

Our School Attire

- All students are expected to be in our prescribed **school uniform and school shoes** whenever they are in the school premises during term time, unless otherwise informed by the authorised school personnel. On Saturdays and during School Holidays, they are allowed to be in half-uniform (i.e. GSS PRIDE / House T-shirt, school skirts/short & long pants and school shoes).
- **Slippers and sandals are strictly not allowed for safety reasons.**
- Students are to change into our PE attire just before the PE lesson. If the PE lesson is before recess, they are to change into their school uniform by the end of their recess.
- **Jewellery and accessories are strictly not allowed to be worn by both male and female students.**
- Students are expected to abide by all the expectations as long as they are donning any school attire **regardless** of whether they are inside or outside the school premises.

Please note: Students are to wear the prescribed school uniforms. Modifications to the uniforms are not allowed.

OUR PRESCRIBED SCHOOL UNIFORM

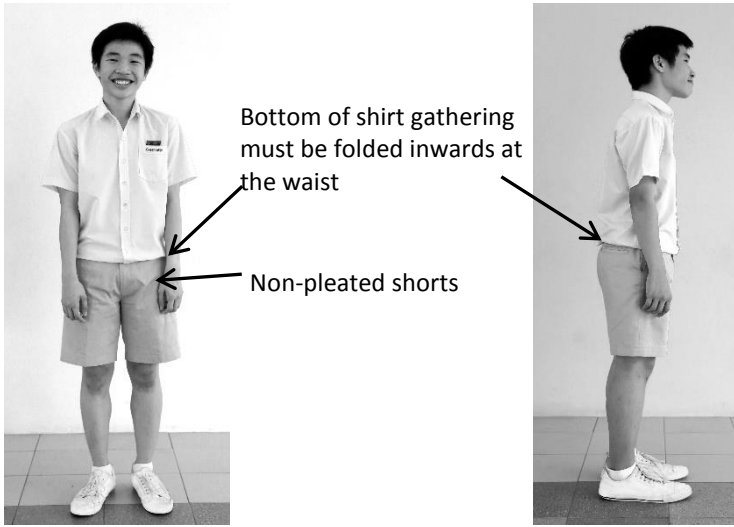
Our Blouse / Shirt:	Straw yellow in colour with short sleeves. The bottom gathering of the blouse/shirt must be folded inwards at the waist.
Our Skirt: (For female students only)	Light brown in colour. Front and back: 1 box pleat and 1 knife-pleat and 1 side-pocket only Strictly A-line and knee length skirt is allowed only.
Our Shorts/Trousers: (For male students only)	Light brown No pleats, 1 pocket at the rear and 2 side-pockets only.
Our PE Attire	GSS PRIDE or House T-shirts and the prescribed PE bermuda-length shorts

Consequences for non-compliance of school attire:

If students fail to comply, they will be suspended from school until their attire is altered to what is prescribed and approved.

For Male Students

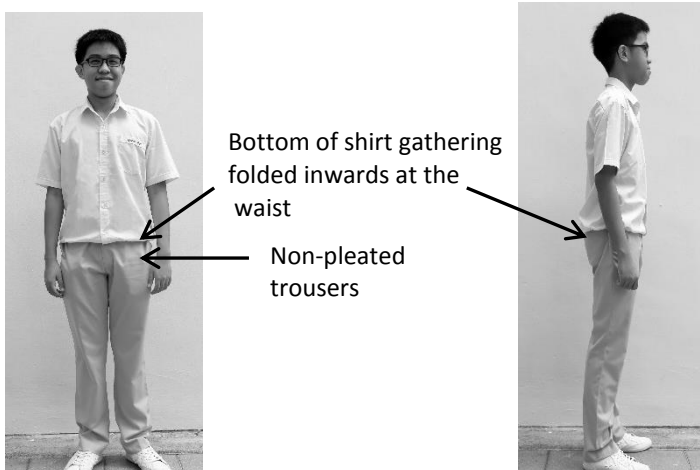
(A) For Lower Secondary Male Students



Front View

Side View

(B) For Upper Secondary Male Students

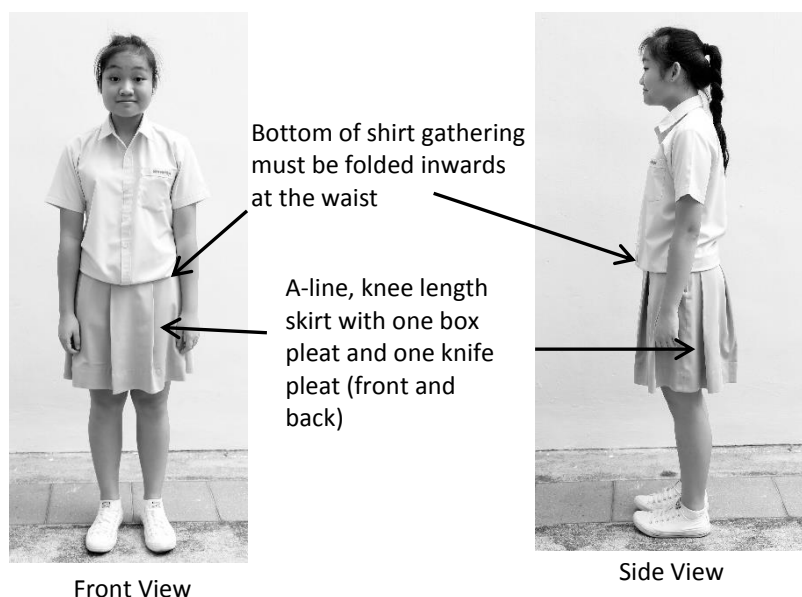


Front View

Side View

For Female Students

(c) For Both Lower and Upper Secondary Female Students



HAIRSTYLES AND EXPECTED PERSONAL GROOMING

All students must have a neat and simple hairstyle. Every student must ensure his/her personal hygiene and is appropriately groomed at all times. In line with this intent, every student adheres to the following rules pertaining to hairstyles and personal grooming:

- Hair product is only allowed if it is used to keep **short** hair neat. In other words, the length of the student's hair must not touch the eyebrow, ears and shirt collar when it is dry and not gelled.
- Outlandish and/or asymmetrical hairstyles are strictly not allowed.
- Any form of make-up or cosmetics is not allowed.
- Finger nails must be kept clean, neat and short at all times. (Students are not allowed to varnish their finger and/or toe nails.)
- Body piercings, henna paintings and/or tattoos of any form are not allowed.
- Pupil-enlarging, coloured or other types of inappropriate contact lenses are not allowed.

As A Male Student:

- He is not allowed to shave his head (showing his scalp) in any way.
- Hair must be short and neatly combed. Hair must not reach the eyebrows, ears and/or the shirt collar.
- Hair lines should be gently sloped at the sides and back to reach the neck.
- Hair must not be permed, coloured and/or tinted.
- Sideburns should not extend beyond the middle of the external ears.
- He must be clean shaven. Facial hair (e.g. moustache and beard) is strictly not allowed.
- Ear studs, earrings or ear sticks are not allowed.

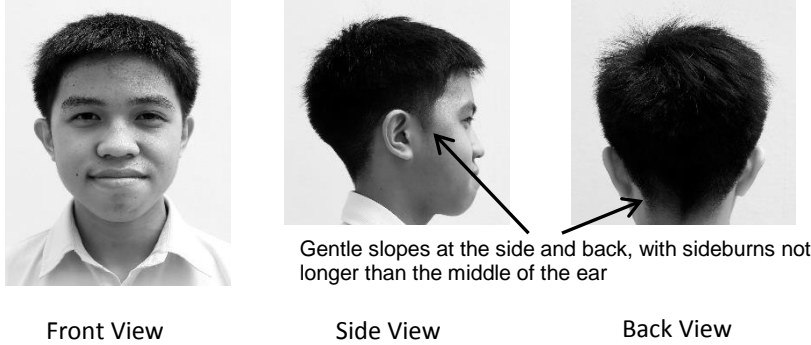
As A Female Student:

- She is not allowed to shave her head (showing her scalp) in any way.
- Short hairstyles must be neatly combed.
- Long hair must be neatly tied up or braided once it reaches the shoulders. (Hair lengths that go beyond the shoulder must be neatly braided or tied up neatly in a bun.)
- Hair must not be permed, coloured and/or tinted.
- Fringe over the forehead must not reach the eyebrows.
- Side (whispy) fringes are not allowed. Fringes have to be pinned up keeping the face clear and visibly neat.
- She is allowed only one ear stud, earring or ear stick on each ear lobe. (The dimensions of the ear stud or earring must not be more than 0.3 cm in diameter and not more than 0.5 cm below the lower tip of the ear)

- lobe. Ear studs, rings and sticks should be modest, i.e. transparent/silver/black/gold in colour.)
- Waistbands of skirts are not allowed to be rolled up.

Approved Hairstyles For A Male Student:

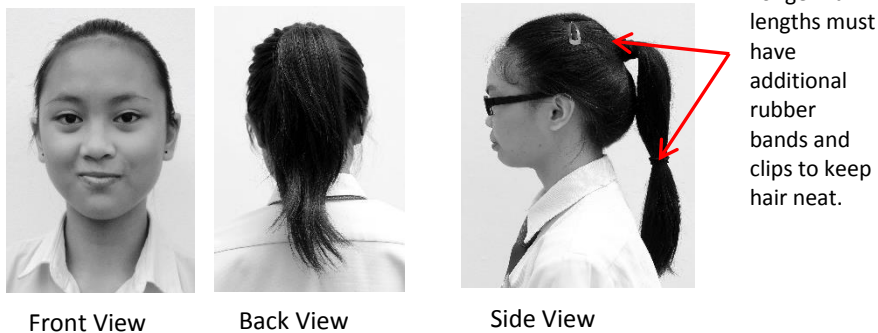
His hair must be short and neat, without reaching the eyebrows, ears or his shirt collar.



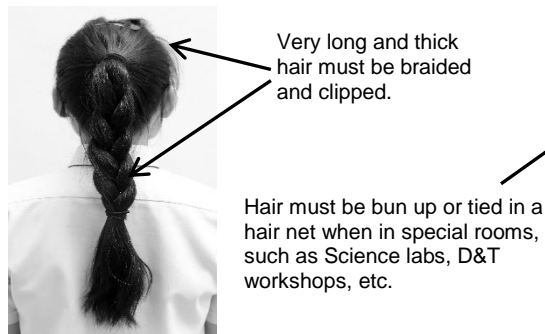
Approved Long Hairstyles For A Female Student:

Long hair must be neatly tied up or braided as long as she is in the school uniform. This is to ensure safety in the Science laboratories, Food laboratories and D&T workshops.

(A) Standard Ponytail



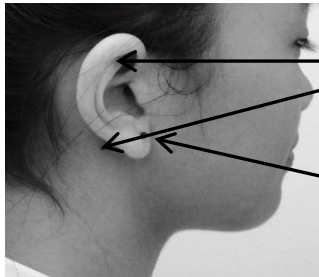
(B) Braided



(C) Bun



Approved Earrings (For Female Students Only)



No piercings are allowed on any other part of the ear.

Only one ear stud, earring or ear stick is allowed on each ear lobe. Not larger than 0.3 cm in diameter.

OUR APPROVED FOOTWEAR

- Only white canvas or track shoes are allowed. Leather shoes, high-cut shoes, slippers or sandals are all not allowed. There must be doctor's certification in all exceptional cases.
- Sports shoes can only be worn on special occasions e.g. Sports Carnival, sports competitions and/or with approval from the school authorities.
- All students are not allowed to design or make any markings on their school shoes.
- Shoes and shoe laces must be white.
- Shoes with loops must be completely laced.
- Only official school socks or plain white socks are allowed.
- Socks must be clearly visible above the highest point of the shoe.
- Branded, coloured, and sports socks are not allowed.



Socks must be clearly visible above the highest point of the shoe.

MOBILE PHONES & ELECTRONIC DEVICES

- During curriculum hours, all students are NOT allowed to use their mobile phone and/or any other electronic devices, as every student is expected to be attentive in order to learn effectively. During recess, the student may be allowed to use his/her mobile phone ONLY in the school canteen, and not anywhere else in the school. After curriculum hours, the student must use his/her mobile phone in a responsible and considerate manner.

OTHER POINTS TO NOTE

- Every student is not allowed to bring any electronic gadgets that are deemed to distract his/her and/or other students' learning.
- All card and board games that are not used for teaching and learning purposes are not allowed within the school compound at all times.
- Every student must be responsible for his/her own belongings. (The School will not be held responsible for loss of any personal items. e.g. mobile phones, electronic gadgets, etc.)
- Long combs and over-sized wallets which protrude from the rear or side pockets of the trousers/skirts are not allowed.
- All students are not allowed to bring expensive items to the school. The students should only be provided with what they need and we strongly discourage any display of personal wealth in the school premises. The School will not be held responsible for the loss of any such items.

Please Note: All students are not allowed to have in their possession any weapon. They are also not allowed to bring any weapon-like item which is used or intended to be used to cause harm to others.

SCHOOL ASSEMBLY

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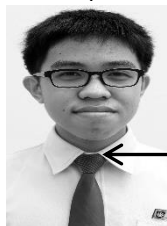
At The Flag Raising Ceremony

- Every student must ensure that s/he records her/his school attendance on a daily basis with her/his form teacher(s) in the school. When a student is late, s/he must report to the General Office BEFORE proceeding for class, failing which s/he will be marked "Absent".
- Every student must attend the morning assembly in our hall/parade ground punctually every day. The morning assembly is part of the school curriculum. Every student will assemble quickly and quietly with her/his class in the school hall/parade ground for the daily flag-raising ceremony.
- A student will be considered late for school if s/he is not seated with her/his class by the stipulated time.
- Every student will queue in a straight line according to the index number in the attendance register for the morning assembly.
- Every student must listen attentively when announcements are made.
- All students will proceed to their class in neat rows in an orderly and quiet manner according to designated routes after assembly.
- If a student reports to school after the flag-raising ceremony, s/he must report at the General Office to obtain a pink slip before being given permission to enter her/his class.

Please Note: Students who are Singapore Citizens must sing the national anthem and take the Pledge. Students will recite the Pledge with their right fist placed over the heart.

During Our Fortnightly Assembly

- Every student must participate in the fortnightly assembly.
- Every student must wear the school tie neatly with the top button of the shirt buttoned up and proceed to the hall in a quiet and orderly manner.



The top button must be buttoned up and school tie must not hang loosely.

- Every student must queue according to her/his index number stated in the class attendance register.
- Every student will observe silence while waiting to sing the school song and will stand in attention and sing the school song audibly with pride.
- Every student must be attentive and not talk to others during assembly.
- Every student is expected to respect the speaker or presenters by being a good member of the audience.

ENSURING CLEANLINESS IN SCHOOL

- Every student must always be neatly groomed and attired throughout the day.
- Every student must remember that it is her/his duty to keep the school clean and tidy at all times.
- Every student must ensure that s/he does not litter in the school premises and will help to pick up and discard any litter into the bins provided around the school premises.
- Every student must keep the desks, chairs and the walls of all classrooms and learning spaces clean and tidy.
- Every student will use the school amenities and properties responsibly and will return them after use in a good condition.
- Every student will ensure that the classroom and learning spaces have clean and litter-free floor, furniture and clean windows and whiteboard.
- Every student will be rostered for class duties and hence will ensure that the floor and all other areas in the classroom is swept and kept clean and tidy throughout the day. The classroom's waste paper basket will be emptied at the central bins provided at the end of each level of the school blocks regularly.
- Should there be any fault/defect within the school premise, every student will do her/his part and report this to the General Office staff.
- Every student will ensure that the school toilets are kept clean and dry. Every student will ensure that s/he

flushes the toilet after use.

- Every student will keep the wash basin and the surrounding areas clean and dry after use.

IN OUR CANTEEN

- Every student will queue in an orderly manner to buy her/his own food and drinks during recess.
- Every student will consume food and drinks only in the canteen. No food and drinks is allowed to be consumed out of the canteen.
- Every student will display good table manners by not throwing food scraps on the table or the floor.
- Every student will throw remnants of food, plastic-wrappers, pieces of paper and empty drink packets into the bins provided.
- Every student will return all utensils, crockery, empty bottles and cups to the receptacles provided by the vendors.
- Every student will not purchase any food or drinks during curriculum hours.
- Every student will only use her/his mobile phone in the school canteen during her/his recess or after school and **not anywhere else** in the school premises.

NEED PERMISSION TO LEAVE SCHOOL EARLY

- Every student is not permitted to leave the school early unless s/he has the written permission from the Principal/Vice-Principal/Head of Department. The student's parents/guardians must inform the General Office staff before they pick the student up.
- If any student is unable to attend any enrichment programme, s/he must obtain permission from the teacher-in-charge and follow up with a parent's /guardian's letter to explain her/his absence.

STUDENT MOVEMENT

- Every student is expected to be punctual in attending all of her/his classes, CCA and other school activities.
- Every student must queue with her/his class before moving off together in an orderly manner to the special rooms for lessons when expected of them.
- Every student must observe and maintain silence at all times.
- For security reasons, every student must leave the school premises by 6.30 p.m. daily on weekdays and by 12 noon on Saturdays.
- Every student must submit consent/information forms duly signed by her/his parent/guardian before s/he participates in any school-organised activities.
- Every student must keep her/his parents informed if s/he is required to remain in school after the daily dismissal time.

SCHOOL ATTENDANCE

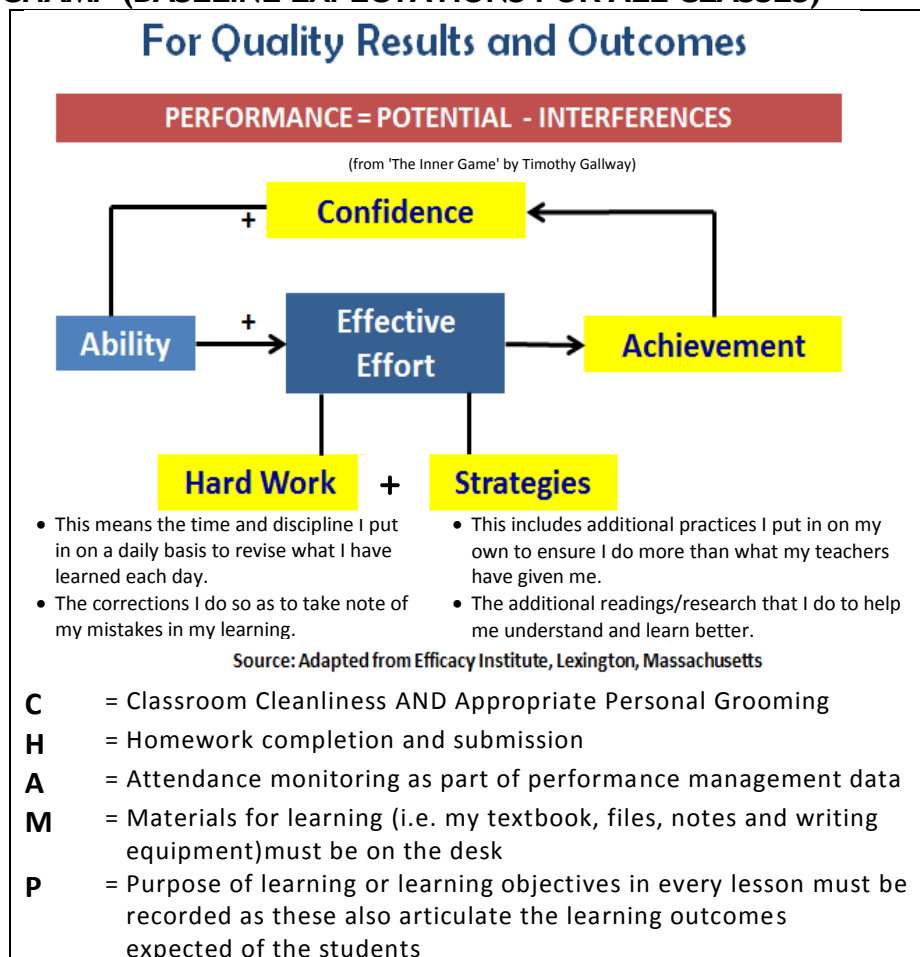
- Every student must attend school every day so as to learn. The student will keep the School informed if s/he has any medical condition and s/he must submit valid medical documents to the School immediately.
- Every student who was absent from school must produce a medical certificate to her/his form teacher(s) when s/he reports to school when s/he has recovered.
- Only **four** parents' letters are allowed per academic year and the student will be marked "Absent without valid reasons" and face the consequences meted out by the school for any subsequent parents' letters produced. It is the student's responsibility to attend school at all times when required of her/him.
- The student must inform the School by 7.30 a.m. if s/he is going to be absent for that day.
- The student must accept the decision made by the Student Management Committee on the form of punishment, including suspension, for absence without valid reasons.
- No student is allowed to apply for leave of absence for whatever reason(s) during the school terms.

CLASS RULES

- The student must remain seated in class according to the seating plan decided by the form and/or subject teacher(s).
- The student must abide by the agreed class rules and expectations always. The Class Chairperson will lead the class in greeting and thanking their teacher when the teacher enters and leaves the class.
- No student is allowed to write on the whiteboard unless authorised to do so. As noticeboards are used for communication purposes only.
- Every student is expected to remain engaged and attentive during all lessons.

- Every student must ensure that a conducive learning environment is maintained for learning during all lessons.
- No student is allowed to leave the class during the first period of the day, the period before and after recess as well as during the last period of each day unless s/he has a very valid reason to do so with the permission given by the teacher.
- Every student is expected to seek permission from the teacher to leave the class and obtain the “EXIT PASS”, BEFORE s/he is allowed to leave the class.
- Every student is expected to queue outside the classroom and move together as a class in a quiet and orderly manner from one venue to another so as not to disrupt other classes along the way.
- Every student must ensure that the classroom lights and fans are switched off and that their Class Chairperson / Safety Monitor locks up the classroom BEFORE leaving the classroom.
- Every student is expected to perform her/his class duties responsibly as drawn up by the Class Committee.
- It is every student’s responsibility to maintain cleanliness and order in the classroom.
- No student is allowed to consume any food or drinks (except clear water) in the classroom.
- No student is allowed to remain in the classroom during recess and after dismissal time unless accompanied by a teacher.
- Every student must ensure that all furniture in the classroom is properly arranged at all times.
- The Class Chairperson / Safety Monitor is to ensure that the classroom is locked during recess and after dismissal time.

CHAMP (BASELINE EXPECTATIONS FOR ALL CLASSES)



C = Classroom Cleanliness AND Appropriate Personal Grooming

- Every student must perform her/his daily classroom duties responsibly so as to ensure that the classroom is neat and clean before any teacher starts a lesson. Uncooperative students must be recorded for follow-up actions to be taken by the Class Chairperson.
- Every student must be properly attired and neatly groomed for every lesson. Irrelevant items will be confiscated immediately.
- There must be a sense of neatness and tidiness in the class. The classroom must be litter free and all noticeboard materials are learning materials neatly pinned up always.

Checklist for Classroom Cleanliness / Personal Grooming

- ✓ The floor of the classroom must be free of litter.
- ✓ The learning materials put on the walls or notice boards of the classrooms must be neatly pinned. Flapping or outdated materials must be discarded.
- ✓ All bags and students' belongings must be kept neatly next to the seat of each student.
- ✓ Teacher's table must be clean and tidy. No materials should be left on the teacher's table.
- ✓ Class cabinets must be used to store relevant learning materials and not students' personal belongings. These will be cleaned up twice a year - once before the Mid-Year Examination and the other before the End-of-Year or Preliminary Examination.
- ✓ All whiteboards must be cleaned before the next subject teacher comes into class.
- ✓ All students' shirt buttons must be buttoned up.
- ✓ All students must wear white socks and white shoes.
- ✓ All female students are allowed to have only one stud, earring or ear stick per ear lobe. All extra ear studs and colourful ear sticks will be confiscated immediately. The ear studs must not be larger than 0.3 cm in diameter. Earrings must not be more than 0.8 cm in diameter. All earrings or ear studs must be transparent, gold, silver or black in colour.
- ✓ Male students are not allowed to have ear sticks, earrings or ear studs. All these will be confiscated immediately.
- ✓ All female students are not allowed to wear any make-up or nail polishes.
- ✓ All female students' skirts are not allowed to be rolled up and/or are they allowed to correct the skirt length (i.e. the approved skirt length is that the skirt must touch the knee caps of the student when she is standing straight in attention).
- ✓ Male students with tapered pants will be suspended immediately from school till the approved school pants is worn by the male student as no alterations are allowed to the approved school uniform.

H = Homework Completion and Submission

- Every subject's homework worksheet is meant to be completed in 15 to 30 minutes (unless otherwise stated). It is thus crucial that I monitor myself in the completion of every worksheet at home so as to remain effectively on task.
- Every class must have subject representatives to collect homework.
- All homework submission must be recorded and dated against the class lists. Immediate follow-up actions will be taken against students who fail to submit the homework.
- A student may be asked to move to the side of the classroom and tasked to complete her/his incomplete homework.

Checklist for Homework Submission

- ✓ The homework record class list will be issued to the subject representative to record the date of submission of each student in the class upon collection of the homework. Every student must ensure that s/he submits her/his homework responsibly and ensure that the subject representative took note of the submission in the class list.
- ✓ For students who have not submitted the homework, the subject representative is to highlight the cell or circle with a red-inked pen to indicate no submission. The number of students who have submitted their homework will be tallied at the end of each column.
- ✓ The subject representative should count the number of homework collected and confirm that the number tallies with the number recorded for the number of homework collected.

- ✓ Every student must note that consequences will be meted out on students who have failed to do the homework. If a student fails to submit her/his homework, s/he will have to stay back after-school hours to complete the homework so as not to delay the class from learning. If the number of students who failed to complete homework is large, the whole class will be asked to use the curriculum period to complete the homework within a stipulated time monitored by the subject teacher. The class will be given demerit points and will have to attend a make-up session on another stipulated time by the subject teacher.
- ✓ The number of submitted homework will be tallied again before marking as the homework will be computed as part of assessment for learning.
- ✓ If there is a worrying pattern by any particular student(s) or group of students, the parents/guardians of such students will be informed.
- ✓ If the situation still does not improve, arrangements will be made to meet both the parents/guardians and the child concerned for a face-to-face meeting.

A = Attendance Monitoring

- Every student must ensure that s/he will keep her/himself well and attend all her/his classes punctually and will be actively participating in the classes so as to ensure that s/he learns the knowledge and skills which is expected of her/him to achieve for every lesson.
- The attendance of every student in the class will be accounted as it has serious impact on the student learning.
- The reason for absence or latecoming of any student who is absent or late for class must be recorded in the Pupil Attendance Register (PAR).

Checklist for Attendance Monitoring

- ✓ The attendance of the class will be taken at the beginning of every lesson. Every student will ensure that s/he is punctual and attentive for all classes.
- ✓ If any student should be late for any class, the reason for absence or for coming in late for class will be communicated to the teacher and the class chairperson before the lesson commences.
- ✓ All reasons for absence and latecoming must be recorded in the Pupil Attendance Register (PAR).
- ✓ Attendance for the lesson must be tallied at the end of each column for every lesson.
- ✓ The pattern of absence and/or latecoming of the students will be monitored. Should there be a worrying trend, there will then be a follow up with the parents/guardians of the students concerned.
- ✓ Such students will subsequently be tracked for a period of time.

M = Materials on the Desk

- Every student must have all the necessary learning materials ready for every lesson on her/his desk.
- The textbook, printed notes, worksheets, files and writing equipment MUST be on the desk for every lesson so that s/he can learn effectively in all lessons.
- Any other materials instructed by the teacher must also be brought and placed on the desk as an indication of the student's readiness to learn.

Checklist for Materials on the Students' Desks

- ✓ Every student must have the relevant learning materials on her/his desk at all times during all classes:-
 - the textbook, the subject file of notes and worksheets, the writing equipment and any other equipment e.g. calculator, geometrical set, graph paper or art materials, etc.
- ✓ Every student must ensure that s/he has her/his completed homework in the subject file and submit it to the teacher for marking.

P = Purpose of Learning in the Lesson

- The purpose or objectives of learning for every lesson will be written on the class whiteboard. These will be repeated through the lesson as the lesson objectives serve as a navigation guide for the lesson.

Checklist for Purpose of Learning in the Lesson

- ✓ The subject teacher will decide on the purpose or objectives of learning for each lesson. Every student must record these objectives in her/his notes so that s/he can revise and ensure that s/he can learn the knowledge and acquire the required skills for every lesson.

- ✓ The learning objectives will be listed right at the start of every lesson. This is an established routine. Every student will take note of the knowledge and skills required from each learning objective listed for her/his learning in every lesson.
- ✓ There will be a constant reference made to the listed objectives of the lesson throughout the lesson to ensure that the objectives are achieved.
- ✓ The lesson will be summarised with reference to the learning objectives. This is to help the students realise that if they had followed the lesson, they would have achieved the learning objectives as well and will thus be able to complete the homework assigned to them so as to check that learning has taken place effectively.