



CHIJ KATONG CONVENT

346 Marine Terrace, Singapore 449150

KC/G/2026/42

24 June 2026

Dear Parents/ Guardians

We hope the girls had a good June break and would like to welcome them back to school! In this letter, we will be sharing information and updates on school matters, as well as upcoming events in Term 3.

1. Staff Updates

We wish to extend a warm welcome to the following permanent staff:

- Ms Corie Lee, Vice-Principal (Administration)
- Ms Freyja Chu, Literature Teacher
- Mr Ernest Yeo, Chinese Language Teacher
- Ms Poh Xiu Wen, Biology Teacher

2. Key School Events in Term 3

We are delighted to share that several school programmes such as Sports Day, National Day Celebrations and Teachers' Day Celebrations will be held in Term 3. For information on other school programmes, you can refer to the school calendar on the school website <https://www.chijkatongconvent.moe.edu.sg/the-kc-experience/cal/>

a. Sports Day, 3 July

Sports Day will be held at the Singapore University of Technology and Design (SUTD) on Friday, 3 July. Students are to report at SUTD Sports and Recreation Centre by 7.40 a.m. and will be dismissed at 11.30 a.m. They are to wear their PE attire or house T-shirt with their pinafore for the day. Please ensure your daughter/ward brings sufficient water to stay hydrated throughout the event. As a precaution, we advise that girls leave valuables at home.

b. National Day Celebration, 7 August

The school's National Day celebration will take place on Friday, 7 August. Lessons will proceed as normal followed by celebration in the Hall. School reporting and dismissal times remain unchanged at 7.35 a.m. and 2 p.m. respectively. Students may wear their red T-shirt or PE T-shirt with their pinafore. There is no CCA on that day, except for groups preparing for competitions and they would be informed by their respective CCA teachers of the arrangements. Please note that school resumes on Tuesday, 11 August.

c. Emergency Preparedness Exercise, 1 September

The Emergency Preparedness Exercise is part of the SGSecure framework which aims to build resilience within our school community by being prepared for emergencies on school premises and familiarising staff and students with safety and evacuation procedures. This exercise will be conducted during curriculum hours and students will be briefed nearer the date.

d. Teachers' Day Celebration, 3 September

The school will be holding the Teachers' Day Celebration on Thursday, 3 September. The reporting time remains as 8.35 a.m. while the dismissal time is 12 noon. More details will be shared with the students nearer the date.

3. National Examinations

a. GCE O-Level Mother Tongue Languages (MTL) Listening Comprehension, 7 July

As the school is used as a venue for the MTL Listening Comprehension, students will be dismissed earlier on that day. Please refer to the timings in the table below.

Level	Dismissal Time	Remarks
Sec 1	11:20 a.m.	<ul style="list-style-type: none">• Students will be attending the Performing Arts-Based Learning Journey on "Time Travel through Jazz" at Victoria Theatre.• Students will be dismissed earlier for lunch in the canteen before boarding the bus at 12 noon. They will return to school by 3 pm and be dismissed from school.
Sec 2 & 3	12.30 p.m.	<ul style="list-style-type: none">• Sec 2 DEP student and Sec 3 Art students will continue with their lessons from 1.30 to 3.30 p.m.• Sec 3 Drama students will continue with their lessons from 1.30 to 4 p.m.
Sec 4 & 5	12.30 p.m.	Candidates taking the examination should report to the examination venue at least 30 minutes before the start of the paper.

b. GCE Oral Examinations, 13 to 17 July

All students will be dismissed at 12.30 p.m. on Monday, 13 July as the National Oral Exams will commence in the afternoon. In conjunction with the Oral Exams, there will be three consecutive Independent Learning Days (ILDs) from 14 to 16 July. Students who are not involved in the Oral Exams will not report to school and will be assigned work for home-based learning. This is also a wonderful opportunity for Sec 1 to 3 students to make progress on their Student-Initiated Learning (SIL) projects, which will culminate in a class sharing in Term 4.

4. Students' Initiative – Student Hangout Space

Students' voices and sense of belonging are important to us. Initiated and conceptualized by student leaders, we are pleased to introduce a dedicated student hangout space which is located at the ASE room on Level 1. The space will be open every Wednesday and Friday from 2 p.m. to 3 p.m. to start, with plans to expand the operating hours and days in future. We hope this provides a welcoming environment for students to connect and unwind after their

lessons. We would also like to thank the Parent Support Group for working with and supporting the students in the set-up of the space.

5. Administrative Matters

a. Enhanced Features in Parents Gateway

Parents Gateway (PG) connects our school community, providing a convenient platform for parents to stay informed and act on school-related matters. As shared last year, you may submit reasons and supporting documents (e.g. medical certificates) for your daughter's/ward's absence via the **Student Absence** feature on PG. We are heartened that many of you have made use of this feature and shared positive feedback on its convenience. Do refer to the attached user guide for steps on using this feature.

We are also pleased to share two new features in PG to further enhance our home-school communications in Semester 2.

- (i) **Notification of Student's Absence from School** — With this feature, you will receive an automated absence notification via PG by 9 a.m. (Mon/Tue/Wed/Fri) or 10 a.m. (Thu) if your daughter/ward is absent from school on that day. Upon receiving this notification, please submit the reason for absence along with any supporting documents (e.g. a medical certificate) through PG.

Please note that the notifications are sent based on students' attendance at morning assembly. For students who arrive late or are not present at the morning assembly venue, notifications would also be sent. Should you receive this notification and are aware that your daughter/ward is in school, please inform the General Office at 6448 6433.

- (ii) **School Calendar** — This feature gives you quick access to the school calendar through PG. You can access it by tapping on 'Services' followed by 'School Calendar' to view the school events.

b. Timetable

The timetable for Semester 2 can be accessed through the school website from Saturday, 27 June: <https://www.chijkatongconvent.moe.edu.sg/the-kc-village/parents/>

c. Closure of General Office

Please note that the General Office will be closed at 12 noon on Friday, 26 June as all staff will be involved in our annual Staff Learning Symposium.

Thank you for your partnership in developing our students. Should you have any questions, please contact the General Office at 6448 6433 or email us at chijktcs@moe.edu.sg.

Yours sincerely



Mrs Tan Mei Chuen
Principal