



**COMMONWEALTH SECONDARY SCHOOL**  
**Nurturing Champions of Today and Leaders of Tomorrow**

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21 December 2017

Dear Parents and Guardians,

**RE: 2017 SEC 1 POSTING AND REGISTRATION EXERCISE**

Congratulations on your child/ward's successful posting to Commonwealth Secondary School. We look forward to welcoming you into our Commonwealthian family.

2. The Secondary One Registration Exercise will be held on the morning of 22 December 2017 (Friday), beginning at 8.30am.
3. Please bring along originals of the following documents for the Registration Exercise:
  - i. Child/Ward's EZ-Link Card;
  - ii. PSLE Results Slip;
  - iii. Letter on Higher Mother Tongue/3<sup>rd</sup> Language (if applicable)
4. Upon your arrival, please proceed to the school canteen for registration. At the designated registration counters, you will be issued with Secondary One Registration Package.
5. After collecting the Registration Package, please proceed to the School Hall (2nd floor).

<b>Time</b>	<b>Parents/Guardians &amp; Students</b>
8 30 a.m. – 8 50 a.m.	<ul style="list-style-type: none"><li>• Secondary 1 Students to report at Commonwealth Secondary School for Registration</li></ul>
8 50 a.m. – 9 45 a.m.	<ul style="list-style-type: none"><li>• Principal's Address</li><li>• Vice Principal, Mr Tan Tai Huat's Address<ol style="list-style-type: none"><li>i) Introduction of Key Personnel</li><li>ii) Contents of Registration folder</li><li>iii) School Safety and Discipline</li><li>iv) Sec 1 Orientation and Leadership Camp</li></ol></li><li>• Vice Principal, Mr Tan Boon Piang's Address<ol style="list-style-type: none"><li>i) Mother Tongue Language Policies</li><li>ii) Subject Based Banding (SBB)</li></ol></li></ul>
9 45 a.m. – 5 30 p.m.	<ul style="list-style-type: none"><li>• Parents/Guardian and students to purchase Books, Uniforms and PE Attire</li></ul>

6. Please note that all payment for books, uniforms and PE attire on 22<sup>nd</sup> Dec can be made via cash or Nets only. Books purchase can be done online as well. If you prefer not to purchase these items on 22<sup>nd</sup> Dec 2017, they will be available for purchase at the following times in December:

<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Type</b>
Friday	22 <sup>nd</sup> Dec 2017	9 a.m. – 3 p.m.	Walk-in Customers
Tuesday	26 <sup>th</sup> Dec 2017	9 a.m. – 3 p.m.	Walk-in Customers
Wednesday	27 <sup>th</sup> Dec 2017	9 a.m. – 3 p.m.	Walk-in Customers
Thursday	28 <sup>th</sup> Dec 2017	9 a.m. – 3 p.m.	Walk-in Customers
Friday	29 <sup>th</sup> Dec 2017	9 a.m. – 3 p.m.	Walk-in Customers

7. Finally, please note that the first day of school is 2 January 2018 (Tuesday). All Secondary One students are to report at 7.30 a.m. in full School Uniform in the school hall.

We look forward to seeing you soon.

Mr Ng Boon Kiat  
Principal  
Commonwealth Secondary School