

FAIRFIELD METHODIST SCHOOL (SECONDARY)

Sec 1 CCA Registration Exercise 2022

Dear Parents/Guardians,

Welcome to the Fairfield Family. You will be required to make use of the school's On-line services to register your child's/ward's CCA choices. From **21 to 25 Jan**, you can log on to <https://fmss.adminbreeze.com> (note: there is no www) using the following username and password protocol:

Username : T0912345A (Birth Cert No) or G0912345A (FIN No)

Password: xxTyyyyyyz (xx- is date of birthday, yyyyy is last 5 digits of birth cert, z is letter in lower case in birth cert)

For example , if your child is born on **08** September 2009 and his/her birth cert no is T09**12345A**, the password would be

Password : **08T12345a** (note lower case for the last letter)

If you are not able to login successfully after 3 attempts, you need to wait for a further 20minutes before making another login attempt.

After login, please follow the following steps:

Step 1: Check CCA Trials Results to see which CCA(s) your child/ward is shortlisted. The number of students shortlisted in each CCA is usually 2x more than actual vacancies available in that CCA. The school will use the ranking (info not available to parents) given by the coaches/instructors/teachers during CCA Trials/Auditions/ Interviews to allocate CCAs. The lowest priority will thus be accorded to students who are not shortlisted, subjected to availability of places.

For illustration, Scenario 1: if your child is ranked 5th during Football trials and chooses Football as 1st choice, he will be allocated Football as there are 15 places offered in Football.

Scenario 2: If your child is ranked 13th in Volleyball and he chooses Volleyball as 1st choice, he may not be allocated Volleyball which has 12 places (including DSA) to offer unless more than 1 students ranked above him/her does not choose Volleyball at all.

Step 2: Fill in any achievements and leadership positions in Primary schools or outside school that can be useful

Step 3: Click the submit button. The submission is only successful when your child/ward has made 6 choices, of which at **least 3 choices must be Uniformed Groups. You are strongly advised to select CCAs that your child/ward has aptitude in, based on our feedback from the trials/auditions/interviews. Do take time to visit the school's CCA Webpage to understand the demands of the CCA your child/ward is choosing. Once allocated, your child/ward is expected to change his/her tuition and any personal enrichment courses to suit his/her CCA timings.**

*There is no limit on the number of times you or your ward/child can access and amend the online form. However, no changes can be made after **25 Jan midnight**. Yours sincerely,*

Mr Francis Ng

Head of Department, PE/CCA

Email Address: ng_hun_boon@moe.edu.sg No signature is required.

Co-Curricular Activities 2022: CCA Frequently Asked Questions

1 **How is CCA relevant to each Fairsian?**

In Fairfield, CCA offers your child/ward holistic development in the areas of leadership, skills and service to the local and global community. CCA provides a platform for each Fairsian to express his/her learning and leadership on a regular basis.

2 **Does every student have to be in a CCA?**

Yes, Character Development is as important as Academic Excellence. CCA serves as a platform to grow your child/ward as a leader through various learning experiences. Character is shaped through such experiences and therefore every student should be in a CCA.

3 **What happens if my child's/ward's CCA day clashes with his/her personal commitments, e.g. tuition?**

As attendance is a basic indicator of a child's/ward's development in character and commitment, students are required to attend every CCA meeting or training session. CCA takes up a maximum of 3 days a week, thus your child/ward is expected to keep to his/her commitment in CCA. We therefore urge parents to defer scheduling any enrichment or tuition classes before CCA allocation is finalised. This is to avoid the hassle of rescheduling personal commitments should they clash with your child's/ward's CCA commitments.

4 **Can my child/ward be allowed to join a 2nd CCA?**

We allow students to take up a second CCA to give them a greater breadth of CCA experience if they can balance academic work and CCA well. With a second CCA, the number of days he/she has to attend would increase but we do not encourage pupils to spend more than 3 days a week on CCA so that they can give time to their academic studies. Your child/ward can only proceed to choose the 2nd CCA after his/her core CCA is allocated so that there is no clash in schedule.

List of school-based CCAs that can be chosen as 2nd CCA:

Christian Fellowship

Journalism

List of non school-based CCAs that can be chosen as 2nd CCA:

Singapore Youth Flying Club

Athletics (Centrally organised by SportsSG and MOE)

Ethnic Dance (Centrally organised by LaSalle College of Arts and MOE)

5 **What happens if my child/ward would like to quit his/her CCA after one year?**

The school strongly discourages students from quitting as MOE requires every student to participate in at least one CCA. We recommend that you have a discussion with your child/ward together with the CCA teacher in charge.

6 **What if my child/ward would like transfer to another CCA?**

Continuous and regular participation in a CCA throughout the secondary school years is fundamental to contributing to the quality of school life and overall student development with the students deepening their knowledge and skills in a particular area. MOE's Recognition

System awards continuous involvement and commitment to the same CCA and this is reflected through a higher level of attainment assigned to students who stay with the same CCA over the years.

However, if your child/ward has lost interest in the CCA he/she had chosen initially, he/she can pick up a “CCA Transfer Form” from his/her Core CCA teacher. We encourage parents/guardians to discuss this matter with their child/ward before going ahead with the decision. The form is to be returned to the CCA teacher. The HOD CCA will follow up with your child/ward subsequently and meet with you face-to-face where possible. The transfer window is October to November each year. If application is successful, your child/ward will start in the new CCA in January the following year

7 Why does CCA have to take up so much time?

Character development requires commitment of time and effort. In order to give each child/ward the fullest experience of success in what they do, excellence does entail certain sacrifices such as time. Therefore, we seek the partnership of parents/guardians in our effort to develop the children holistically.

8 Will my child/ward be allocated a CCA of his/her choice?

The school will try its best to match your child's/ward's interest and aptitude to the CCA allocated. However, in view of the limited resources, it is not possible to accommodate every student's wish as there is a quota for every CCA to ensure their sustainability.

9 Is it compulsory for all pupils to attend the CCA trials/auditions?

For students to be eligible for competitive sports or performing arts CCAs, the school needs to assess their aptitude and skills as these are critical for success in the CCA. The results will be made known to you through the online CCA Registration portal. This information allows your child/ward to choose a CCA in which he/she has both interest and aptitude in. Choosing a CCA in which he/she has no aptitude in may result in eventual dropping out from the CCA. Hence, it is important for every student to attend the trials/auditions.

Only DSA students are exempted. The first round of trials/auditions takes place from **10-12 January and also the first 3 Fridays of January after school**

10 If my child/ward is not interested in Performing Arts or Sports or Media or Robotics Club, why does he/she need to attend the CCA trials/auditions?

The trials/auditions allow us to identify talents which your child/ward may not be aware of previously. We have also incorporated Sports Education and Arts Education in the trials/auditions to develop your child/ward physically and aesthetically.

11 Can my child/ward take up a CCA outside the school such as Chinese Orchestra, swimming etc?

It is MOE's policy that all students must take up a CCA offered by the school or MOE. If your child is selected to train with the National Sports Association in a sport offered by the school, his/her participation needs to be endorsed by the principal. This involvement may exempt him/her from participation in the school's CCA training sessions. The same applies for NPOE (National Projects of Excellence) such as National Youth Orchestra. Once the training stint with the organisation ends, the student will have to resume training with the school's CCA.

MOE has in recent years established partnerships with a few organisations to extend CCA experience to your child beyond what schools can offer. They are

- Youth Flying Club
- Track and Field (ActiveSG)
- Ethnic Dance (LaSalle College of the Arts)

12 How does CCA benefit my child/ward in the application for post-secondary education?

At the end of 4/5 years, students are entitled to apply for Junior College/ Centralised Institute*/Polytechnics/ ITEs. Bonus points awarded may be used to benefit the student in their total aggregate score when applying for entry to these institutions.

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|--------------------------|------------------|
| Excellent CCA Experience | > 2 Bonus points |
| Good CCA Experience | > 1 Bonus point |
| Fair CCA Experience | > 0 Bonus point |

Students who excelled in their CCA may also participate in the Direct School Admissions- Junior College (DSA-JC) or Early Admissions Exercise (EAE) for Polytechnic and ITE

For any further, please consult the Head of Department, PE/CCA or visit our school's CCA Webpage.