



Student Leadership Manual

Dear student leaders,

Congratulations on your appointment as a student leader in ACS (International)!

Bearing the title is both a privilege (as many aspire but few have attained the appointment) and a responsibility. I hope you will serve your term in the appointed role with great enthusiasm and commitment to exemplify in your attitudes and actions the school IGNITE values.

The next 12 months will be a great learning and growing experience for you as you serve – by leading in activities and modelling the way for your peers as responsible members of the school community.

This Manual has been prepared to give you information on our expectations and instructions. Read it at the start of your leadership journey and also refer to it along the way.

The best model of leadership is the servant leadership exemplified by Jesus Christ. Jesus was fully aware of his Purpose and Practice.

Purpose – He came to serve (to preach the Kingdom of God and bring salvation to humanity) Mark 10:45
Practice – He acted to fulfil His Father's will and for His glory (John 6:38; 12:27-28) exemplified by Modelling the Way; Inspiring a shared Vision, Challenging the Process, Enable Others to Act, and Encourage the Heart* (Gospels)

Best Wishes and may GOD's blessings be with you,
Mrs Tan Siew Hoon
Vice Principal (Senior Division)

**The Five Practices of Exemplary Leadership® Model by Jim Kouzes and Barry Posner)*



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INTRODUCTION

Informed by the School Guiding Statement on Student Development – To encourage the holistic development of our students in Christian character, leadership, service and personal skills based on the IB Learner Profile and school IGNITE values - Student Leadership development is a calling we take seriously at ACS (International). The focus on student leadership has been the case since the beginning of the school when the motto was “Nurturing global citizens and future leaders’.

The first leadership boards started in 2005 were the Prefects and Student Council. In 2011 Ambassadors became established as the third student leadership board.

When the House System, comprising the eight Houses, was established in January 2011, House Prefects were appointed to assist the House staff in the House matters.

There are more than 200 student leadership positions available: School Prefects, House Prefects, Peer leaders, and CCA Captains.

School prefects are appointed senior leaders from Year 5. They are first among our student leaders and are led by the Head Boy and Head Girl and assisted by four Deputy Heads. The school prefects serve in one of the subcommittees: Ambassadors, Student Affairs, Student Council and House. They are nominated by HOHs, and other faculty, and appointed after interviews and leadership training. Prefects are appointed by the Principal and formally installed into office to serve for 12 months.

House Prefects are selected by Housemasters and House tutors to help in leading the students in their respective Houses. They support the House by helping with House meetings, inter-House competitions and mentoring of younger students.

Peer leaders are recruited among the Year 1 to Year 4(FIB/PIB) students and they serve alongside the School and House Prefects.



AIMS & OBJECTIVES

Leadership is not about position or roles; it is about being an influence with noble character, relevant and timely service, and effective skills.

The Leadership Programme aims to develop students in their character, leadership and service as expressed in the IGNITE values and IB Learner traits. Therefore, we are committed to mentor and coach in their leadership development and practice. The intended outcomes are expressed as observable practices and behaviours:

I. Citizenship [*Principled, Caring, Reflective*]

- being clear about personal values and beliefs and behave consistently with these values
- inspire a shared vision to serve or do good to a community
- show respect for social, cultural and community diversity

II. Modelling the Way [*Communicators, Caring, Open-minded*]

- infuse team/others with energy and confidence
- foster collaborating
- coach or encourage other people
- manage personal and emotional relationships

III. Inspiration [*Inquirers, Open-minded, Knowledgeable*]

- show positivity in the face of challenges and failures
- celebrate success and managing disappointment
- innovate, experiment, and explore ways to improve
- exude enthusiasm for the work/project/event
- are trustworthy

IV. Achievements [*Risk-takers, Balanced, Reflective*]

- seek to effectively improve community within and outside
- carry out projects/events to a high standard or successfully
- accomplish significant achievements individually or in group





LEADERSHIP MODEL

The Five Practices of Exemplary Leadership® Model by Jim Kouzes and Barry Posner outlines the 5 practices which underpin the observable practices and skills of our leaders. The Five Practices of Exemplary Leadership, as follows:

- Model the way
- Inspire a shared vision
- Challenge the Process
- Enable Others to Act
- Encourage the Heart



Image By Maja Cakarun

Reference Books

- *The Student Leadership Challenge: Five Practices for Becoming an Exemplary Leader (J-B Leadership Challenge: Kouzes/Posner)* by Jim Kouzes and Barry Posner
- *The Leadership Challenge: How to Make Extraordinary Things Happen in Organizations (J-B Leadership Challenge: Kouzes/Posner)*, by Jim Kouzes and Barry Posner

SCHOOL PREFECTS

School Prefects are appointed seniors from Year 5. They are first among our student leaders as student representatives. They are nominated by HOHs, and other faculty, and appointed after interview and leadership probation and training.

school Prefects are appointed by the Principal and SLT to represent the student body to the school leadership and staff; are role models and mentors to students in support of the school ethos; support the Principal and staff in promoting a high standard of discipline by enforcing the school rules; and represent the school and House at appropriate occasions.

The School Prefect Board is headed by the Vice Principal, Senior Division and assisted by a team of teachers. She meets the Exco prefects weekly, and the other teacher mentors meet their respective subcommittee regularly. The House Prefects report directly to their respective Head of House and the peer leaders are supervised by two teacher mentors.

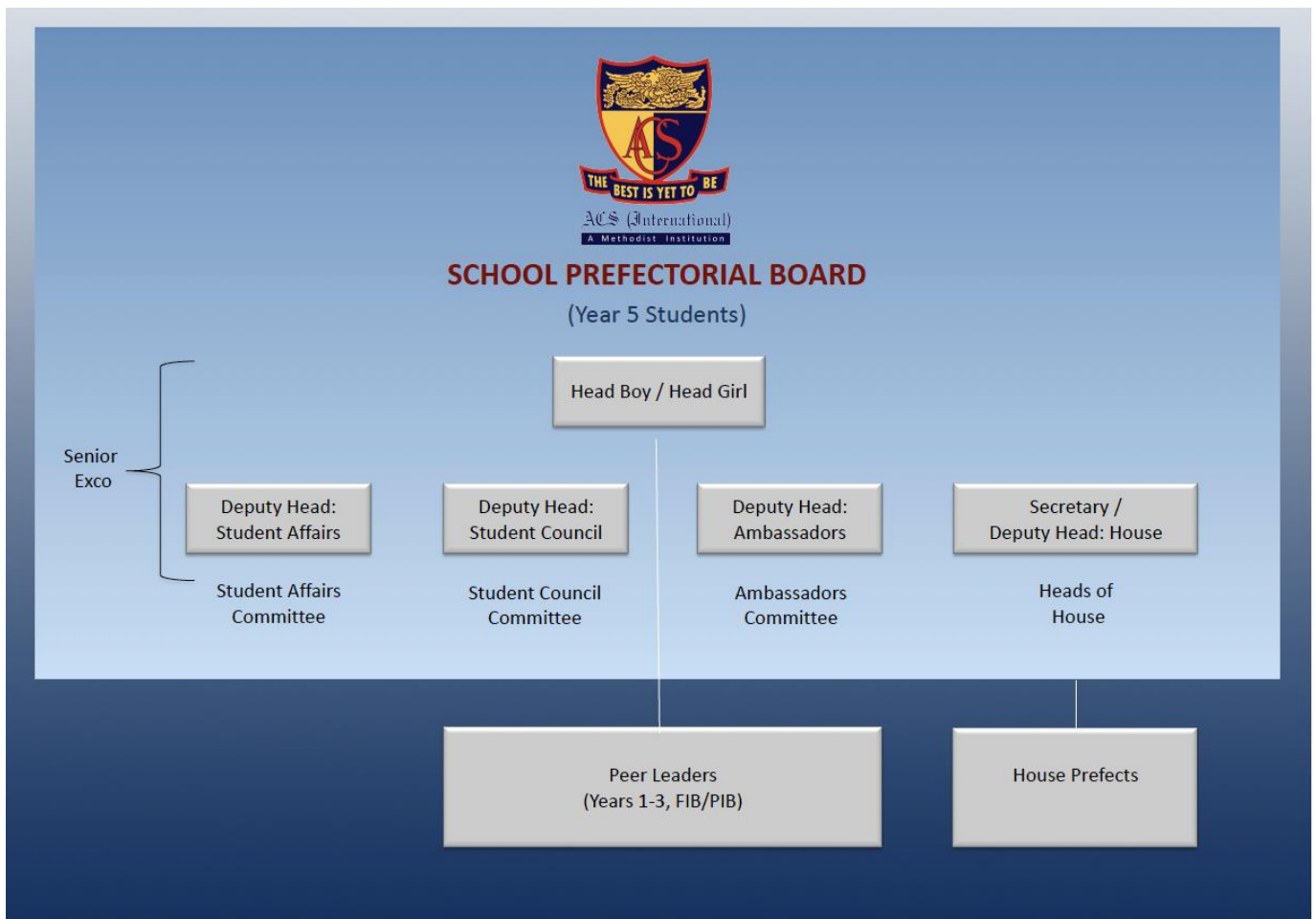
[See Appendix 8 – Teacher Mentors for Prefect Board](#)

Composition of Prefectorial Board

Executive Committee

- Ambassadors
- Student Affairs
- Student Council
- Heads of Houses

ORGANISATIONAL STRUCTURE/CHART & COMMITTEES



ORGANISATIONAL CHART

The Executive Committee (Exco) comprising the Head Boy, Head Girl and four Deputy Heads leads the whole prefect board and the Peer Leaders. The Exco works closely to lead the board and the whole student body. They meet the Vice Principal (SD) weekly to discuss matters relating to the board and their role and contribution to the school.

The Head Boy and Head Girl also directly lead and mentor the Peer Leaders.

The Board Secretary is in charge of the administration and communication of the board as well as plans the weekly duty roster. As Deputy Head of House, he/she also liaises with the Houses and works closely with the eight Student Heads of Houses to facilitate communication and cooperation among the various groups.

Each of the other three Deputy Heads is assigned to head a committee. They meet their committee regularly and work with the prefects to fulfil their specific roles and organise their projects or events.

COMMITTEES: ROLES AND RESPONSIBILITIES

<p>Student Affairs</p>	<p>The Student Affairs fulfils the school general prefect duties. Students are to act as role models and mentors, practicing open-mindedness, appreciating their own culture and being open to perspectives and values to the international community in school. The Student Affairs aim to communicate and develop a caring community that bonds the school, engaging students with initiatives meaningfully outside of class. These initiatives and projects include ACSprit de corps, Teacher’s week, student podcast, TGIF fun activities online and offline and Welcome back to school activities.</p>
<p>Student Council</p>	<p>The Student Council fulfils the school general prefect duties.</p> <p>The Student Councillors is part of a very unique, very student-centred, student-servant-leadership body that works with and works for the school, the parents and the student population.</p> <p>The Student Council aims to build a sense of family and add excitement, colours and fun into the students’ life here in ACS (International) through the organisations of school events such as the Orientations, the Teachers’ Day Celebration, the Year 4 Grad Tea, the Year 6 Leavers’ Week and the Senior Prom.</p> <p>See Appendix 7 Orientation for new students (2020)</p>
<p>Ambassadors</p>	<p>Student Ambassadors fulfil the general prefect duties and serve the school by providing ushering and logistical support at school wide events such as Open House, Parents’ Evenings, Parent-Teacher Meetings, Speech Day and Graduation. The ambassadors also serve the wider community through partnering charitable organisations. These local and international community charity projects include Choice To Run, Plastic Food Wrapper Pouch and Second Hand Textbook project. The Ambassadors aim and work towards one major school wide fundraising project every year.</p> <p>The Ambassadors are reflective, they give thoughtful considerations to their own learning process and strive to keep up the good image of our school. They are also risk-takers that consciously supported charity and meaningful causes, connecting the school to external communities. (See Appendix 5c.1 Open House Briefing Slides, 5c.2 Choice To Run Meeting Minutes, 5c.3 Publicity Poster, 5c.4 Newsletter Article.</p>
<p>Student Heads of House and House Prefects</p>	<p>The Student Heads of House are members of the School Prefect Board. They lead the House Prefects in contributing to the school life and community. Besides performing their standard duties as school prefects, Student Heads of House also organise and lead their House prefects in their one week per term morning duty at school gates.</p> <p>House prefects are appointed by the Heads of House and their House staff. They are given a specific leading role in sports, culture, charity or year group.</p>



SCHOOL DUTIES

School Prefects are assigned morning foyer and gate duty. They are stationed at the front gate, foyer and backgate to check on students' attire and appearance as they enter the school. Students are reminded or booked for non compliance to school rules.

During COVID period, they assist in ensuring that students do their safe check in (temperature checks and Trace Together).

The prefects also take charge of leading the school in the Singapore Anthem and Pledge and the prayer. They also raise the Singapore flag and school flag. For Wednesday school assembly and Friday Chapel, they also do stage and escort duty - getting the school ready and ushering the SLT to the stage.

The School Prefects are assisted in these duties by the House prefects.

HOUSE LEADERSHIP ROLES

The House System at ACS (International) provides multiple leadership roles both formal and informal for students at every year level. All 8 houses formally invest 12 House Prefects including a Student Head of House. Outside of the 12 formally invested prefects each House can also informally invest up to 15 additional leadership roles across year levels for leadership within the house.

Student leaders in the house support the Head of House and House Tutors in service to their house and housemates through fulfillment of the Aims of the House system:

- To be the cornerstone of the pastoral care system
- To nurture a united community, house spirit, and leadership development within the House that permeates throughout the whole school
- To champion the holistic development of students and provide every student with an adult advocate; specifically focusing on our guiding statements of:
 - Student Development, Student Well-Being, Home and Community, Christian Character

STUDENT HEAD OF HOUSE AND HOUSE PREFECTS

The 12 House Prefects (including Student Head of House) are selected each year alongside the formal School Prefect selection. The selection process is guided by the House Prefect Selection Guidelines. To be considered for the Student Head of House the student must be a part of the School Prefect selection application process. The Student Head of House for each house will form an exco committee with the Senior Exco Deputy Student Head of House.

The make-up and roles of House Prefects can vary amongst houses. In general they are tasked to provide leadership in their one week per term morning duty at school gates along with in the following areas in support of the House:

- Vice-Student Head of House
- Leadership in each grade level or division, year level prefects
- Secretary
- Charity or Service
- Inter-House Cup events, Aesthetic, Sports, Academic
- Mentoring
- Pastoral
- House Assembly Planning, Social Media, Videos, Promotions, Activity Planning
- Presenting at House Assembly, Tutor time, and or Pastoral time

PEER LEADERS

The Peer Leaders is an associate leadership group of the Prefectorial board that consists of Year 1s,2s,3s, PreIB and FIB students. The Head Boy and Head Girl of the Prefectorial board are directly in charge leading mentoring them, together with the teachers-in-charge.

Mission statement

We strive to actively support our peers and promote an inclusive and caring culture in the school.

Recruitment criteria

1. Students with the heart to promote inclusiveness and wellbeing of students in the school
2. Students who display positivity and sense of responsibility

Recruitment process

1. Application process open for Juniors, Y3s and Pre IB and FIB students
2. All students who apply are invited to attend interview session with teachers in charge and the Head boy and Head girl
3. The shortlisted applicants are then sent to Head of Houses for their comments and endorsement
4. Final shortlist made known to the applicants

Roles and responsibilities

1. Support wellness programmes in school
2. Support Prefectorial board in running of school activities
3. Represent voices of junior and middle division in the school

Activities

1. Instagram page that promote wellness
2. Student support for Wellbeing week
3. Wednesday Wellness Day
4. Peer support for new students before school and during lunchtime

See Appendix 1 for Activities for 2021

Meetings

Frequency of once a fortnight during Tuesday whitespace

Training

1. Systematic leadership development programme aimed at developing the Peer leaders for senior leadership position in senior years
2. Relevant training on wellness matters to support their peers



Peer Leaders Leadership development

Year 1	<ul style="list-style-type: none">• Work collaboratively with the peers• Able to follow instructions and keep on tasks with the work• Be aware of the importance and benefits of having strong leadership
Year 2	<ul style="list-style-type: none">• Develop leadership: having strong citizenship, perseverance through challenges• Develop communication and organisation skills• Practice gratitude which leads to a higher self-esteem• Willing to take on leadership position
Year 3	<ul style="list-style-type: none">• Able to delegate and lead a group of peers• Having strong communication and organisation skills• Able to build TRUST among the team
Year 4	<ul style="list-style-type: none">• Being influential and inspiring among the student body• Having critical thinking, decision making and problem solving skills• Able to accept criticism• Being reflective and grow from mistakes and failures

TRAINING & MENTORSHIP

<p>Leadership Camp</p>	<p>Leadership camp is usually organised for leadership training and teambuilding. Such an activity can be organised outside school in a specialised facility like Camp Challenge campsite in Sembawang or held in school.</p> <p>The camp can be part of the probation programme or for team building for a new board.</p>
<p>Workshops/Conferences</p>	<p>To equip student leaders, workshops like public speaking and design thinking are held whenever necessary. They also attend conferences by Halogen Foundation Singapore and apply for the annual National Young Leader Award.</p>
<p>Peaks Leadership Profile</p>	<p>The individual Leadership and Team Profiles are used in discussion with the student leaders individually or in a team as part of leadership mentoring and coaching. The profiles are to be used at least twice - once at the start to help student leaders be aware of their strengths and areas for improvement and once near the end of their term for self and team reflection.</p>
<p>Reading Programme</p>	<p>Our school prefects are IB students whom we hope to develop as creative and critical thinkers who will make informed decisions for themselves and their community.</p> <p>The Reading Program aims to develop wider reading and reading fluency and comprehension skills. These are dispositions and skills that can be transferred to their academics like EE, IA and TOK.</p>

METHODOLOGY

Feynman technique

<https://a-wandering-mind.com/2020/09/24/feynman-technique/>

This method is introduced to them before the Reading program starts. Focus is why this technique, and how to use it. This develops their metacognition skills.

Circle Time

Circle Time provides a time for listening, developing attention span, promoting oral communication, and learning new concepts and skills. It provides them a great platform for sharing ideas.

Books on **Leadership** and **self-improvement** are shared with them. They have a term to read and questions are shared on google doc with them. Students are encouraged to fill up the google doc before a circle time is conducted for them to share about their insights on the book they read.





What is the central idea of this book?
What is the evidence used to support ideas?
Does it have any implications for you in the future?
Any solutions that are proposed?
Any controversies raised?
Is there any specific significant message?
Any learning points for you?
(If there is a character) Choose a character and comment on him/her.

If time permits, the teacher rounds up the circle time and they exchange books with one another for a 2nd book reading session.

RECRUITMENT POLICY & PROCESS

The recruitment of School Prefects takes place in February, after the IBDP second intake of students have joined the school for a couple of weeks. A presentation will be given during a school assembly during which the School Prefectorial Board Organization and appointment process will be explained. Year 5 students are invited to apply, giving an outline of their leadership experience and explanation of how they aim to serve the school.

The qualities we are looking for in a school prefect is someone who has demonstrated character and leadership in the following ways:

1. Modelling the way in their behaviour and values (**evidently supportive of our school values/ethos and rules**)
2. Inspiring (able to or has demonstrated) to others in positive ways
3. Leading peers with skills and confidence (e.g. House, CCA, CAS)
4. Working collaboratively with team/group (e.g. Class, House, CCA, CAS)
5. Applying himself/herself responsibly to studies (commendable Attitude to Learning and Completion of Work; academically able and not likely to struggle with IBDP)

The list of prefect applicants is shared with all staff to invite them to write their comments to give feedback on the students they know. Taking into consideration the staff's comments, feedback of Heads of House, and candidate's school records like in academics and conduct, a shortlist of prefect nominees will be created and announced. The nominees go on probation, guided by the senior prefects.

Probation includes morning duties, interviews, special projects and other volunteer work. Prefects and teachers-in-charge involved will write comments on these nominees. Comments from all staff will again be consulted. Observations of the candidates' probation performance, teachers' feedback and comments from Heads of House are considered before the new board of Prefects are appointed. The most outstanding among the prefects are invited for interview by the SLT for a role as Head Prefect or Deputy Head.

Timeline

February (early)	Presentation at school assembly + application opens
February (mid)	Application closes and applicants lists sent to teachers for their feedback
February (late)	Nominees list published + briefing for nominees
March	Probations starts Circle Time with senior prefects OR Leadership Camp
April (2nd week)	Prefect Exco interviews + New Prefect Board appointed
April (late)	Investiture for new prefects + Commendation to outgoing prefects

[See Appendix 2 Prefect Probation Briefing Slides](#)

[See Appendix 3 House Prefects Selection](#)

[See Appendix 4 Certificate of Appreciation](#)

[See Appendix 5 Investiture Programme \(2019\)](#)





LEADERSHIP COLOURS AWARDS

Leadership Colours Award are given out yearly to students. Students submit an application which includes self reflection and achievements.

1. Objectives of Awards

- a. To give recognition to students in their leadership development and practice.
- b. To promote exemplary conduct and good leadership.

2. Types of Awards

- a. Individual Award will be in the form of the Colours Plaque and a Certificate.
- b. Gold, Silver and Bronze Awards are given to deserving students.

3. Criteria

To be CONSIDERED for the award of Colours, nominees must set an example of good conduct and leadership, in line with general expectation for the age group they are in.

I.	Citizenship	<ul style="list-style-type: none">• being clear about personal values and beliefs and behave consistently with these values• inspire a shared vision to serve or do good to a community• show respect for social, cultural and community diversity.
II	Modelling the Way	<ul style="list-style-type: none">• infuse team/others with energy and confidence• foster collaborating• coach or encourage other people.• manage personal and emotional relationships
III.	Inspiration	<ul style="list-style-type: none">• show positivity in the face of challenges and failures• celebrate success and managing disappointment• innovate, experiment, and explore ways to improve• exude enthusiasm for the work/project/event• are trustworthy
IV.	Achievements (team or individual)	<ul style="list-style-type: none">• successful completion• significant achievement/recognition



The 3 awards given are:

GOLD AWARD	<p>Students who have demonstrated to an excellent level in the four aspects:</p> <ul style="list-style-type: none"> • Citizenship • Modelling • Inspiration • Contribution (within and beyond the school)
SILVER AWARD	<p>Students who have demonstrated a highly commendable level in the four aspects:</p> <ul style="list-style-type: none"> • Citizenship • Modelling • Inspirational • Contribution
BRONZE AWARD	<p>Students who have demonstrated a commendable level in the three aspects:</p> <ul style="list-style-type: none"> • Citizenship • Modelling • Inspirational

GENERAL RULES & PROCEDURES

1. The award is based on the performance of students during the period under review, i.e usually the year they hold a leadership position or lead a project.
2. HOHs, House Tutors, CCA teachers, teachers will endorse the student reflections before they are submitted for review by the Vice Principal (i/c Student Development) and the other members of the SLT.
3. The application is open to Year 6 and Year 4 (IGCSE) students in early August. The results will be released in early Term 4 before they go on study leave. For the rest of the year groups, the application is open in Term 4.
4. The awards are presented to the awardees during Speech Day for Y1 to Y4 and at Graduation ceremony for the Year 6. Year 5 students are not invited for application as most of them start their leadership role only in late April and would not have served long enough for consideration; they apply when they are in Year 6.

[See Appendix 6 Leadership Colours Application Form](#)



APPENDICES

Appendix 1 – Peer leaders Activities

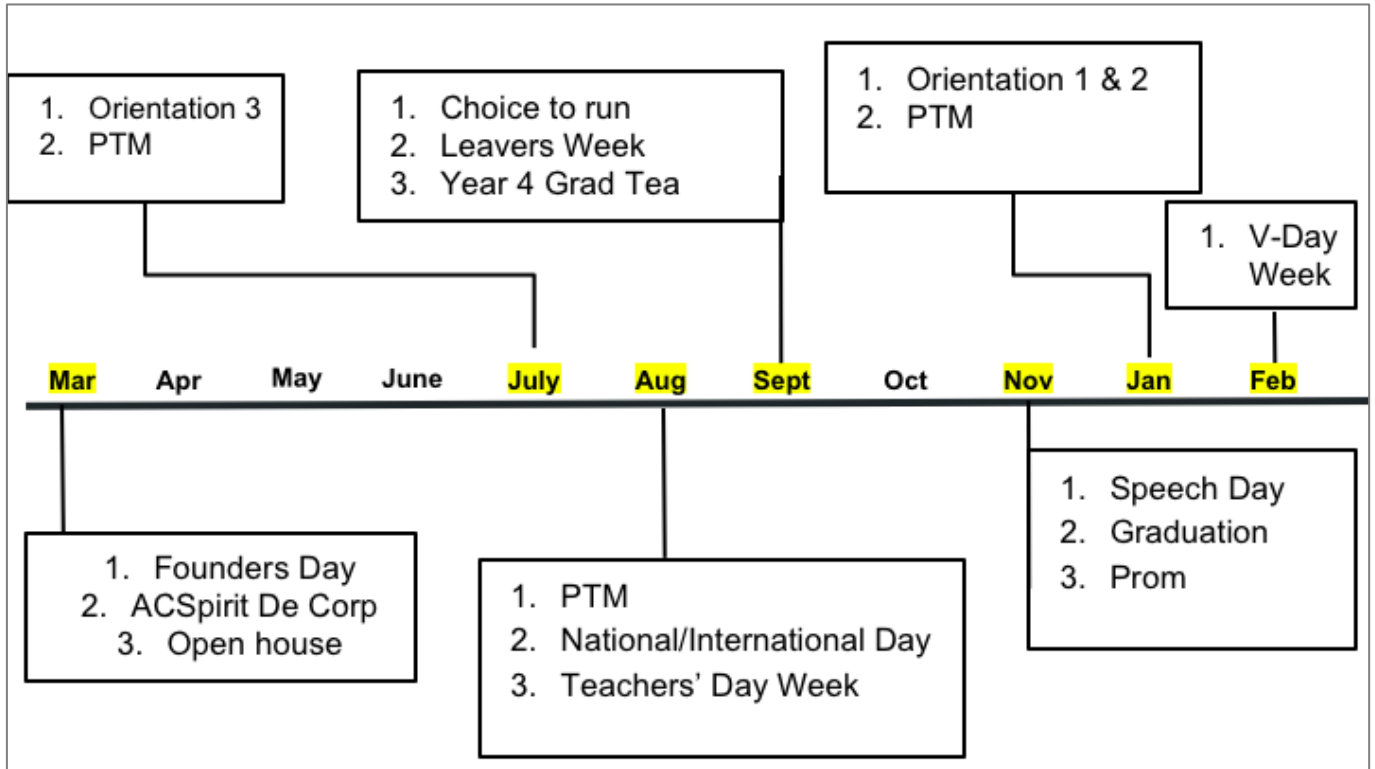
Example of activities – July – October 2021

July	August	September	October
<p>Training on Peer Support for students in times of anxiety</p>	<p>Launch of Wellbeing Instagram page</p> <p>Start of Junior Division Peer leaders’ bimonthly meeting with Dr Achter</p> <p>Launch of Wednesday wellness Day for Junior lunch (4 weeks)</p>	<p>Launch of Wednesday Wellness Day for Senior lunch (2 weeks)</p>	<p>Support for Wellbeing week</p>



Appendix 2 – Prefect Probation Briefing Slides

12-month programme/events



The probation will consist of 3 components:

1. Prefect duties in the morning (Initiative, interpersonal skills, maturity & responsibility)
2. Circle Time
3. Leadership Camp (Soft and hard skills, character, resilience, teamwork etc)



“A leader is one who knows the way, goes the way, and shows the way”
John C. Maxwell



Prefect Duties

Purpose: Ensure that students are correctly attired. Every student is a representative of ACS International

What duties are there?: Eg. Foyer, Back gate and PA system

Key things to note:

1. Your own attire, hair tied up, tie to be worn (No DOUBLE STANDARDS!)
2. Greet teachers ☺ Greet students good morning ☺
3. Booking via google form, be polite, be encouraging



Leadership Camp

Purpose:

- Gain a better understanding of the expectations of a prefect
- Get to know the different sub-committees better (what they do)
- Putting you to the test (Soft and hard skills)
- Have fun and bond

Date: 4 April 2020

Time: 8am to 6pm

Venue: School

Do you have
what it takes?

- Sense of responsibility
- Communication skills
- Proactiveness and initiative
- Adaptability
- Commitment
- Team player





School Attire policy

***3-strike policy: Booked for inappropriate attire 3 or more times in a term results in a Saturday detention**

Uniform

- ✓ No coloured vests/singlets are to be worn underneath school uniform
- ✓ White shirt (for boys) worn must always be tucked in
- ✓ No altered/tapered school trousers
- ✓ School trousers must cover ankles
- ✓ The length of the skirt must not be more than 6 cm above the top of the knee
- ✓ Non-school jacket is not allowed



Footwear

- ✓ Only white short sock
- ✓ Plain ALL white or black school shoes to be worn, eg. NO coloured logos *
- ✓ Slippers/sandals are not be worn unless there is a doctor's letter provided

Hair

- ✓ Outlandish hairstyles are not allowed
- ✓ Dyed hair is discouraged. All-over dye will only be tolerated if it is close to the student's natural hair colour; highlights must be minimal and in natural hair colours
- ✓ Girls' hair must be neat and tidy at all times
- ✓ Boys' hair must be clear of the collar, ears, eyebrows and must be neat and tidy at all times
- ✓ Boys should be clean-shaven at all times, except for validated religious observance reasons





Others

- ✓ Girls may wear one pair of discreet single ear studs or sleepers earrings
- ✓ Piercings are not allowed for boys
- ✓ Tattoos and body piercings are not allowed
- ✓ Girls may use clear nail varnish only
- ✓ Makeup (including false eyelashes) is not allowed

Appendix 3 – House Prefects Selection



HOUSE PREFECT SELECTION GUIDELINES

Guiding Statements

Student Development

To encourage the holistic development of our students in Christian character, leadership, service and personal skills based on the IB Learner Profile and school IGNITE values.

Purpose

This document is meant to establish criterion for selection of House Prefects in line with the whole school prefect selection process. It is recognized that the goal of this process is to give as many students as possible opportunities to lead in various capacities throughout the school.

Guidelines

- Each House will nominate 12 House Prefects that are deserving to be invested at the annual Leadership investiture ceremony.
- Priority should be given to year 5 students for official role of House prefect. Within Houses a HSMs should strive to have a minimum 60-70% of their year 5 students as House or School Prefects. Well deserving non-IB students can also be given an official role as House Prefect.
- Students will only be formally invested for one role, either School or House Prefect. Often students that are selected as School Prefects will naturally participate and take part in House events. If a School Prefect has gone above and beyond in service to both house and school a HSM should recognize this in the final testimonial and can state that his or her natural leadership abilities lead to them acting as School and House Prefects.
- Outside the 12 formally invested prefects each House should informally invest up to 15 additional leadership roles across year levels for leadership within the House. These should be held by students in year levels 1 through 5.
- The list of potential House Prefects should be shared with SLT during the HSM selection meeting with the SLT in charge of confirming leadership selection. Any additions to the list should be updated to SLT during the process.



Appendix 4 – Certificates of Appreciation



CERTIFICATE OF APPRECIATION

Presented to

ABC XYZ

in recognition of your meritorious service
to school as

School Prefect (Ambassador)

2020/2021

Distinction

Gavin Kinch
(Principal)

April 2021

Appendix 5 – Investiture Programme





Programme

March in of Student Leaders 2019-2020

Singapore National Anthem & Singapore Pledge

Video Presentation of 14th Prefectorial Board

Speech by Jaeger Hong (Head of Ambassadors 2018-2019)

Speech by Joshua Robinson (Head of Student Council 2018-2019)

Speech by Janet Tedjasmita (Head of Student Affairs 2018-2019)

Speech by McKayla Tanoko (Head of House & Secretary 2018-2019)

Speech by Gautam Ramasamy & Park Ju-Hyun (Head Prefects 2018-2019)

Presentation of Certificates to 14th Prefectorial Board & House Leaders

Principal's address

Video Presentation of 15th Prefectorial Board

Speech by Benjamin Ong & Megan Man (Head Prefects 2019-2020)

Badge Presentation

- 15th Prefectorial Board
- House Leaders
- CCA Leaders [Interest groups & Clubs]

Student Leaders' Pledge

Prayer

School Anthem

March out of Principal's Party and Student Leaders 2018-2019



Appendix 6 – Leadership Colours Application Form



Appendix 7 – Orientation Programme for new students



ACS (INTERNATIONAL)

2020 ORIENTATION 1

6th January 2020 (Monday)

Time	Event	Venue
10:00	Registration	Chapel Foyer
11:00	Principal's Welcome Address & Introduction to School Leadership Team	Chapel
11:30	Briefing: iSAMS (Parents Online Portal) & Student Support	Chapel
12:30	Lunch Reception <i>* All parents / guardians & students are welcomed</i>	Student Centre

7th January 2020 (Tuesday)

Time	Event	Venue
08:30	Registration opens	Chapel Foyer
09:15	Orientation Day Camp 2020 begins: 1. Introduction to the 15 th Prefectorial Board 2. Orientation Briefing by Orientation Group Leaders (OGLs)	Chapel
09:45	Ice – breakers, games and school tour	School grounds
10:45	Introduction to History, IGNITE VALUES & ACS Anthem	Chapel
11:15	Group Cheer / Batch Dance Practice	Chapel
12:00	Catered Lunch	Student Centre
13:15	Group Cheer / Batch Dance Practice	School grounds
14:00	Team Games	School grounds
16:00	Tea Break	Canteen
16:15	Team Games	School grounds
17:30	Campfire Preparation	Student Centre
18:00	Campfire declared open by Mr Rob Burrough	Basketball Court
18:30	Dinner Reception <i>* All parents / guardians and students are welcomed</i>	Canteen

Appendix 8 – Teacher Mentors for Prefect Board

In Charge	Tan Siew Hoon
Ambassadors	Koh Leng Leng Zhao Jia Penelope Ng Jasmine Lee
Student Council	Kent Kor Cheryl Seah Michelle Liew
Student Affairs	Praeman B Sia Ee Mien
Peer Leaders	Stacey Low Charles Lee