



# Catholic Junior College

2020/0TH/016

17 February 2020

Dear Parents/Guardians,

1. Welcome to Catholic Junior College and an exciting school year ahead! We hope your child had a meaningful Orientation Programme and is well- settled into the College. Since the start of term, your child has been briefed on the JC curriculum, school expectations and the various key programmes and activities he/she can look forward to. We seek your help in encouraging him/her to leverage on every opportunity to learn, reflect and grow. My teachers and I look forward to guiding your child in his/her educational journey to be Thinkers with a Mission and Leaders with a Heart. We would like to take this opportunity to provide some updates on the college programmes and events, and the rich learning that your child/ward can look forward to.

## College Calendar

2. We are pleased to attach the college calendar for 2020 for your information. Besides the main college events which your child will participate in, please note the assessment dates leading up to the End-of-Year Promotional Examination and guide your child to plan his/her revisions accordingly. In addition, Supplementary lessons for JC1 students have been scheduled during the March, June and September holidays to support them in their learning and revision of key concepts leading up to the promotional exams. All JC1 students are expected to attend the supplementary lessons and attendance will be taken. We would appreciate if you could plan and schedule your family vacations keeping in mind the College's assessment and supplementary lesson schedule so that your child will have sufficient time to prepare for examinations and will not miss valuable curriculum time.

3. Your child has been briefed on the range of CCAs available in CJC, the distinctive programmes offered by each CCA and the process for CCA selection. Once your child's CCA is confirmed by end of Term 1, letters will be sent to you by the respective CCA teachers to inform you of the weekly CCA practice dates/time. Should you have any CCA related queries, please contact your child's CCA teachers. Given the importance of CCAs in character and leadership development, we would like to seek your support to encourage and motivate your child to attend CCA practices regularly and to remind him/her to achieve a balance between academic and CCA commitments.



4. Due to stepped up precautionary measures arising from the COVID-19 situation and the need to avoid mass social mixing, we have decided to cancel the JC1 Parent Information Evening (PIE) on 4 and 5 March 2020. We will be sending you the briefing slides for PIE and uploading it in the college website for your reference at a later date. You will be receiving an email from your child's Home Tutor (HT) to inform you of your child's respective subject tutors. Please contact your child's Home or Subject Tutors if you have further queries related to academic and student development matters. In addition, you will have the opportunity to meet up with your child's Home Tutor at the JC1 Parent- Teacher Conference (PTC) on 24 July 2020 to discuss your child's academic and student development progress.

5. We have also decided to postpone the college events such as the CJC 45<sup>th</sup> Anniversary and Commencement Ceremony and the CJ45 Fundraising Cross Country (originally scheduled on 24 Feb and 27 Mar respectively) to later this year. More information will be provided to students and parents at a later date regarding the rescheduling of these activities. To help JC1 students commence their JC1 journey in the College, there will be a class-based welcoming and commencement session on 25 Feb whereby their JC2 seniors will present them the CJC collar pin which depicts the College Flame to represent the passing of the CJC spirit of truth and love to the new batch of JC1s.

### **College Rules and Expectations**

6. We would like to take this opportunity to highlight that students are required to attend all college activities including lessons, CCA, sports events and other celebrations punctually and diligently. Any absence due to illness must be covered by a medical certificate. For major examinations and termly graded assessments, students who are unable to sit for an exam or test paper due to medical reasons are required to see a doctor and obtain a medical certificate. The original medical certificate must be submitted to the respective home tutors within 2 days upon return to college for the valid reason to be acknowledged in the computation of marks. As the major examinations play a key part in determining a student's eligibility for promotion to JC2, please do take note of the exam dates and encourage your child to factor in sufficient time for revisions and to maintain good health.

7. As part of exercising self-leadership, your child should observe good discipline and is expected to be neat and appropriately attired to reflect positively on himself/herself and the college. Whilst students are permitted to bring mobile phones to college, there should not be any disruption or distraction in class due to the misuse of mobile phones during curriculum hours and all college activities. Students who abuse the use of mobile phones will have this privilege withdrawn. We would like to invite you to partner us in ensuring the holistic development of our students so that they will become exemplary thinkers and leaders.



## Student Development

8. In the JC1 year, the College will conduct relevant weekly student development programmes to support your child's development as a Thinker with a Mission and Leader with a Heart. As part of the college's emphasis on Positive Education and leadership development, your child will attend lessons to help them uncover and develop their talents and interest. They will also be guided as they make their transition from Secondary school to JC as they learn skills of self-management, building positive relationships and making a positive contribution to society. He/she will also be encouraged to be a reflective thinker as he/she develops a growth mindset and utilises his/her strengths to lead and serve. The College will tap on its rich alumni network to invite distinguished and inspirational speakers to address the students and inspire them to aim high for the A-Levels and to inculcate a sense of mission to lead and serve within and beyond CJC.

## H1 Project Work (8808)

9. Project Work (PW) is a compulsory H1 subject taken by all JC1 students. Project Work provides students with the opportunity to synthesise knowledge from various areas of learning, and critically apply this knowledge to real-life situations. This process also enhances students' knowledge base, and enables them to acquire important life-skills such as collaboration, communication and independent learning, thus preparing them for lifelong learning. Project Work constitutes 10 A-Levels points for local university admission.

10. Project Work papers are administered by the Singapore Examinations and Assessment Board (SEAB). The College has put in place internal submission timelines to help students better manage the timeline for their Project Work submissions and allocate sufficient time for students to prepare for the Oral Presentation assessment (2 – 6 Nov and 11 Nov 2020) which constitutes 50% of the total marks. Students can refer to the "Instructions to Candidates" document at the Release of Task Notes (9 – 13 March 2020) for more information on Project Work matters.

PAPER	COMPONENT	College Timeline for Submission
1	WRITTEN REPORT	12 OCT 2020
	INSIGHT AND REFLECTIONS	30 OCT 2020
2	ORAL PRESENTATION	2—6 NOV AND 11 NOV 2020

11. We seek your understanding for your child/ward to observe internal deadlines so that we can comply with SEAB deadlines and also support your child/ward to do well in all components of Project Work. Should you require further clarification or information, you can contact Mr. Gerard Yee (HOD/PW) at 6252 4083.



## Regular Communications with Parents

12. The College will issue termly letters to all JC1 parents via Parents Gateway to update on College matters. In addition, there will be notifications by CCA teachers and/or Home Tutors to inform you of learning activities beyond the classroom. Home Tutors will be meeting parents at the Parent- Teacher Conference (PTC) on 24 July 2020 to update you on your child's progress. Slides to be originally used at the PIE will be uploaded onto the parents section of the College website <https://cjc.moe.edu.sg>. In addition, for parents who wish to be updated on the College's Catholic and religious activities including the College's mass schedule on Mondays, Tuesdays and Fridays at 8:00 a.m. in the College chapel, can refer to @CJ.veritas Instagram Account.

13. We would like to take this opportunity to urge you to get onboard Parents Gateway if you have not done so. It is a mobile app that connects parents and schools on key administrative matters, allows schools and MOE HQ to send updates on programmes and activities to you, and for you to perform administrative functions such as providing consent for your children to participate in school activities. It aims to aggregate parent-teacher communications securely on a centralized digital platform. It is integrated with existing MOE records systems, so updates will be reflected in Parents Gateway in real-time. The app is supported by the following operating system versions respectively: Android 5.0 or later and iOS 9.1 or later and you may download the app via Google Play Store or the Apple App Store. Please do note that school communication will be on the Parent Gateway app from 7 Feb 2020. We urge you to download the app so that you can keep abreast of college developments and support your child's educational journey.

## Family@CJ Parent Support Group

14. The Family@CJ Parent Support Group (PSG) would like to appeal for assistance among parents to assist in key college programmes to support our students. This includes supporting the students during the Night Study period for JC1s and JC2s which takes place before each major exam (please refer to College Calendar 2020). These Night Study periods are heavily subscribed by students and more parents' assistance would be appreciated. If you wish to join our Family@CJ PSG, please sign-up using the QR code provided below or go to <https://tinyurl.com/FamilyCJPSG>





Please do not hesitate to contact any of the following PSG EXCO members to find out more about how you may contribute. The 2020 PSG EXCO comprises the following parent representatives.

Position	Name	Contact Number
Chairperson	Mr Siva Krishnasamy	9179 2450
Vice-Chairperson	Mdm Soon Pei Pei	8118 0111
Events Chief	Mr Rajendran Rajaram	9221 9011
Milo Dad & Logistics Chief	Mr Thomas Tan Hock Chang	9819 0482
Photography & Social Media Chief	Mr Thangamani Muthurajan	9457 8141
Treasurer	Mdm Catherine Yong Yoke Foong	9618 9921
Snack Night Coordinator	Ms Patricia Cheah Swee Nee	9620 0085
Parent Prayer Group	Mr Tan Wei Yen Kevin	9069 0611

You may also reach them at [catholicjcpsg@gmail.com](mailto:catholicjcpsg@gmail.com) if you wish to support the PSG programmes.

### Partnership with Parents

15. Lastly, we wish to thank all parents for your continuing support and partnership as we modify our educational programmes in response to the stepped up COVID-19 precautionary measures such as the need to reduce large-scale social mixing of students. One positive development is that we have been providing more opportunities for Home and Subject Tutors to get to know their JC1 students better through having more class-based assemblies and tutorials in Term 1. This has given our JC1 students the support needed to make the smooth transition from secondary to JC education.

16. We have also been emphasising to all CJCians the need to exercise good personal hygiene and social responsibility in keeping CJC a safe place for all. We seek your support in reiterating these key messages to your child.

17. It is our College mission to develop every CJCians be a 'Thinker with a Mission, Leader with a Heart' and we look forward to working in partnership with you to support your child/ward's educational journey. For feedback and queries pertaining to general college matters, you may contact the college at 6252 4083 and [catholic\\_jc@moe.edu.sg](mailto:catholic_jc@moe.edu.sg). Thank you.

Yours sincerely,

Mrs. Phyllis Lim  
Principal



# Catholic Junior College

## 2020 JC1 IMPORTANT DATES

SEMESTER 1	
MAR – APR	<p><b>March Break: Mon 16/3 – Fri 20/3</b></p> <p>JC1 Supplementary Lessons: Mon 16/3 – Tue 17/3</p> <p>CJ45 Fundraising and Cross-Country: Fri 27/3 – Postponed</p> <p>STEM Fest 2019: Mon 30/3 - Fri 3/4</p> <p>Parents' Talk on "Empowering Teen Transition into Adulthood" – Sat 4/4</p> <p>CCA National Schools Games &amp; SYF: Fri 6/4 – Wed 29/5</p> <p>Parents' Talk on "IHL Landscape" – Sat 25/4</p> <p>Supervised Night Studies: Mon 27/4 – Wed 20/5</p>
MAY	<p><b>JC1 Mid-Year Exams (H1): Tues 19/5 – Thurs 21/5</b></p> <p>Ascension Day Mass (5:15pm): Thurs 21/5</p> <p>JC1 MTL (H1MTL &amp; MTB) Internal Oral Exam Fri 22/5 - Thurs 28/5</p> <p>Think Career &amp; Higher Education Festival: Fri 22/5</p> <p>Sports and Aesthetics Carnival: Wed 27/5 &amp; Fri 29/5</p>
JUN	<p><b>June Holidays: Mon 1/6 – Fri 26/6</b></p> <p>JC1 Supplementary Lessons: Mon 1/6 – Thurs 4/6</p> <p>CJC Celebrates!: Wed 3/6</p>



<b>SEMESTER 2</b>	
JUL - AUG	<p><b>JC1 Mid-Year Exams (H2): Mon 29/6 – Thurs 2/7</b></p> <p>Supervised Night Studies: Mon 29/6 – Wed 1/7</p> <p>GCE 'A' Level H1 MTL Oral Exam Tues 7/7 – Tue 21/7</p> <p>GCE 'A' Level H1 MTL/MTB Listening Comprehension Wed 22/7</p> <p>JC1 Mid-year Parent-Teacher Conference: Fri 24/7</p> <p>JC1 Student Leaders Appreciation &amp; Installation Ceremony – Mon 13/7</p> <p>45<sup>th</sup> College Day Annual Awards: Wed 29/7</p> <p>JC1 Last Day of CCA: Thurs 30/7</p> <p>Supervised Night Studies: Mon 3/8 – Tues 1/9</p> <p>JC1 H1 MTL &amp; MTB Promotional Exam Fri 28/8</p>
SEP	<p><b>Sept Break: Mon 7/9 – Fri 11/9</b></p> <p>Supplementary Lessons: Thurs 10/9 – Fri 11/9</p> <p>Supervised Night Studies: Mon 14/9 – Thurs 1/10</p>
OCT	<p><b>JC1 Promotional Exams: Tue 29/9 – Mon 5/10</b></p> <p><b>GCE 'A' Level MTL Examinations: Mon 26/10</b></p> <p>JC1 End-of-Year Thanksgiving Ceremony – Thurs 29/10</p>
NOV/DEC	<p><b>GCE 'A' Level Project Work Oral Presentation: Mon 2/11 – Wed 11/11</b></p> <p>Last Day of Term: Friday 27/11</p> <p>Teachers' Protected Time: Mon 3/12 - Fri 31/12</p>