



QUEENSWAY SECONDARY SCHOOL

• Address: 2A Margaret Drive, Singapore 149295 • Office: 6474 1421 • Fax: 6479 1302 • Email: qss@moe.edu.sg

10 May 2021

Dear Parents/Guardians,

I would like to bring your attention to the following matters and look forward to your support.

Vigilance against COVID-19

Over the past week, we have been informed via the media that there is a rising number of COVID-19 cases in the community. As a result, our Government has stepped up measures to curb social gatherings and have urged for greater self-responsibility from all of us so that more drastic measures need not be taken. Over the past 2 weekends, 2 schools have had to go into Home-Based Learning (HBL) mode as a student each in the schools were tested positive for COVID-19.

This morning, I reiterated again to all students the need to take appropriate actions that will keep them, your family and our school safe. The following are points I stressed and it would be helpful that you reiterate them to your child/ward.

1. If they feel sick, they should immediately seek medical attention at the nearest clinic to their home. The doctor will advise them on the appropriate actions to take.
2. Wear their face masks properly, that is, covering nose and mouth from the time they leave their home till they return home. Wearing their face mask properly will reduce the chance of them picking up any viruses as they move about, and also not bringing the virus home or to school.
3. Wash their hands with soap and water frequently as they may touch surfaces unintentionally. It has been reported that the COVID-19 virus can stay "alive" on surfaces for long periods, depending on the material.
4. All students are to have a working Oral Digital Thermometer as they will need to take their temperature daily. Ideally, they should check their temperature before leaving their home.
5. Temperature checks will be conducted before lessons start for the day. Should your child/ward have CCA or remedial lessons, teachers will require them to take their temperature again. All students with a temperature of 37.6 degrees or more will be required to seek medical attention.
6. All students are required to wipe down their desks at the end of the day or after lesson if they are using a different classroom. Teachers will be monitoring them on this.

With your co-operation and support, we hope to be able to keep all our students and staff COVID-19 free for the protection of all our families and to also have a peace of mind.

Taking care of personal learning device, Chromebook

While the majority of students have been most responsible in their use and care of their Chromebooks, we have had occasions where the device was returned to the office as it was left unattended. Should your child/ward misplace his Chromebook, he will lose the opportunity to use it for his/her learning and you will have to purchase another device for his/her use. Likewise, do remind your child/ward not to have any drinks or food near his/her device when using it as spillages on the device may render it unusable. I am glad that the majority of our students have been responsible and are using the device for its intended purposes.

Parent Teacher Meeting (PTM) - Friday, 28 May 2021

We have scheduled 28 May 2021 for parents/guardians to meet with teachers of your child/ward. This will provide the opportunity for you to obtain feedback from their teachers as to how your child/ward is performing in school, not only academically but also in his/her holistic development.



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The PTM will be from 11 am to 5 pm that day and will be conducted via Zoom, due to prevailing COVID-19 conditions. For a very small group of students where we have greater concerns, we will be arranging for a face-to-face meeting with the School Leaders, Year Heads and Class mentors.

Parents/Guardians will receive letters of invitation in 2 batches. The first batch will be for those whom we want to meet the parents/guardians of the student concerned. We will give these parents/guardians 2 days additional notice to make the booking for their slot with their teachers. The 2nd batch of letters will be sent out after the opportunity has been given for the first group of parents/guardians to book their slots. Each session with a teacher will be 15 minutes. I ask that you be respectful of the next parent/guardian who is waiting to enter their session and to wrap-up the conversation after the allocated time. Should there be other follow-up that is needed, you can either email the teacher or arrange for another session the following week.

In order to accommodate as many parents/guardians as possible, bookings be made up to 3 slots for each student. During this Zoom session, we expect your child/ward to also be present when you are meeting with their teachers. You should rename your display name as, "Parent of (Name of Student_Class), e.g. Parent of Amanda Teo_Sec 101. Please note that the teacher will not grant admission to the session if you do not rename your display name correctly, as we want to ensure that we are speaking to the parents/guardians of the student.

Early Dismissal on Friday, 28 May

In order to accommodate the PTM sessions commencing at 11 am, we will dismiss all students by 10.30 am. This should give your child/ward sufficient time to return home, if you are going to have the sessions with their teachers from home. Should you be logging in separately from your child/ward, you may do so, but your child should indicate his/her name and class, e.g. Amanda Teo_Sec 101. Similarly, without the correct process of identification, the teacher will not admit the student.

Early dismissal for Muslim students

As Muslim staff and students will be celebrating Hari Raya Puasa on Thursday, 13 May, all Muslim students and staff will be allowed to leave school after 10.30 am on the eve, 12 May. I take this opportunity to wish all Muslim in QSS Selamat Hari Raya Adil Fitri. Wishing you a joyous celebrations though it may have to be muted due to the prevailing conditions.

Yours sincerely,

Peter Tan Chong Tze
Principal



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