



Raffles Girls' Primary School

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New Students Online Registration for CCA Year 2023

Dear Parents/Guardians,

This notification seeks to provide you with the information is on CCA Registration for 2023 - Online CCA Registration & CCAs policy.

A. CCA Online Registration

The CCA online registration is open to **Newly Transferred-in** students who want to register for a CCA in 2023. Every student will only be allocated to **ONE CCA** in an academic year. We encourage our students to participate in a CCA as part of their holistic development in our school. The online registration form will be available from **5 January to 9 January 2023**. Please read the CCA Policy appended in Section B below before registering.

1. **All newly transferred-in Students** should go online to indicate their intention of having a CCA or otherwise.
2. **Steps to register online**
 - Register through the following address: <https://forms.moe.edu.sg/forms/J27mRo>



- If a student responded multiple times during the entire CCA online registration period, only the latest response will be captured by the system.
- Upon submission, please save a copy of your response via email.

3. Results of Registration

- The result of the CCA allocation will be released by the end of Term 1 Week 2.
 - Each student will receive a letter of allocation for the CCA.
 - Students will need to check the CCA noticeboard for more information on their allocated CCA.
 - Students who are successful in getting a CCA will receive a Parents' Gateway Notification acknowledge form from the CCA teachers before the first CCA meeting in 2023. Consent must be given by parents/guardians in order for students to attend the CCA sessions.
4. Please read through the CCA policy stated in Section B. You may contact the following teachers for clarification, if any:
- a. Mr Yeo Eng Wee at yeo_eng_wee@schools.gov.sg
 - b. Ms Sharifah Maznah at sharifah_maznah_salim_bamasri@schools.gov.sg
 - c. Ms Victoria Chua at victoria_chua_pei_chern@schools.gov.sg
 - d. Ms Teo Siew Huai at teo_siew_huai@schools.gov.sg

B. CCA POLICY:

1. The time slots in the CCA list are subject to change, depending on student enrolment.
2. **CCA is optional for P3** students while all **P4 to P6 students are strongly encouraged** to take part in CCA.
3. Every student can only have **ONE CCA**.
4. If the enrolment for a CCA is overwhelming, **acceptance into a CCA will be based on balloting**.
5. If the enrolment for a CCA is fewer than 10, that CCA will be cancelled.
6. CCA will take place on Monday, Tuesday, Wednesday and Thursday.
7. 'School team' refers to selected students who **must be committed** to attend CCA training twice a week throughout the year.
8. A student who is absent from the CCA must produce a **medical certificate** or a letter from her parents/guardian. She is to submit it to the teacher-in-charge on the following day.
9. Students must maintain at least **75% of the attendance** before their CCA participation can be recorded in the report book.
10. **No request of a change to CCA will be accepted after allocation** has been made for each student. Students must stay committed to the allocated CCA. Any change of CCA can be considered in the next annual CCA Registration Exercise.
11. For CCAs in which qualified coaches/instructors are engaged, there is **NO REFUND** of payment once the student has registered.
12. The amount of payment will be confirmed **after the first CCA meeting of the year**.
13. For students who need financial assistance for CCA payment, please approach the CCA teachers.

C. Frequently Asked Questions

1. Can I join more than one CCA?
 - a. Each student can only join **one** CCA in RGPS.
2. What if I do not wish to take up the CCA that is allocated to me?
 - a. You can choose to withdraw from the allocated CCA. However, you **will not** be allocated to another CCA for the year.
 - b. Any change of CCA can be considered in the next annual CCA Registration Exercise.
 - c. You are strongly advised to consider your 4 choices carefully before submitting the registration.
3. How do I know if I have successfully submitted my registration?
 - a. Upon successful submission, you will be prompted to key in your email address to receive a copy of your response. Please keep the email copy of your response as a receipt of submission.

PLEASE NOTE:

1. All CCAs will commence in Term 1 week 3 in 2023 unless otherwise notified.
2. All CCAs will stop at least 2 weeks before the examinations or specified otherwise in the school calendar of events.
3. Students are to check the CCA notice board for information regularly.
4. If you need further information, please contact the teacher in-charge of the CCA directly.
5. 5:00pm Bus Service
 - a. Should parents require the 5pm school bus service, please contact Bus Company directly to make the necessary arrangements.

We hope to be able to build a better sporting culture in RGPS.

Yours sincerely

Ms Sharifah Maznah

HOD PE/CCA

2023 CCA Information

S/N	Sports and Games	Level	Type	Day / Time
1	Badminton	P3 -P6	ST(Junior & Senior)	Tues: 2.30-5pm Thurs: 2.30-5pm
		P3-P6	CCA	Wed: 3-5pm
2	Basketball	P3	CCA	Mon:3-5pm
		P4-P6	CCA	Tues:3-5pm
		P3	Selection Team	Mon & Thurs:3-5pm(Term 3 onwards)
		P4	Selection Team	Tues & Thurs:3-5pm
		P5	ST (Junior)	Mon & Wed:3-5pm
3	Softball	P3-P4	ST(Junior)	Tues & Thurs: 3-5pm
		P5-P6	ST(Senior)	
		P3-P5	CCA	Tues: 3-5pm
4	Table-Tennis	P3-P6	ST	Mon:3-5pm Wed :3-5pm
		P3-P6	CCA	Wed: 3-5pm
5	Rhythmic Gymnastics	P3-P6	CCA	Wed: 3-5pm
		ST	ST (Junior & Senior)	Mon: 2.30-5pm Thurs: 2.30-5pm

S/N	Uniform Group	Level	Type	Day / Time
6	Brownies	P3-P6	CCA	Wed: 3-5pm
7	Girls' Brigade	P3-P6	CCA	Wed: 3-5pm

S/N	Club and Society	Level	Type	Day / Time
8	Art & Craft Club	P3-6	CCA	Wed:3-5pm
9	New Media Club	P3-P6	CCA	Tues:3-5pm
10	Enviro-Life Science Club	P3-P6	CCA	Tues:3-5pm
11	International Chess	P3-P6	CCA/ ST	Tues:3-5pm
12	Library	P3-P6	CCA	Mon:3-5pm

S/N	Performing Arts	Level	Type	Day / Time
13	Choir	P3-P6	SYF (main choir)	Mon:3-5pm Wed: 3-5pm
		P3	CCA (Junior Choir)	Mon: 3-5pm
14	Drama	P3-P6	Performing Group (CCA)	Tues : 3-5pm
15	Dance	P3-P6	SYF	Tues:3-5pm Thurs: 3 -5pm
			CCA	Thurs:3-5pm
16	Concert Band	P3-P5	New recruits	Mon: 2.30-5pm
		P3-P6	Main Band	Tues:2.30-5pm Thurs:2.30-5pm
17	Strings Ensemble Requirement (Violin/Cello) Grade 3 and Above	P3-P6	SYF	Mon:3-5pm (For SYF group) Thurs: 3-5pm

SYF: Competition Team for Performing Arts CCA/, Selection Team (Only for those who were successful in the Selection/ Audition Exercise)