



# KUO CHUAN PRESBYTERIAN SECONDARY SCHOOL

10, Bishan St 13, Singapore 579795  
Tel: 62593811 Fax: 63536535

5 Jan 2024

Dear Parent/Guardian

## Secondary 1 CCA Registration and Enrolment Process

1. Greetings from Kuo Chuan Presbyterian Secondary School. We warmly welcome your child to Team KCP!
2. An exciting and fulfilling CCA experience is one of the highlights for any student in secondary school. CCA also serves as an important platform to nurture our students holistically and develop their character beyond the traditional confines of the classroom.
3. Choosing a suitable CCA will be one of the first major decisions confronting you and your child at the start of their secondary school life. At KCPSS, we have structured a selection process to help you make an informed choice with regards to CCA.
4. Kindly find the timeline for the CCA selection process below:

| Event  | Date and Time                            |
|--|--|
| CCA Talk to Parents                              | 5 Jan (Fri)                              |
| CCA Showcase and Enrolment Briefing to Students  | 5 Jan (Fri)                              |
| CCA Talent Identification Programme              | 9 (Tues), 12 Jan (Fri)<br>Refer to Annex |
| Commencement of Online CCA Registration          | 13 Jan (Sat)                             |
| <b>Submission Deadline for Online CCA Option</b> | 21 Jan (Sun), 10pm                       |
| Release of CCA allocation results                | 26 Jan (Fri)                             |
| CCA Commences                                    | 30 Jan (Tues) onwards                    |
| CCA Appeal Period                                | 19 – 23 Feb                              |

5. On 5 Jan (Fri), all the Secondary 1 students will attend a briefing explaining the CCA enrolment process via the online CCA portal. They will also attend a CCA Showcase on the same day.
6. After the CCA Showcase, the school will commence our CCA Talent Identification try-outs taking place on 9 and 12 Jan. On both days, all Sec 1 students (except those accepted into CCA via DSA) are expected to stay till 5.30pm to attend structured try-outs planned for them. Your child has a choice as to which CCA try-outs they wish to attend on these days. The try-outs are designed to provide options so that your child is able to make an informed decision when selecting a desired CCA. The try-out schedule can be found in the Annex below.
7. For registration, your child must select and rank **5 CCA choices** of which at least 1 choice must be from each of the 4 CCA categories (Sports, Performing Arts, Uniformed Groups and Clubs/Societies). We encourage parents/guardians to play an active role in discussing the various CCA options that are suited for your child/ward based on his/her inclination and interest.
8. **For DSA Students:** If your child has enrolled in our school via DSA in any of the following talent areas (Table Tennis, Photography, Media Film, Guzheng Ensemble, Concert Band, English Drama, Chinese/Modern Dance or Choir), there is no need to participate in this exercise as they will be allocated to their talent identified CCA by default.
9. CCA registration will be completed online and your child will be briefed on how to do so. Please note that the submission deadline is on **21 Jan (Sun), 10pm**.



**"AFLAME FOR TRUTH"**



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10. The CCA allocation results will be released on **26 Jan (Fri)**, after school and CCA sessions for Sec 1 students will commence from **30 Jan (Tues)** onwards.
11. The CCA appeal phase will be held on 19 Feb (Mon), and will only be considered on valid grounds. Till then, your child/ward is expected to attend his/her assigned CCA sessions regularly as a pre-requisite for appeals.
12. Please feel free to contact me at **6427-4232**, or my email at [khoo\\_kian\\_seong\\_kenneth@schools.gov.sg](mailto:khoo_kian_seong_kenneth@schools.gov.sg), should you require any clarification.
13. Here are some important web-links to take note of:

|   |  |
|---|--|
| CCA Online Registration Site<br><a href="https://kuochuan.schoolhub.sg/">https://kuochuan.schoolhub.sg/</a>   | <br><small>https://kuochuan.schoolhub.sg/cca-registration</small>  |
| School CCA Information<br><a href="https://kuochuanpresbyteriansec.moe.edu.sg/the-kuo-chuan-experience/co-curricular-activities-cca">https://kuochuanpresbyteriansec.moe.edu.sg/the-kuo-chuan-experience/co-curricular-activities-cca</a> | <br><small>https://kuochuanpresbyteriansec.moe.edu.sg/cca</small> |

14. Thank you.

**Kenneth Khoo (Mr)**  
**HOD PE/CCA**  
**Kuo Chuan Presbyterian Secondary School**



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### Annex: CCA Talent Identification Try-out Schedule

| 9 Jan (Tues)<br>3.30pm – 5.20pm<br><br>(Choose 2 to attend) |                    | 12 Jan (Fri)<br>2.00pm – 5.30pm<br><br>(Choose 4 to attend) |                             |
|---|--------------------|---|-----------------------------|
| <b>Physical Sports</b>                                      | <b>Venue</b>       | <b>Physical Sports</b>                                      | <b>Venue</b>                |
| Badminton (Boys)  | Hall               | Football (Boys)   | School Field/ISH Lvl 1      |
| Basketball (Boys)   | ISH Level 1        | Table Tennis (Boys/Girls)                                   | ISH Level 2                 |
| Shooting (Boys/Girls)                                       | Shooting Range     | Netball (Girls)   | Parade Square               |
| -   | -                  | Shooting (Boys/Girls)                                       | Shooting Range              |
| <b>Performing Arts</b>                                      | <b>Venue</b>       | <b>Performing Arts</b>                                      | <b>Venue</b>                |
| Choir   | Choir Room         | Guzheng Ensemble  | Guzheng Room                |
| English Drama   | Multi-Purpose Room | Modern / Chinese Dance                                      | Learning & Aesthetic Centre |
| -   | -                  | Concert Band  | Auditorium                  |
| <b>Clubs &amp; Societies</b>                                | <b>Venue</b>       | <b>Clubs &amp; Societies</b>                                | <b>Venue</b>                |
| Photography   | Com Lab 2          | Art & Crafts  | Art Studio 2                |
| Infocomm Technology   | Media Studies Rm   |   |                             |
| Robotics  | Com Lab 3          |   |                             |
| <b>Uniformed Groups</b>                                     | <b>Venue</b>       | <b>Uniformed Groups</b>                                     | <b>Venue</b>                |
| -   | -                  | National Civil Defence Cadet Corps                          | Concourse                   |
| -   | -                  | National Police Cadet Corps                                 | Concourse                   |
| -   | -                  | Girl Guides (Girls)   | Concourse                   |

### Session Time Slots:

| 9 Jan (Tues)   | 12 Jan (Fri)   |
|--|--|
| Session 1: 3.40 – 4.20pm<br>Session 2: 4.30 – 5.10pm | Session 1: 2.10 – 2.50pm<br>Session 2: 3.00 – 3.40pm<br>Session 3: 3.50 – 4.30pm<br>Session 4: 4.40 – 5.20pm |

### **Boys' Brigade (BB) & Girls' Brigade (GB) Try-outs**

BB & GB Try-outs will be conducted on the morning of **13 Jan (Sat)** in alignment with their CCA schedule. Kindly contact the following Teacher ICs for more information.

- BB: Contact Mr Ng Chee Kian at [ng\\_chee\\_kian@schools.gov.sg](mailto:ng_chee_kian@schools.gov.sg)
- GB: Contact Miss Ang Siok Min Michelle at [ang\\_siok\\_min\\_mitchelle@schools.gov.sg](mailto:ang_siok_min_mitchelle@schools.gov.sg)