



PEICAI SECONDARY SCHOOL

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24 January 2022

Reference No.: 62/2022

Dear Parents/Guardians

Assessment Structure and Weighted Assessment (WA)1 2022 **Secondary Three Normal Technical**

- 1 Assessment is integral to teaching and learning. The objectives of the WAs are as follows:
 - a) to inculcate the habit of consistent revision and to provide students the opportunity to apply acquired knowledge in a formal setting prior to the semestral examination; and
 - b) to provide a milestone check on students' learning for teachers to provide the necessary guidance and support to close any learning gaps as well as engage parents early on their child's/ward's academic progress
- 2 A Progress Report capturing the performance of your child/ward would be issued via your child/ward on the last day of Terms 1, 2 and 3. The report would enable parents/guardians to have a good sensing of your child's/ward's academic progress before the End of Year Examinations. By releasing the dates of the tests and examinations early in the year, we hope to continue nurturing our students to be more self-directed and plan their revision in advance.
- 3 The assessment structure for the various Weighted Assessments for 2022 is as follows:

	Term 1	Term 2	Term 3	Term 4
	WA1	WA2	WA3	End of Year Examination (EYE)
Weighting	15%	15%	15%	55%
Dates*	15 Feb – 24 Feb	29 April 5 May – 13 May	11 Aug – 17 Aug	30 Sept – 13 Oct

**Tentative and subject to change due to unforeseen circumstances. The school will keep students and parents updated in advance on any changes.*

- 4 It is compulsory that students sit for all scheduled WAs. As required for all assessments, students who are absent for any WA and EYE paper would need to submit an original and valid medical certificate from a medical practitioner registered under the Medical Registration Act or the Dental Registration Act upon their return to school. Students who miss any WA, MYE or EYE paper and do not have a valid medical certificate will be awarded a zero mark for the paper they missed.
- 5 WA1 will be held from **15 February (Tue) to 24 February (Thu)**. Scheduled papers for WA1 will start at 7.45 am. Students who are late for school and have to start the paper late would not be given any extra time. After the WA scheduled for the day, students would resume normal lessons according to their timetables.

- 6 Please find attached in Annex A the schedule as well as the topics/areas that would be assessed for WA1. Your child/ward has been given a copy of the WA1 schedule on 24 Jan (Mon) by his/her Form Teacher.
- 7 The Rules and Regulations for School Tests and Examinations is attached in Annex B for your reference and information.
- 8 Please note that your child/ward should NOT come to school if he/she
- tests positive for Antigen Rapid Test (ART) [see a doctor to get a medical certificate]
 - is unwell with flu-like symptoms [see a doctor to get a medical certificate]
 - is placed on Stay Home Notice (SHN) or under a Quarantine Order by MOH
- Students are to alert their Form Teachers in the above instances and the Form Teachers will guide and advise the students accordingly.
- 9 Should you have any further queries or require further clarifications, please do not hesitate to contact your child's/ward's Form Teacher or get in touch with the school via email at peicai_ss@moe.edu.sg.
- 10 Thank you for your continued support and I would like to take this opportunity to wish your child/ward all the best in the upcoming Weighted Assessment.

Yours sincerely



Mr Michael Muhunthan
Principal

Schedule and Topics/Areas Assessed for WA1**Secondary 3 Normal Technical**

Date & Day	Time	Duration	Subject	Topics/Areas assessed
Tuesday 15 Feb	0745 – 0835	50mins	English Language	Situational Writing - P1 Section B
Thursday 17 Feb	0745 – 0830	45mins	Mathematics	Chapter 1: Indices and Standard Form. Chapter 2: Map Scales
Friday 18 Feb	0745 – 0825	40mins	Science	Digestion Breathing
Monday 21 Feb	0745 – 0830	45mins	Nutrition & Food Science Design & Technology/	<u>NFS:</u> Sensory evaluation Carbohydrates Batters Cakes <u>D&T</u> Electronics
Tuesday 22 Feb	0745 – 0830	45mins	Computer Application	DOP: Document Processing (Practical)

Please note that for the following subjects, which adopt alternative assessment modes in line with the syllabus, WA1 would be conducted during the respective subject lessons during the WA1 period.

Subject	Type of assessment	Topics/Areas assessed
Mother Tongue	Written	Language and Comprehension
Art	Drawing	Self- Portraits

Rules and Regulations for School Examinations/ Weighted Assessment**Attire & Appearance**

1. All students must be in proper school attire with proper appearance as specified in the school rules and regulations.

Punctuality

2. Students who are late for any paper will report to the General Office before reporting to the respective venue.
3. No extra time will be given for late-comers.

Dishonesty

4. The school takes a serious view of any dishonesty, including the following:
 - i. has in his/ her possession any unauthorised devices capable of capturing, storing, displaying and/ or transmitting or receiving visual, audio or verbal information within the examination premises;
 - ii. has in his/ her possession any unauthorised reference material or notes;
 - iii. communicates or attempts to communicate with any other candidate/ unauthorised person during the examination or any other occasion when communication is prohibited;
 - iv. obtains or attempts to obtain or offers assistance on the examination material (e.g. copying) during the examinations;
 - v. commits or attempts any acts of dishonesty, or support such acts.
5. A student who commits or attempts any acts of dishonesty, or abetment of such acts would be awarded a zero mark for the paper.

Borrowing of Stationery

6. Students should bring their own stationery that they will need for the assessment papers. However, should they need assistance during the examination, they need to alert the invigilator.

Use of Washroom during Assessment

7. Students are encouraged to use the washroom before the start of the paper. They are not allowed to use the bathroom fifteen minutes after the start and before the end of the paper. Students are also discouraged to use the washroom in the midst of the examination so that they could fully utilise the time allocated for the paper.

Absence from Assessment

8. Attendance for all assessment is compulsory.
9. It is compulsory for students to sit for all components of subjects such as Oral, Listening Comprehension, Coursework, Practical and Written papers. Students will receive a zero mark for subjects if they do not turn up for one or more components and do not have a valid reason to support their absence.
10. Students who are absent for any paper are required to submit an original and valid **Medical Certificate** to their Form Teacher supporting their absence immediately upon their return to school, failing which, a zero mark will be awarded for the paper the student is absent from without any valid reason.
11. Students who are confirmed COVID-19 cases (currently quarantined in hospital or community isolation facilities) or who are on HQO/SHN/LOA/AA, medical leave or are unwell with fever or flu-like symptoms **should not come to school to sit** for any school-based assessment. Students are to inform their Form Teachers or any such circumstances and Form Teachers will advise the students accordingly.

At the start of and during the Assessment

12. Students are to carefully check that the paper for the correct subject and code has been distributed to them and that the number of printed pages is correct as stated in the question paper. Students taking SBB are to check that they have received the papers of the correct stream. Students need to alert the invigilator immediately should they think that there are errors in the papers distributed to them or if they have received the wrong question paper.