



世界红卍字会新加坡总主会主办
THE WORLD RED SWASTIKA SOCIETY
(SINGAPORE ADMINISTRATION CENTRE)

卍慈学校 RED SWASTIKA SCHOOL

350 BEDOK NORTH AVE 3 SINGAPORE 469719
TEL: 64430380 FAX: 62448391 EMAIL: redswastika@moe.edu.sg

12 January 2018

Dear P3 to P5 Parents/Guardians,

Co-Curricular Activities (CCAs) 2018

Co-Curricular Activities (CCAs) are an integral part of a holistic education system. They are appropriate avenues and platforms for cultivating a spirit for excellence and team. We hope that every child, when given the opportunity to focus on his/her talent, will develop a thirst for excellence that drives him/her to peak performance.

Please note that your child/ward is strongly encouraged to continue with the selected CCA throughout his/her education in the school. In his/her duration at Red Swastika School, he/she **may only exercise change of CCA once**. This is to encourage development of skill set over a period of 5 years, as one or two years are insufficient for students to fully actualise their potential.

The list of CCAs indicating the level of commitment and recruitment information is as attached. Should your child wish to sign up for a CCA in round 1 and 2, please log in to **Marshall Cavendish (MC) Online** (<http://www.mconline.sg>). Kindly refer to the Step-by-Step guide for details.

Students with Intention to Change CCA

Students with the intention to change CCA must submit a letter of resignation to the current CCA teacher via email or hardcopy **by 26 January 2018, Friday**. Please note that, if your child has already exercised the **change of CCA**, he/she will not be able to do so (as mentioned in paragraph 2 above) unless due to medical or other special reasons.

Criteria for 2nd CCA

Criteria

- Students may apply for a 2nd CCA provided that the current CCA day **does not coincide** with the 2nd CCA day.
- Students are expected to be fully committed to both CCAs.

Combinations Available:

CCA 1	CCA 2
Performing Arts	Club
Performing Arts	UG
Club	UG
Club	Club

CCA Application Process

Round	Duration	Eligibility	Other Details
Round 1	16 to 23 Jan (refer to school website for vacancy availability)	<ul style="list-style-type: none">Students with no CCAs as of 12 Jan 2018 (Includes resignation accepted on or before 12 Jan 2018)	<ul style="list-style-type: none">Apply via MC OnlineOutcome notification will be via SNAC to parents by 2 February 2018
Round 2	6 to 13 Feb (refer to school website for vacancy availability)	<ul style="list-style-type: none">Unsuccessful applicants from Round 1Missed Round 1Currently in a CCA and wish to apply for 2nd CCA	<ul style="list-style-type: none">Apply via MC OnlineOutcome notification will be via SNAC to parents by 20 February 2018
Final	1 to 9 Mar (No further application after 9 March)	<ul style="list-style-type: none">All other students who may have missed Round 1 & 2	Apply via email to School Programme Executive, raihana_anuar_basah@moe.edu.sg

CCA Recruitment Exercise 2018 **will close on 9 March 2018**. There will be no further application after the closing date. Please note that the CCA allocated will be rolled over automatically at the end of each academic year. There will not be a re-selection of CCA at the end of each academic year. CCA will commence in **Term 2** for those involved in the CCA Recruitment Exercise 2018.

For further clarifications, please contact Mdm Yasmin, HOD PE/CCA/Aesthetics at seah_sher_li@moe.edu.sg or at 64430380.

Yours truly,


Mrs Jenny Leong
Principal

Step-by-Step CCA Online Guide Generic

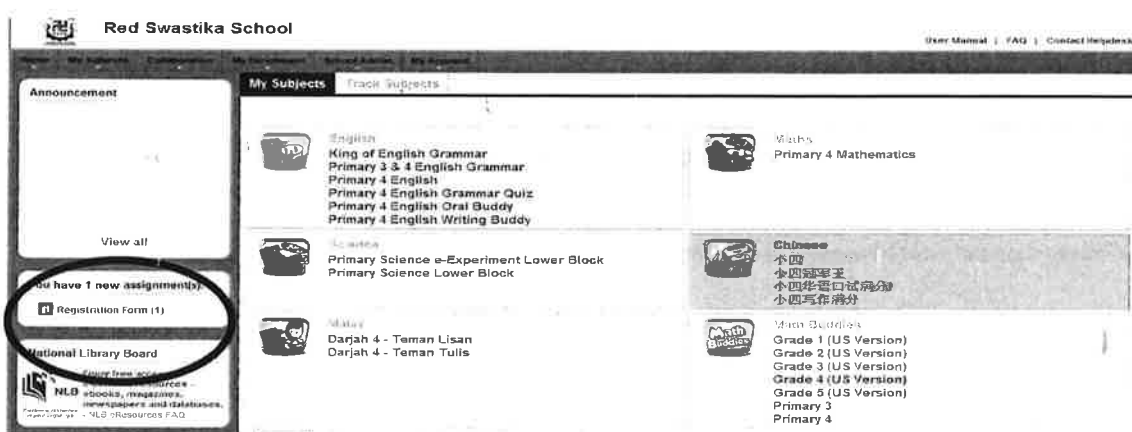
Step 1: On the Home Page (<http://www.mconline.sg>), login as shown below.



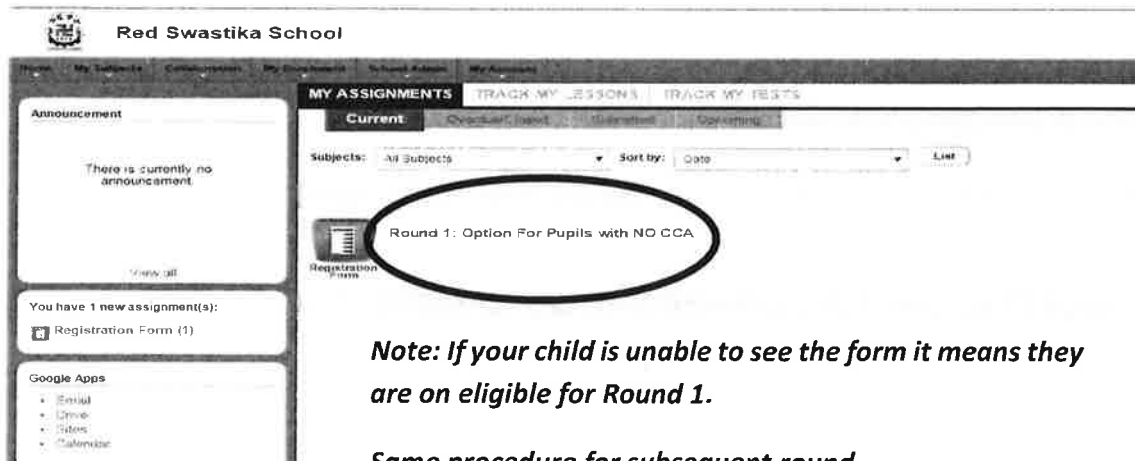
Key in child's NRIC
(under login)

Key in your
child's password

Step 2: Under "New Assignment(s)" click on "Registration Form"



Step 3: Click "Option For Pupils"



Note: If your child is unable to see the form it means they are on eligible for Round 1.

Same procedure for subsequent round.

Step 4: Enter required information according to empty cells & remember to click on "Submit"

Your child's teacher can assist in resetting of password (on weekdays) or you can contact helpdesk.

CCAs CONDUCTED IN THE AFTERNOON FOR 2018

SPORTS AND GAMES

CCA	VACANCY AVAILABLE	TEAM / GROUP	DAY OF PRACTICE	TIME OF PRACTICE	OVERALL TEACHERS-IN-CHARGE
ATHLETICS	P3 & P4 GIRLS ONLY	All	Tuesday & Thursday	2.00p.m. – 4.45 pm	*Mr Mike Kho *Mr Jonathan Chin
		Throwers	Tuesday & Thursday	1.30pm – 2.30 pm	
		Selected	Friday	3.30pm – 5.30 pm	
BADMINTON	P3 - P5 GIRLS ONLY	All	Tuesday & Thursday	2.00p.m. – 5.00p.m.	* Mdm Eliza Yang *Mr Ong Chong Cheng
TENPIN BOWLING	P3 – P5 GIRLS ONLY	All	Tuesday & Thursday	2.00p.m. – 5.00 pm	*Mr Kwa Kay Hock *Mdm Rebecca Wong
		Squad A	Friday	3.00p.m. – 5.30 pm	
TABLE TENNIS	P4 & P5 GIRLS ONLY	Group B	Tuesday & Thursday	2.00p.m. – 5.30 p.m	*Mr Xie Tianyi *Mr Jasper Ang
		Group A		2.00p.m. – 5.30p.m.	
WUSHU	P3 - P5 BOYS & GIRLS	All	Tuesday & Thursday	2.00p.m. – 5.00pm	*Ms Lee Jay Gee

PERFORMING ARTS

CCA	VACANCY AVAILABLE	TEAM / GROUP	DAY OF PRACTICE	TIME OF PRACTICE	OVERALL TEACHERS-IN-CHARGE
INTERNATIONAL DANCE	P3 - P5 GIRLS ONLY	All	Tuesday	2.00p.m. – 5.00p.m.	*Mrs Poon Wai Kuan
CHINESE DANCE	P3 - P5 GIRLS ONLY	All	Thursday	2.00p.m. – 5.00 pm	*Mdm Teo Xin Wei
CHINESE ORCHESTRA	P3 - P5 BOYS & GIRLS	Woodwind	Tuesday	2.00p.m – 4.00pm	*Mrs Chua Hui Xin
		Cello & Bass	Tuesday	2.00p.m – 4.00pm	
		Percussion & Yangqin	Tuesday	2.00p.m – 4.00pm	
		Ruan & Liuqin/Suona & Sheng	Tuesday	2.00p.m – 4.00pm	
		Erhu	Tuesday	2.00p.m – 4.00pm	
		Combined Practice	Thursday	2.00p.m. - 5.00p.m.	
*GUZHENG	P3 - P5 BOYS & GIRLS	Selected group of students on respective days	Tuesday	2.00p.m. – 4.00pm	*Ms Lim Ee Min
			Thursday		

CLUBS AND SOCIETIES

CCA	VACANCY AVAILABLE	TEAM / GROUP	DAY OF PRACTICE	TIME OF PRACTICE	OVERALL TEACHERS-IN-CHARGE
ART CLUB	P3 - P5 BOYS & GIRLS	All	Tuesday	2.00p.m. – 4.00pm	*Ms Tan Kai Lin
CHINESE SPEECH AND DRAMA CLUB	P3 - P5 BOYS & GIRLS	All	Tuesday	2.00p.m. – 4.00pm	*Mdm Xu Li
SCIENCE & MATHEMATICS CLUB	P3 - P5 BOYS & GIRLS	All	Thursday	2.00p.m. – 4.00pm	*Ms Josephine Wong
ROBOTICS CLUB	P3 - P5 BOYS & GIRLS (Selection will be conducted)	Group A	Tuesday	2.00p.m. – 4.00pm	*Ms Pear Siew Hoon *Mdm Roziana
		Group B	Thursday		

As at 12 Jan 2018

UNIFORM GROUPS

CCA	VACANCY AVAILABLE	TEAM / GROUP	DAY OF PRACTICE	TIME OF PRACTICE	OVERALL TEACHERS-IN-CHARGE
BROWNIES	P3 - P5 GIRLS	All	Thursday	2.00p.m. – 4.00pm	* Ms Shiao Choy Peng
CUB SCOUTS	P3 - P5 BOYS	All	Thursday	2.00p.m. – 5.00p.m.	*Mr Lee Wei Loong