscellaneous Fees	Textbook	School Attire	Transport Subsidy (for students taking public transport)	Meal Subsidy
Waived	Waived	Free Textbooks	Free School Attire	\$17 per month, capped at \$204 per annum	\$35 per week (\$3.50 x 10 meals)

There is also school-based FAS and FAS from external organizations available subject to eligibility criteria.

Table 3: Provisions for students under the school-based FAS.

School Fees	Standard Miscellaneous Fees	Textbook	School Attire	Transport Subsidy (for students taking public transport)	Meal Subsidy
Waived	Waived	Free Textbooks	Free School Attire	\$10 per month, capped at \$120 per annum	\$22.50 per week (\$2.25 x 10 meals)

Please approach the school’s General Office if you require more information and assistance regarding FAS.

FAS Application Forms and Submission Date

- **In-person Application (Hardcopy)**

The relevant forms (e.g. MOE FAS forms) are obtainable from the school’s General Office.

Please submit the forms in person, *if applicable*, to your Form Teacher or the school’s General Office when school reopens by **2 January 2024 (Tuesday)**.

- **Online Application (Softcopy)**

As part of the Ministry of Education, MOE’s effort towards digitalization, parents will also have the option of applying for MOE FAS application via FormSG (e-FAS) with effect from 2023. This additional option allows parents to submit supporting documents electronically. Parents who wish to submit FAS application online, please click on the new e-FAS link/ QR code for parents at <https://go.gov.sg/moe-efas>

3. Transfer Appeals

Please note that transfer appeals are applicable under valid and special circumstances e.g. medical reasons. Please note that medical reasons refer to serious medical conditions or severe physical impairments which **require supporting documents** for MOE’s consideration and approval.

Students seeking transfers due to medical reasons will need to submit the application to Dunearn Secondary School by 12 pm on the day following the release of the posting results. Parents are to email dunearn_ss@moe.edu.sg to obtain the application form from the school by email. Please prepare supporting documents related to the medical condition which will be required to submit together with the application form back to the school by email.

Transfer appeals to other mainstream schools/ independent / SAP /autonomous schools will need to approach the school of choices directly. Please note that such transfer appeals are based on cut-off points of the schools of choices and valid considerations. Such applications will be put on the waiting list. Students must continue to attend their current posted school until confirmation of acceptance by the school that has been appealed for.

Parents may approach/ contact the school’s General Office at 65653692 for further clarifications and assistance if required.

4. First Day of School in Dunearn Secondary School

The details for the first day of school are as follows.

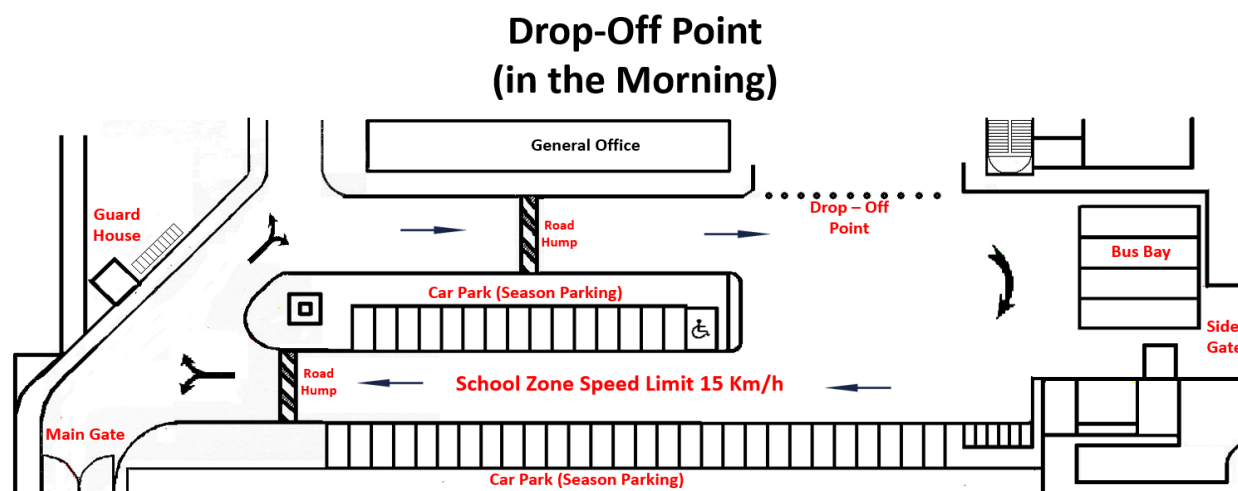
Date: 2 January 2024 (Tuesday)

Time: reach school by 7:30 am

Student's Attire: Dunearn PE T-shirt with school Shorts or Skirt/ Primary School Uniform

Please note that there will be **no** formal lessons during the first four days of school. All Sec 1 students will attend Sec 1 Orientation Programme (SOOP). Parents, please be reminded to **complete and submit the reply slip** for SOOP that is sent together with this handbook via PG.

On the first day of school, parents can drop off their children at the drop-off point at the front of the school as shown below.



Sec 1 Orientation Programme (SOOP)

The objectives of the SOOP are as follows:

- To orientate Sec 1 students to the school surroundings and develop a sense of belonging to the school.
- To facilitate the building of strong bonds within the class, and between students and teachers.
- To allow Sec 1 students to understand the expectations of being a secondary school student.

The details of the SOOP is as follows:

Date:

2 Jan – 5 Jan 2024

Reporting venue for students:

At students' respective classrooms.

(There will be signages and student ushers to lead the Sec 1 students to their respective classrooms.)

Things to bring:

- Pocket Money for recess and/or lunch
- Water Bottle (at least 500ml)
- Writing Materials
- Thermometer
- Personal Medication (if any)

SOOP Details and Programme Schedule

Date and Time	Activities	Attire	Remarks
2 January, Tuesday 0730 – 1415	<ul style="list-style-type: none"> ● School-related talks and briefings ● Form Teacher Time ● Ice Breakers/ Bonding Games 	PE T-shirt with school shorts/skirt	Recess will be provided. Bring pocket money for lunch.
3 January, Wednesday 0730 – 1515	<ul style="list-style-type: none"> ● School song, school tie ● School tour & Bonding games ● Classroom cleaning/ Decoration planning ● CCA Experience (UGs and Clubs & Societies) 	PE attire	Meals will not be provided. Bring pocket money for recess and lunch.
4 January, Thursday 0730 – 1615	<ul style="list-style-type: none"> ● Sec 1 Leadership Workshop ● Bonding Games ● Cyber-wellness Talk & Time-table briefing ● CCA Experience (Performing Arts) 	PE attire	Meals will not be provided. Bring pocket money for recess and lunch.
5 January, Friday 0730 – 1845	<ul style="list-style-type: none"> ● Sec 1 Values in Action (VIA) Programme [West Coast Park] ● Orientation Finale ● CCA Experience (Sports) ● Sec 1 Meet-The-Parents Session 	PE attire	Meals will not be provided. Bring pocket money for recess and lunch.

Sec 1 Meet-the-Parents (MTP) Session

Sec 1 MTP session will be held on 5 Jan 2024, Friday. The schedule is as follows.

Time	Programme
4:30 pm to 5: 00 pm	Registration for Parents at School Hall
5:00 pm to 5:15 pm	Principal's Welcome Address
5:15 pm to 5:30 pm	Year Head's Talk
5:30 pm to 5:40 pm	CCA Briefing
5:40 pm to 5:50 pm	Transition to Secondary School Talk by School Counsellor

5:50 pm to 6:05 pm	Positive Parenting Programme (Triple P) Talk by Feiyue Family Centre
6:05 pm to 6:30 pm	Parent Support Group (PSG): Dads for Life
6:30 pm to 6:50 pm	Parent – Form Teacher Interaction in Classrooms
6:50 pm	End of Sec 1 MTP

5. General Information on Academic Programmes

Tamil Language (TL)

Students who take Tamil Language may refer to the following for general information.

Tamil Language Class Registration Details:

Venue: Chua Chu Kang Secondary School

Dates: Thursday, 4 January 2024 to Friday, 5 January 2024

Time: 2:30 pm – 5:30 pm

Commencement of Tamil Language Lessons:

Date: Monday, 8 January 2024

Venue: Chua Chu Kang Secondary School

Lesson day for G2 & G3 Tamil Language : every Thursday, 3 – 6 pm

Lesson day for G1 Tamil Language : every Thursday, 3 – 4:45 pm

The Tamil Language Coordinator, Ms Esther Lim will follow-up with students taking TL on the first day of school.

Higher Mother Tongue Languages (HMTL)

An Eligibility Letter by MOE will be sent to parents via Parents' Gateway, PG, to inform them regarding the student's eligibility to take HMTL.

The HOD MTL and HMTL coordinator will follow-up with the relevant students/ parents when school-reopens, if necessary.

Important points to note on HMTL:

Dunearn Secondary School **does not offer** HMTL during curriculum time.

Students who meet MOE criteria to offer HMTL and accepted the offer are to attend HMTL lessons at the following centralized centres in the afternoon once a week:

- Higher Chinese Language: Commonwealth Secondary School
- Higher Malay Language: Bukit Panjang Secondary School
- Higher Tamil Language: Jurong West Secondary School

MTL-In-Lieu & MTL Exemption

1) MTL-in-lieu

Students who have been offered **Foreign / Asian languages or Non-Tamil Indian Language (NTIL)** in lieu of MTL at primary level are **not required** to submit a re-application.

2) MTL Exemption

Students granted MTL exemption from the primary level are **not required** to submit a re-application.

The following MTL Coordinating teachers will follow-up with the relevant students/ parents when school-reopens, if necessary.

- MTL Exemption: Ms Syakira
- MTL In-Lieu (AL/FL): Ms Nurul Ain
- MTL In-Lieu (NTIL): Mdm Nursyaza

Information on 3rd Language

3rd Language includes Malay (Special Programme) (MSP), Chinese (Special Programme) (CSP), Arabic and Bahasa Indonesia. Students who are **successful** in their application to be offered the above subjects will receive a notification through Parents' Gateway, PG.

- For students posted to MSP and CSP Zonal Centres, please refer to the respective centre website for instructions for registration.
- Registration for the Zonal Centres and MOE Language Centres will be from *22 December 2023, Friday to 4 January 2024, Thursday (tentative)*.
- Places that are not taken up by *Thursday 4 January 2024 (tentative)* will be reallocated to other applicants.

Students who wish to appeal for 3rd Language are to see the following school personnel by **3 January 2024**:

- HOD MTL, Ms Sharon Tai
- 3rd Language Coordinator, Ms Nurul Ain

General information on Art and Music Elective Programmes

Centre-based Learning for Arts programmes and subjects

At the secondary level, students may be offered programmes/ subjects not offered in their own schools through centre-based learning. Students would attend weekly classes for these programmes/subjects in the afternoon at a centre that could be hosted by another school.

For the arts, these include the following:

Arts programmes/subject	Level
Art Elective Programme (AEP)	Sec 1 – 4
Music Elective Programme (MEP)	Sec 1 – 4
O-Level Music Subject*	Sec 3 – 4

**Details on the application into O-Level Music through centre-based learning will be informed to all students in May of the Secondary 2 year.*

This presentation will cover the application into the AEP and MEP through centre-based learning, which takes place within the first two weeks of Sec 1.

Art Elective Programme (AEP)

Art Elective Programme (AEP) is a 4-year flagship programme established to nurture students with interest, potential, and passion in art and design.

The **AEP curriculum** aims to develop students as practitioners, scholars, advocates and leaders in the arts.

The curriculum includes:

- An extended and balanced art curriculum comprising studio practice and art criticism components.
- Exposure to a range of art materials, media and creative processes.
- Access to specialised studio facilities, equipment and resources.
- Collaborative learning experiences with other AEP students through combined school events and workshops.
- Opportunities to learn from arts industry professionals, and higher education students and staff about the arts and creative industries.
- Opportunity to offer Higher Art syllabus at O-Level.

Art Elective Programme Centre-Based Learning @ NJC

National Junior College (NJC) operates as an AEP Centre which extends the programme to students from all non-AEP/EAP schools. Students will travel to NJC for their weekly lessons throughout the four-year secondary level programme and enjoy the same specialised and rigorous AEP curriculum in studio practice and art appreciation.

To apply for AEP @ NJC at Sec 1:

- Must pass a selection exercise comprising short art tasks and a portfolio interview.
- Requires endorsement from the student's own secondary school.
- **Application window: 3- 16 January 2023**

The selection exercise typically:

- focuses on evaluating students' suitability based on basic art skills, imagination, expressive and conceptual capacities, artistic dispositions, etc.
- makes fair consideration for students who may have had less access to additional developmental experiences and resources relative to their peers.

Students' portfolio are not expected to be extensive. Portfolios should be assembled to best reflect students' artistic abilities and potential in relation to their own interests and experiences. Suitable works done in school are perfectly acceptable.

Music Elective Programme (MEP)

Music Elective Programme (MEP) is a 4-year flagship programme established to nurture students with interest, potential, and passion in music.

The **MEP curriculum** aims to develop students as practitioners, scholars, advocates and leaders in the arts.

The curriculum includes:

- An extended and balanced music curriculum that develops skills in Listening, Creating, Performing and Research
- An in-depth study of Asian, Classical, Jazz, Popular and Multimedia genres
- Access to specialised facilities such as practice studios, music technology equipment and other resources (e.g. scores and audio-visual materials).
- Opportunities to learn and collaborate with MEP and EMP students from other schools.
- Opportunities to learn from music industry professionals through masterclasses and studio sessions.
- Opportunity to offer Higher Music syllabus at O-Level.

Music Elective Programme Centre-Based Learning

Anglo-Chinese School (Independent) (ACS (I)) and Dunman High School (DHS) operate as **MEP Centres** which extend the programme to students from all non-MEP/EMP schools. Students will travel either to ACS (I) or DHS for their weekly lessons throughout the four-year secondary level programme and enjoy the same specialised and rigorous MEP curriculum in Listening, Creating, Performing and Research.

To apply for MEP Centres at Sec 1:

- Must pass a selection exercise comprising an e-Audition, e-Listening Test and e-Interview.
- Requires endorsement from the student's own secondary school.
- **Application window: 3- 16 January 2023**

The selection exercise usually involves an audition, listening test and interview to assess students' potential and interest. The exercise comprises:

- **Audition:** Perform 2 contrasting solo pieces on an instrument (e.g., piano, trumpet, rebab, erhu, sitar) or voice, lasting no longer than 5 minutes in total.
- **Listening Test:** Listen to 8–10 short musical extracts, taken from both Western and non-Western musical traditions, and respond to 25 MCQ questions.
- **Interview:** Share musical aspirations and interests with a panel of music teachers. Applicants who have composed music could upload their scores and/or recordings as part of their online application.

Should I apply for AEP/MEP Centres?

Enrolling in AEP/ MEP Centres needs dedication!

You would have to

- Manage your time well because you would need to travel to the respective centre for lessons one afternoon a week.
- Commit to the scheduled lessons, assignments and additional projects.

I'm interested! What should I do next?

To apply for AEP/ MEP Centres at Sec 1,

- When posted to a secondary school that does not offer AEP/MEP/EAP/EMP, apply for AEP/ MEP Centres in the first two weeks of January.
- Pass Selection Exercise at the start of the Sec 1 school year.
- Begin AEP/MEP lessons from Sec 1, Term 2.

Tentative Dates for AEP and MEP

The dates reflected here may be subject to change. Please check the MOE websites on p.19 for the latest updates on details of the Selection Exercises.

Dates	Events
3 – 16 Jan	AEP and MEP: Submit online application form <i>Online application includes submitting</i> <ul style="list-style-type: none"> • AEP: e-portfolio • MEP: audition videos
26 Jan	MEP: e-Listening Test (Selection Exercise Phase 1) and briefing for applicants and parents
27 Jan	AEP: Briefing for applicants and parents
Bet. 13 – 22 Feb	AEP and MEP: Interviews (Selection Exercise Phase 2)
By 1 Mar	AEP and MEP: Receive application outcome
From 20 Mar	AEP and MEP: Lessons start from Term 2 Week 1

Lesson Schedule (Lessons start from Term 2)

The schedule reflected here may be subject to change.

	Centres	Lesson Timings for 2023 Sec 1 Cohort
AEP	National Junior College 37 Hillcrest Road Singapore 288913	Lower Sec: Tuesdays (3.00 – 6.00pm) Upper Sec: Thursdays (3.00 – 6.00pm)
MEP	Anglo-Chinese School (Independent) 121 Dover Road Singapore 139650	Lower Sec: Thursdays (3.30 – 5.30pm) Upper Sec: Fridays (3.00 – 6.30pm)
	Dunman High School 10 Tanjong Rhu Road Singapore 436895	Lower Sec: Mondays (3.30 – 5.30pm) Upper Sec: Wednesdays (3.30 – 6.45pm)

Additional Information and Contact Details for AEP and MEP

Parents/ students who wish to find out more about AEP and MEP can visit the websites or contact the AEP and MEP School Coordinators as follows.

Programme - Link	Teacher IC, Email Address
AEP - https://moe.gov.sg/aep	Mdm Fatimah Sawifi (HOD Aesthetics), fatimah_sawifi@schools.gov.sg
MEP - https://moe.gov.sg/mep	Mr Vu Tien Dat (SH ICT), vu_tien_dat@schools.gov.sg