



# OUTRAM SECONDARY SCHOOL

3, York Hill, Singapore 168622 Tel: 6733 4077 Fax: 6235 2337

31 March 2020

## Home Based Learning on 2 April 2020

Dear parents/guardians,

In light of the developing COVID-19 situation in Singapore, we have put in place strict precautionary measures over the past two months to keep our school a safe environment for our students, and to allow our students to continue learning.

With the recent spike in imported cases and the tightening of nationwide safe distancing efforts, we are further enhancing precautionary measures by reducing transient congestion during school dismissal.

From April 2020, all MOE schools will implement one day of Home-Based Learning (HBL) a week. This will help us prepare for an extended period of HBL should the need arise, so that our students can continue with their learning. **Our school will be conducting HBL on Thursdays starting from 2 Apr 2020 (Thurs).** In the event that the day of HBL falls on a public holiday, your child will not need to make up for HBL on another day. Classroom lessons will still proceed as usual on the other days of the week.

Your child will be provided with instructions on how to access their HBL materials by his/her teachers. Please see "Instructions For Students during Home Based Learning" at the end of this notification. If your child requires additional support for HBL such as access to digital devices or internet connection, please alert his/her form teacher, who will be able to advise on alternative arrangements.

The learning activities will be designed to allow students to complete them independently. We encourage you to support your child by providing a conducive environment at home. You could do this by:

- Working out a daily schedule/routine with your child and guiding your child in setting goals and scheduling tasks. For further tips on guiding your child in setting goals, refer to the Resilience Boosters at <https://go.gov.sg/selresforparents>.
- Establishing an agreement with your child on managing screen time. We will assign a maximum of 2 hours of online learning every day. For further tips and guides on reinforcing your child's cyber wellness, please refer to: <https://ictconnection.moe.edu.sg/cyber-wellness/for-parents>.
- Encouraging your child to maintain an optimistic and positive outlook while accepting the changes and emotions that he/she has had to face as part of going through HBL.

On the day of HBL, please ensure that your child stays at home and continues to observe good hygiene practices such as washing their hands frequently with soap. If he/she feels unwell, please seek medical attention promptly and inform his/her form teacher if he/she displays any fever or flu-like symptoms.

Co-Curricular Activities will remain suspended for the rest of Term 2. External activities and those that involve mingling of students across schools – Learning Journeys, outdoor learning activities at the Outdoor Adventure Learning Centres and the National School Games – will also remain suspended for the rest of Term 2. The Singapore Youth Festival Arts Presentation will be cancelled.

MOE is monitoring the situation closely and we will update you should there be any changes to the precautionary measures that we are implementing. We urge parents to rely on official sources of information and not to circulate any unconfirmed information. If you have any further queries, please contact the Form Teachers.

Thank you

Mr Boo Hian Kok  
Principal

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### **Instructions For Students during Home Based Learning**

Follow the instructions in Student Learning Space (SLS) for your home based learning lessons.

The schedule for your lessons will follow your normal class timetable. However, you are not restricted by the order of your timetable lesson (you may attempt any subject or lesson assigned to you during the period).

Please access online lessons at

- URL: <https://vle.learning.moe.edu.sg/login>
- Username: [First 5 Character of your name (in Cap) and last 4 numbers and the alphabet of your NRIC number, e.g. MOHAM3456A]
- Password: XXXXYYYYZZZZ (at least 12 characters)
- Please contact your form teacher if you have lost your UserID or password.

Should you need assistance, please contact the relevant support helplines listed below:

#### **List of Support Helplines**

- (I) For **UserID or Password** issues, please contact your **Form Teacher** during working hours: 8.00 a.m. to 4.30 p.m. (Mon to Fri)
- (II) For **Subject related** matters, please contact your **Form Teacher and explain what are the difficulties that you are encountering**. Your Form teacher will coordinate and get back to you on how to resolve the issue.
- (III) For **general** matters, contact

#### **General Office**

Office: 6733 4077

Email: [oss@moe.edu.sg](mailto:oss@moe.edu.sg)

Working Hours: 8.00 a.m. to 5.00 p.m. (Mon to Fri)