



27 June 2022

Dear Parents/Guardians,

Greetings and welcome to Term 3. We hope you and your loved ones are staying safe and healthy during this time. Please take note of the following important information:

1. **KEY EVENTS IN TERM 3**

Day / Date	Event	Remarks
Friday, 1 Jul	Meet-The-Parents Session	Students need not report to school for lessons on that day. You are strongly encouraged to attend the session with your child/ward to get an update on his/her progress in school. The form-teachers would be contacting you with regard to your scheduled appointment.
Monday, 4 Jul	Youth Day scheduled school holiday	All students need not report to school.
Monday, 11 Jul	Hari Raya Haji public holiday	All students need not report to school <i>We wish all Muslim staff and students Selamat Hari Raya Haji!</i>
Friday, 22 Jul	Home Based Learning Day	All students need not report to school.
Monday, 8 Aug	National Day School Celebrations	All students will be dismissed at <u>1030am</u> .
Tuesday, 9 Aug	National Day	All students need not report to school.
Wednesday, 10 Aug	Scheduled school holiday	
Friday, 26 Aug	Home Based Learning Day	All students need not report to school.
Thursday, 1 Sep	Teachers' Day School Celebrations	All students will be dismissed at <u>1030am</u> .
Friday, 2 Sep	Teachers' Day	All students need not report to school.

2. **NRIC REGISTRATION**

All students **born in 2007** will be eligible to register for their National Registration Identity Cards (NRIC). The NRIC registration exercise will be held in NorthLight School on **Tuesday, 26 July**.

Parents/Guardians **MUST pre-register** their child/ward online using the QR code below or using the following link: go.gov.sg/icreg



Parents/Guardians will be required to:

- Verify your child's particulars; (If you wish to add Chinese/Jawi/Tamil Characters, please include during the online submission under the 'Ethnic Name' field. If you do not include in your application, ICA will not be able to amend your application thereafter,
- Upload your child's photograph, and supporting documents (where applicable); and
- Please make online payment (go.gov.sg/icreg) for your child's NRIC prior to the school exercise (\$10 for Singapore Citizens / \$50 for Permanent Residents). ICA will not process your child's/ward's application if payment is not made.

ICA will conduct a biometrics enrolment for your child in NorthLight School in the morning of **26 July 2022**. To ensure that your child's biometrics are enrolled smoothly, **please complete the pre-registration online before 23 July 2022**.

3. ATTENDANCE AND PUNCTUALITY

A gentle reminder that for students to do well in NorthLight and in the future, there are two important aspects – their attendance and punctuality. We seek the cooperation of all parents/guardians to refrain from taking your child/ward out of school during term time. If your child/ward is sick, please ensure that your child/ward gets the required treatment from a doctor as soon as possible. A medical certificate or a parent/guardian's letter is needed to cover the child's absence from school.

4. MOBILE PHONE POLICY

The school educates our students to use their mobile phone wisely so as not to distract them from their learning in school. Your child/ward is required hand over his/her mobile phone to the form-teacher at the start of the day. The mobile device will be returned to them at the end of the day. For any emergencies, you may call our General Office at 69299290. We seek your cooperation in reminding your child/ward to abide by this rule. The school reserves the right to confiscate your child's/ward's mobile phone if your child/ward refuses to comply. Please refer to Annex A for the school's mobile phone policy.

5. LAST DAY OF SCHOOL

Last day of school for Term 3 will be on **Thursday, 1 September**. Students are to report back to school on **Monday, 12 September**.

We wish your child/ward another fruitful term ahead. Be safe and stay healthy.

Best Regards,

Mdm Sung Mee Har
Principal



NORTHLIGHT SCHOOL
STUDENT MOBILE PHONE POLICY
(with effect from 28 June 2022)

The school allows students to bring mobile phones to school. However, they will not be allowed to use the mobile phones during school curriculum time.

The school acknowledges that a mobile phone gives parents reassurance that they can contact their child, and their child can contact them, if they need to communicate with each other urgently. Parents are reminded that in cases of emergency, that the general office can be contacted at 69296290 to ensure your child is reached quickly and assisted in an appropriate way.

1. General Requirements

- 1.1 It is the responsibility of students who bring mobile phones to school to abide by the guidelines outlined in this document.
- 1.2 It is also the responsibility of students to exercise proper care of their mobile phones to prevent loss, damage and theft. While the school may investigate the theft of mobile phones, recovery is not often possible. Parents will be advised to make police report should the mobile phones not be recovered.

2. School Use

The school stipulates the following rules around the use of mobile phones during the school curriculum time:

- 2.1 Mobile phones should be switched off or set to silent mode from 7.45 a.m. when the students report to the school hall for assembly.
- 2.2 Mobile phones will be collected by Form-Teachers at the start of the first period and be kept in the classroom PLD cabinet. For Wednesdays, mobile phones will be collected in the hall if students are not returning to their classrooms after assembly.
- 2.3 Mobile phones will be returned to students by Form-Teachers upon school dismissal. On Thursdays, mobile phones will only be returned after CCA at 5.15pm.
- 2.4 If students fail to turn up in class upon school dismissal to collect their mobile phones, they will have to collect them from their Form-Teachers the next school day. The cut-off times for collection will be 3.00pm from Monday to Wednesday, 5.15pm on Thursdays and 12.45pm on Fridays.
- 2.5 For latecomers, the Pastoral Care Officer or Discipline Master will collect the mobile phones from students and return it after school curriculum time.

3. Consequences

- 3.1 Teachers have the right to confiscate the mobile phones from the students if they are seen having their mobile phones with them during school curriculum time.
- 3.2 Confiscated mobile phones will be handed over to the Discipline Master. Students may retrieve their mobile phones after school curriculum time. Those who commit the offence again will face more severe consequences.
- 3.3 Students who show defiance towards teachers and refuse to surrender their mobile phones during curriculum time will face disciplinary action as determined by the Discipline Committee. Parents will be notified.

4. Criminal offences related to the use of mobile phones

- 4.1 Students should not use their mobile phones to engage in personal attacks, harass another person, post private information or photos about another person using messages, photos, videos or objectionable images, and phone calls. Students using mobile phones to bully or harass another person will face disciplinary action as determined by the Discipline Committee.
- 4.2 Any student caught using a mobile phone to cheat in examinations or assessments will face disciplinary action as determined by the Discipline Committee.
- 4.3 For the purpose of investigation, the Discipline Committee may check and browse through the contents of the students' mobile phones. This is to ensure that they do not use their phones for illegal purposes.
- 4.4 It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, if action by the Discipline Committee is deemed ineffective or insufficient, the school may consider it appropriate to involve the police.