



19 Feb 2020

Dear Parents/Guardians and Students,

COMPLIANCE TO NEW STAY-HOME NOTICE (SHN)

We would like to inform you that on Tue 18 Feb 2020 2359 hrs, the Singapore Government has introduced the new Stay-Home Notice (SHN) as an added precautionary measure against the COVID-19 outbreak. Broadly, it is as follow:

- a. All Singapore residents and long-term pass holders with a travel history to mainland China (outside of Hubei), and returning or coming to Singapore from 18 Feb 2020, 2359hr, will be issued a SHN upon their arrival in Singapore. Persons with travel history to Hubei will be placed on quarantine. A person under SHN will have to remain in their place of residence at all times during the 14-day period, starting from the day of return. Day of return to Singapore is considered Day 0. 14-day count starts from the day after. For example, for a student who returned on 19 Feb 2020, his / her SHN would be in effect until 4 Mar 2020. The SHN would lapse on 5 Mar 2020. This is stricter than the existing Leave of Absence (LOA) regime, which allowed persons on LOA to leave their homes briefly, for example, to buy their meals or household and other supplies.
- b. For students, non-compliance with the SHN may result in disciplinary actions taken against them by their school, including the possibility of suspension or dismissal. Failure to comply with the SHN may also be used as evidence against the individual in a prosecution under S21A of the Infectious Diseases Act. It can also lead to the cancellation or shortening of immigration passes / permits by the relevant authorities.
- c. Similar to those placed on LOA previously, those issued SHNs are not suspected to have been in close contact with confirmed cases, nor are they unwell or display symptoms of the virus. These individuals are bearing inconvenience for the benefit of the wider community.

It is pertinent to note that MOH has provided health advisories specific to different sectors, as in <https://www.moh.gov.sg/covid-19/advisories-for-various-sectors>. Two new advisories which are relevant are:

- a. Advisory for Individuals sharing Residential Spaces with Persons issued Stay-Home Notice (SHN) (18 Feb 2020)
- b. Health Advisory for Persons issued Stay-Home Notice (SHN) (18 Feb 2020)

In line with the Committee of Private Education (CPE) guidelines, SSTC has put in place the following measures to ensure that affected students adhere to the SHN. This includes, but is not limited to:

a. **Pre-Arrival Notification to Inform Returning/New Students of SHN Requirement.**

b. **Travel Declaration.** SSTC will re-administer travel declarations for ALL students, regardless of their citizenship/pass status (i.e. SC/PR/LTVP/STP/DP etc.). The declaration will require students to declare if they have travelled to or have plans to travel to China from the period 1 Feb 2020 to 31 July 2020. A nil response is required for those who do not have travel plans in the period stated. This declaration requirement will supersede the earlier declarations made. As travel plans may change, students are to update their travel plans as and when these have been firmed up.

c. **Pre-Arrival Notification Letter.** Students are to fill up the 'Pre-Arrival Notification' letter should they have plans to travel to China or are in China, covering the following:

i. Students and/or their legal guardians (for students below 18 years old) will be reminded of their responsibility to comply with MOH's SHN requirements, and the consequences of not complying.

ii. Students and/or their legal guardians are to provide SSTC with the student details, residence (full address) and contact information of where they will serve their SHN upon entry into Singapore, etc. The Pre-Arrival Form should be returned to SSTC within 2 weeks from the date of pre-arrival notification letter being issued.

iii. Students and/or their legal guardians shall do the following upon arrival in Singapore, i.e.

- Contact SSTC within 24 hours of their arrival via email or phone, to inform of their arrival in Singapore, confirm their Singapore contact telephone number, and the full address of the residence in Singapore where they will be serving their SHN.
- ICA will issue the SHN at Singapore entry points such as the airport to new and returning students. In the event that the student/legal guardian of student is not issued the SHN by ICA upon entry, the student/guardian is to inform SSTC immediately so that a copy of the SHN (See attached) via email or other means can be sent to you. Student/legal guardian should then fill in Annex B of the SHN with their particulars, and email this back to SSTC immediately.

d. **Post Arrival Compliance Monitoring of Students on SHN.** SSTC will ensure that students comply with the SHN, as well as to check on their well-being. SSTC will:

- **Ensure that students on SHN do not turn up at the Institute at any time.** Student identification is currently done at the temperature check point or entry point to the Institute.
- **Make random daily calls during the period of SHN.** SSTC staff will phone/video calls to check on the welfare of the students and their whereabouts daily.
- **Make house visit to students who are not responsive.** Should students not respond to the calls, SSTC staff will make house visits to these students to ascertain their whereabouts and well-being. The house visits could be a precursor to the initiation of disciplinary proceedings.
- **Investigate complaints that are received via whistleblowing channels.** Upon receipt of such complaints, SSTC staff will investigate and confirm if there has been any non-compliance from students on SHN, and keep records of findings of the investigation.
- **Follow-up actions/disciplinary measures.** For students found to be in breach of SHN, SSTC will implement disciplinary measures to remediate and discipline the student.

SSTC will ensure that the precautionary measures that were implemented previously continue to remain in force. Students are reminded to practise good personal hygiene and social responsibility. Students who are on SHN will continue to be supported by home-based learning assigned by the teacher. They should also monitor their health and temperature regularly.

SSTC, as well as all Private Education Institutions, has to undertake additional responsibilities to ensure a co-ordinated effort on everyone's part to protect our citizens, residents, students and other long-term pass holders, and at the same time, to make the Institute a safe and healthy learning environment.

We would like to take this opportunity to thank you for your continued support and trust. Should you have any questions, please feel free to contact us at +65 6235 5685.

Thank you for your co-operation and understanding.

Best regards



Wayne Ho
Executive Director, Operations