



ST JOSEPH'S  
Institution JUNIOR

## CCA Handbook for Parents 2026



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## **Foreword by Principal**

CCA is an important part of our pupils' holistic education. In SJI Junior, we offer a wide range of CCAs, catering to the varied interests and capabilities of our pupils. It is also our objective not only to teach them skills, but also to cultivate in our pupils the spirit of teamwork, integrity and the pursuit of excellence. Participating in CCAs with fellow Josephians will also allow them to build camaraderie and desirable social behaviour.

While CCA is not compulsory in Primary Schools, we strongly encourage our pupils to participate in a CCA. We strongly believe that CCAs are important platforms to incorporate the 7 Habits to inculcate good values in our pupils, as well as to develop in them the competencies to the demands of the 21<sup>st</sup> century.

Mr Eric Leong

Principal

## Objectives of CCA

The CCA Programme provides pupils with a platform to discover their interests and talents. CCA aims to fuel a life-long love in individuals for a particular activity, be it a sport, hobby or a musical pursuit. This helps the individual to lead a balanced life in adulthood.

- ❖ **Sports** develop robustness, fair play and team spirit in pupils.
- ❖ **The Visual and Performing Arts** instil in pupils a sense of graciousness and an appreciation for the rich culture and heritage of a multi-racial society.
- ❖ **Uniformed Group** activities aim to make good citizens of pupils by inculcating in them self-reliance, resilience, discipline and a spirit of service to others.
- ❖ **Clubs** allow pupils to explore and extend their interests in wide ranging and specialised areas which may be knowledge-based or skills-based.

Beyond the pursuit and development of interest and individual talent, our CCA programmes are also customized to:

1. Instill a strong and meaningful school identity and bond with peers and teachers.
2. Develop character and instill the 7 habits through an engaging and relevant CCA programme.
3. Nurture Servant Leaders and bringing out BEST in the mind, heart and hands of pupils.

## Timeframe for CCA 2026

CCAs will commence in July 2026 and run until June 2027. This schedule ensures optimal timing for our CCAs, where major competitions occur in the first semester, followed by an off-season period in the second semester. Through this arrangement, the school seeks to better cater to the needs of our pupils, as well as strategically plan our CCA recruitment and training efforts, to deliver a more holistic and developmental programme in our CCAs.

## SJI Junior CCA Policy

- 1.1 Each pupil of SJI Junior is only allowed to join one CCA per year as CCAs require effort and commitment. The school seeks to ensure that its pupils can balance both CCA and their academic studies.

However, exceptions are made to pupils who choose to participate in two CCAs where ONE is a Performing Arts CCA (Band, Choir or Dance) and ONE is from other CCA.

- 1.2 Each pupil will be given up to 3 choices for CCA and provide their order of preference. The school will assign a CCA to each pupil based on their order of preference. Priority will be given to pupils who choose to remain in their current CCA. Pupils will be assigned their next preferred CCA if their most preferred CCA has reached maximum capacity.
- 1.3 A pupil who has successfully registered for a CCA has to remain committed in that CCA until the end of the CCA work-year (i.e., July 2026 to June 2027).
- 1.4 All CCAs have approximately 10 sessions in Semester 1 and 8 sessions in Semester 2. Pupils in school teams or higher performance teams may have additional training sessions (e.g., twice weekly sessions).
- 1.5 Pupils who do not achieve 80% of CCA attendance without valid reasons will be de-registered as members of the CCA at the end of the work-year. Their participation will not be recorded in the school report book.
- 1.6 If a pupil is to be absent from CCA, this should be communicated by the parents via Class Dojo, written letter or medical certificate to their CCA teachers.

- 1.7 Pupils are to bring along their special CCA attire (e.g., wearing the Cub Scout uniform, school team jersey, etc.) in their school bag and only change into their CCA attire during lunch break. They are not allowed to wear their CCA attire from the start of the day unless special permission is granted (i.e., wearing Cub Scouts uniform for Scouts Founder's Day).

### **Transport after CCA sessions**

2. The school has engaged the services of a bus operator committed to providing a CCA bus for a fee on CCA days. After the school confirmation of your child's CCA day and time, please liaise directly with the bus operator latest by June 2026 to arrange for transport.

### **School Team or Representation for CCA in competitions**

- 3.1 The school adopts a "Character First in Sporting Excellence" approach towards our participation in any competition.
- 3.2 The school carefully selects and trains pupils in the offered school CCA programmes to participate in competitions sanctioned by MOE (i.e., National School Games (NSG) Competitions and Singapore Youth Festival (SYF) Competitions). These pupils undergo a selection process conducted by a team of teachers and coaches/instructors appointed by the school.
- 3.3 Pupils are selected for School Team or Representation based on the following "3C Criteria":
  - a. **Character:** They should display sportsmanship and display of the school values during competitions, during training and during curriculum time.
  - b. **Competency:** They should possess the skills required to compete in a high-performance competition.
  - c. **Commitment** to training: They should faithfully attend all the scheduled trainings.

- 3.4 The school makes the sole final decision on the outcome of selected players with consultation from the coaches. The same applies to all decisions made for the benefit of the team during the training and competition phase, which includes trials, team selection, line-ups, formations, roles and positions, tactics, etc.
- 3.5 Our coaches and instructors are obligated to communicate only to the school for all CCA or school team matters. All parents are to communicate directly with the staff of the school (teachers, HOD, P/VP) for any concerns they may have regarding the CCA or school team.
- 3.6 All supporters of school team players are reminded to maintain decorum and adhere to the Singapore Primary Schools Sports Council (SPSSC) Spectators' Creed.
- a. Be a Respectful Supporter – Applaud excellence and fair play. Appreciate the efforts of all athletes, teachers, coaches, officials and organisers.
  - b. Be a Motivator – Cheer to encourage and motivate. Care for athletes' well-being.
  - c. Be a Responsible Spectator – Keep the venue safe and comfortable for all. Keep the venue clean.
- 3.7.1 School Team or Representations for other NSG competitions that are not offered by the school CCA programmes will be selected via an open call registration followed by school endorsement and selection trials where necessary.
- 3.7.2 The school reserves the right to decline pupils who are deemed ineligible to participate and represent the school.
- 3.7.3 The list of other NSG competitions which qualify for open call registration is indicated in Table 2 below.

1.	Artistic Gymnastics
2.	Golf
3.	Sailing
4.	Swimming
5.	Taekwondo
6.	Track and Field
7.	Wushu

**Table 2: Other NSG Competitions not offered as CCA (not exhaustive)**

## CCA Schedules

Please note the tentative schedules found below.

**All Schedules (Days, Venues and Timings) are subject to change** at the discretion of the school due to potential changes in student intake numbers, availability of facilities and other circumstances.

### Performing Arts CCA

CCA	Schedule	CCA	Schedule
<b>Brass Band</b>	<u>Junior &amp; Senior</u> (P2-P5) <ul style="list-style-type: none"> <li>▪ Mon &amp; Thu 2.00pm to 4.30pm</li> </ul>	<b>Choir</b>	<u>Junior &amp; Senior</u> (P2-P5) <ul style="list-style-type: none"> <li>▪ Wed &amp; Some Mon 2.00pm to 4.00pm</li> </ul>
<b>Dance</b>	<u>Junior</u> (P2/P3/P4/new pupils) <ul style="list-style-type: none"> <li>▪ Wed 2.00pm to 4.00pm</li> </ul> <u>Senior</u> (P4/P5) <ul style="list-style-type: none"> <li>▪ Fri 2.00pm to 4.00pm</li> </ul>		

### Clubs & Uniform Group CCA

CCA	Schedule	CCA	Schedule
<b>Art Club</b>	<u>P3-P5</u> <ul style="list-style-type: none"> <li>▪ Thurs 2.00pm to 4.00pm</li> </ul>	<b>Chess Club</b>	<u>P3- P5</u> <ul style="list-style-type: none"> <li>▪ Thurs 2.00pm to 4.00pm</li> </ul>

## Clubs & Uniform Group CCA

CCA	Schedule	CCA	Schedule
<b>Cub Scouts</b>	<u>P3-P6</u> <ul style="list-style-type: none"> <li>Thurs 2.00pm to 4.05pm</li> </ul>	<b>Robotics Club</b>	<u>P5 (School Team)</u> <ul style="list-style-type: none"> <li>Mon 2.00pm to 4.30pm</li> </ul> <u>P6 (School Team)</u> <u>P4/P5</u> <ul style="list-style-type: none"> <li>Wednesdays 2.00pm to 4.00pm</li> </ul> <u>P4 (School Team)</u> <ul style="list-style-type: none"> <li>Thurs 2.00pm to 4.30pm</li> </ul> <u>P3/P6</u> <ul style="list-style-type: none"> <li>Thurs 2.00pm to 4.00pm</li> </ul>

## Physical Sports CCA

CCA	Schedule
<b>Badminton</b>	<u>P3/P6</u> <ul style="list-style-type: none"> <li>Mon 2.00pm to 4.00pm</li> </ul> <u>P4</u> <ul style="list-style-type: none"> <li>Wed 2.00pm to 4.00pm</li> </ul> <u>P5</u> <ul style="list-style-type: none"> <li>Fridays 2.00pm to 4.00pm</li> </ul> <u>School Team A</u> (P4-P5) <ul style="list-style-type: none"> <li>Mon, Tue &amp; Thu 2.00pm to 4.00pm</li> </ul>

## Physical Sports CCA

CCA	Schedule	CCA	Schedule
<b>Rugby</b>	<u>P3</u> <ul style="list-style-type: none"> <li>Mon 2.00pm to 4.00pm</li> </ul> <u>P4</u> <ul style="list-style-type: none"> <li>Thurs 2.00pm to 4.00pm</li> </ul> <u>Junior School Team (P4-P5)</u> <ul style="list-style-type: none"> <li>Mon &amp; Thu 2.00pm to 4.00pm</li> </ul>	<b>Tennis</b>	<u>P3</u> <ul style="list-style-type: none"> <li>Mon 2.00pm to 4.30pm</li> </ul> <u>P4</u> <ul style="list-style-type: none"> <li>Wed 2.00pm to 4.30pm</li> </ul> <u>P5</u> <ul style="list-style-type: none"> <li>Thurs 2.00pm to 4.30pm</li> </ul> <u>DS &amp; School Team</u> <ul style="list-style-type: none"> <li>Mon &amp; Thu 2.00pm to 4.30pm</li> </ul>
<b>Floorball</b>	<u>P3/P5/P6</u> <ul style="list-style-type: none"> <li>Mon 2.00pm to 4.00pm</li> </ul> <u>P4</u> <ul style="list-style-type: none"> <li>Tues 2.00pm to 4.00pm</li> </ul> <u>Junior &amp; Senior (P5 &amp; Some P4)</u> <ul style="list-style-type: none"> <li>Mon &amp; Thu 2.00pm to 4.00pm</li> </ul>	<b>Football</b>	<u>P3</u> <ul style="list-style-type: none"> <li>Wednesdays 2.00pm to 4.00pm</li> </ul> <u>P4 &amp; P5</u> <ul style="list-style-type: none"> <li>Mondays 2.00pm to 4.00pm</li> </ul> <u>Junior &amp; DS (P4-P5)</u> <ul style="list-style-type: none"> <li>Mon &amp; Thu 2.00pm to 4.00pm</li> </ul>

There are 12 different CCAs offered in SJI Junior. While CCA is not compulsory, every Josephian is encouraged to take part in CCA at least once in their primary school years as part of their holistic education in primary school.

Please go to our CCA Virtual Open House 2026 to find out more about the CCA programmes offered in our school!

<https://go.gov.sg/sjjccaopenhouse>



<https://go.gov.sg/sjjccaopenhouse>

# FREQUENTLY ASKED QUESTIONS (FAQs)

## **1. Is CCA compulsory?**

No. However, every Josephian is highly encouraged to take part in CCA at least once in their primary school years as part of their holistic education in primary school.

## **2. Can my child apply for more than one CCA?**

Each pupil of SJI Junior is only allowed to join one CCA per work year as CCA requires effort and commitment. The school seeks to ensure that its pupils can balance both CCA and academic studies. However, exceptions are made to pupils who are allowed to participate in one Performing Arts CCA (Band, Choir or Dance) and one other CCA.

## **3. My child is involved in a club training outside school. Can his participation be recorded as a CCA in the school report book?**

No. All participation in private or external activities not offered and/or endorsed by the school will not be recorded in the school report book.

## **4. My child has achieved medals, certificates and/or letters of commendation for his performance in a competition, grading and/or art performances outside school. Can his achievement be recorded in the school report book?**

No. All achievements in private or external activities not offered and/or endorsed by the school will not be recorded in the school report book. However, pupils are encouraged to keep a personal portfolio of all their external achievements.

## **5. My child is participating actively in private training with clubs, academies and/or organizations outside school. Can he represent the school for the NSG Competition?**

Our school has several sports CCA that actively participate in the NSG. For these sports CCA (Badminton, Bowling, Football, Floorball and Tennis), school players are only identified and selected from CCA. The school may conduct closed trials to further identify players for these sports.

For sports that are not offered as CCA but are represented at the NSG competitions (e.g., Swimming, Track & Field, Artistic Gymnastics etc.), the school will send an open call to all parents to register interest to send their

child to represent the school and participating in that particular NSG competition. The school will require proof of the students' competence in the sport (e.g., swimming timing, grading card, handicap, club and coach details, etc.) The school may at its discretion request further documentary proof and/or conduct further selection trials before accepting or rejecting any application.

**6. My child has selected a CCA and is representing the school in competition (e.g., Football). Can he also be selected by another CCA (e.g., Chess) to represent the school in a different competition?**

The school will consider it on a case to case basis. The school will exercise its discretion to accept or reject the special case.

**7. My child intends to apply for the Direct School Admission into Secondary Schools (DSA). Does he need to be part of the school CCA programme and can the school provide a testimonial to endorse his abilities?**

No, he is not required to be part of the school CCA programme in order to apply for DSA.

Your child's primary school information – such as his P5 and P6 academic results, Co-curricular Activities (CCA), school-based activities/ achievements/ awards – will be shared directly by MOE with the secondary schools that he applies to. You do not need to submit testimonials and hardcopy documents from the school. All external-based activities/ achievements/ awards can be submitted directly via the DSA application online portal.

**8. How do I withdraw my child from CCA?**

The school does not encourage withdrawals from CCA as it will affect the student's learning. However, for special cases (e.g., medical reasons), pupils can withdraw and/or be offered another available CCA that can be taken by that particular student. Parents must complete a CCA Withdrawal Form and submit to HOD PE/CCA via email or through the General Office.

**9. Can the school open a new CCA to cater to my child's interest and/or talent?**

The school offers a wide variety of CCA across the Visual and Performing Art, Sports, Uniform Group and Clubs. While we strive to accommodate and encourage the development and interest of each student in their CCA, we are not able to open additional CCAs without factoring additional manpower, space/venue, transportation and other resource constraints.

**10. I need further clarification on CCA matters. Who do I approach for more information?**

Please contact the following teachers for further clarifications:

**Mr Muhammad Fadly** | HOD (PE/CCA & Aes) | Muhammad\_fadly\_rohmat@moe.edu.sg

**Mr Syah Fidzuan** | SH (PE/CCA) | syah\_fidzuan\_abdul\_rahim@moe.edu.sg

CCA	Teacher-in-charge	Email
Art Club	Mr Anthony Tan	anthony_noel_tan@moe.edu.sg
Brass Band	Ms Siti Aidah	siti_aidah_md_amin@moe.edu.sg
Choir	Ms Abelin Cheong	cheong_guifang_abelin@moe.edu.sg
Dance	Mrs Marimuthu	arasi_s@moe.edu.sg
Cub Scout	Ms Wang Jia Bao	wang_jiabao@moe.edu.sg
Chess Club	Ms Choo Shiao Tze	choo_shiao_tze@moe.edu.sg
Robotics Club	Mrs Jean Toh	ngan_kwan_siang@moe.edu.sg
Badminton	Mdm Caroline Chan	caroline_chan_kum_mei@moe.edu.sg
Floorball	Mr Mohamed Tahir	mohamed_tahir@moe.edu.sg
Football	Mr Ariel Chow	chow_zhixian_ariel@moe.edu.sg
Rugby	Mr Syah Fidzuan	syah_fidzuan_abdul_rahim@moe.edu.sg
Tennis	Mr Philip Muthiah	muthiah_philip_j_jeyakumar@moe.edu.sg