

MESSAGE FROM THE CAMPUS PRINCIPAL



At Matrix Global Schools, we are very fortunate to have the space and the facilities to allow us to conform to the SOP recently released by the Ministry of Education. **Starting on Wednesday 24th June, we will be welcoming back our Form 5 students** according to the directive from the Ministry of Education.

Once we can see how well these students adjust to our new SOP in school, we will be **planning to welcome our IGCSE examination class of Year 10 the following week**. A letter to all Year 10 students will be issued once we are able to confirm their return to school. **As for the rest of the school, please be assured they will be allowed to return in stages.**

We acknowledge your concerns but we are bound by the directive from the Ministry of Education, and can therefore only operate within the guidelines imposed. We will provide you with more information as soon as any further announcements are made. For now, online teaching and learning will continue as normal.

While the school awaits the green light to reopen its doors, our team of cleaners and maintenance personnel have been working full force to ensure that all the buildings, facilities, furniture and equipment are maintained to pristine condition and cleaned up and sanitised for effective use by staff and students upon their return. The Management team had also met to discuss ways and means to ensure that students stay safe and healthy when in school and all staff members will soon be briefed on the new SOP issued by the Ministry of Education. We will be sharing a video on the new procedures that we have put in place to ensure the safety and wellbeing of your children when they return to school.

For now, we would like to share with you some of the general procedures that will be in place for all students when school starts:

Drop off & Pick up

Students will be dropped off at the lobby of respective schools. However, pick up will be from different designated places as follows:

- Early Years - MIS 1 lobby
- MIS Primary - MIS 1 lobby
- MIS Secondary - MIS 2 lobby
- MPS Primary - MPS lobby
- MPS Secondary - Covered walkway behind the Grandstand

In school

Once in school, students and staff will have to abide by the following procedures:

- temperatures will be recorded every morning and students with high temperatures will be sent home or to the sick bay to wait for their parents to pick them up.
- students will clear their lockers and carry their daily books with them according to their timetable, as we would like to discourage unnecessary movement and contact that happens when lockers are used.
- all classes will be in the same classroom as far as possible except when there is a need to use specialist rooms like laboratories, art studios, music rooms, workshops, cookery rooms and/or elective specific rooms.
- all students will be required to walk along the corridors and stairways by keeping strictly to the left (markers are placed along corridors indicating designated lanes)
- for morning or lunch breaks, students will queue for their orders based on markings drawn on the canteen floor (keeping 1m distance between students) and will also seat themselves in the prearranged tables in the canteen with the necessary distance.
- there will be no Physical Education (PE), CCAs or school assemblies in the auditorium until further notice. Virtual assemblies will be aired weekly to every class.
- hand sanitisers will be available in all classrooms, specialist rooms, canteens, toilets and the lobbies. Students will be expected to sanitise their hands before entering any room.

Finally, we would like to thank you for your continued support and please rest assured that your children's health and safety is of utmost importance to us and the staff, and we are all looking forward to welcoming all of them back soon!

Note: These SOP are what we have put in place for the opening of school. In the course of implementing them, they may be adjusted and amended to make them more practicable for our students, staff and parents.



Designated area for MPS Secondary students' pickup which can be accessed from MPS LG parking area.

校长寄语

金群利学校一直以来以宏伟的建筑与宽广的空间见称。而今，本校已根据教育部复课标准作业程序指南进行各种安排，原有的空间更有利于我们实行指南中的各项指示。教育部刚宣布中五学生能在6月24日（星期三）复课。倘若返校的中五生能适应所有的标准作业程序，IGCSE的考生，即国际部的十年级亦会在接下来的一周复课。一旦确认十年级生亦能复课时，本校定将尽速发函通知十年级学生。本校理解其他年级亦想尽早返校，然而我们必须严守官方指示。其他年级将会逐步返校学习。若接收到最新资讯，本校将尽速与您分享。目前，所有的网上教学活动仍照常进行。

在等待复课指示的当儿，我们的清洁工人、校工已回到各自的岗位上报到，以确保建筑、设施、桌椅、器材等都处于理想的情况。此外，它们亦须经过一番清理与消毒以供教职员与学生返校时能安心使用。本校高层已商讨学生在校期间将实行的各项措施，全体职员也将需理解并掌握教育部发出的标准作业程序。另，在私立部中五复课（6月24日）前，本校将会与大家分享各种到校时须遵守的标准作业程序之视频。

以下为复课时将实行的一般程序：

1. 接送地点

抵校的学生将会在各校的大厅下车。而离校时，不同年级的学生将被分配到个别候车区，详情如下：

- 学前班：MIS 1 大堂
- 国际部小学：MIS 1 大堂
- 国际部中学：MIS 2 大堂
- 私立部小学：MPS 大堂
- 私立部中学：MPS 底层停车场

2. 在校措施

教职员与学生皆须遵守以下各项程序：

- 所有人的体温将会被记录。体温过高的孩子将需被接送回家或在保健室等待家长接送。
- 学生将需清空各自的置物柜并根据时间表去整理当天所需使用的书本，此举将有助于减少使用置物柜时常出现的不必要走动与接触。
- 所有的课将尽可能在同样的课室进行，除非该课需要使用特定的空间，如：实验室、美术室、音乐室、烹饪室等。
- 在走廊与楼梯间，学生需靠左行走（所有的走道已贴上相应的指示）。
- 小休或午餐时间，学生将会根据指示排队买食物（保持一米距离），再根据座位指示享用各自的餐点。
- 暂时并无体育课、课外活动、或需在礼堂进行的周会，直至另行通知为止。而虚拟周会将会在班上每周同时播放。
- 课室、食堂、洗手间、大厅将提供免洗消毒液。进入任何地方或空间时，学生需事先消毒双手。

教育部刚宣布中五学生能在6月24日（星期三）复课。本校理解其他年级亦想尽早返校，然而我们必须严守官方指示。其他年级将会逐步返校学习。若接收到最新资讯，本校将尽速与您分享。目前，所有的网上教学活动仍照常进行。

最后，本校衷心感谢各位的支持，而孩子的健康与安全将是全校同仁至为重视的。期待各位返校的日子！

备注：本校将落实所有的复课标准作业程序，惟实行时或会进行调整或更动以确保其实用性。

PESANAN PENGETUA KAMPUS

Antara kebanggaan utama kami di Matrix Global Schools adalah kampus yang luas dengan bangunan besar yang tersergam indah dikelilingi tumbuh-tumbuhan hijau yang amat mencirikan. Setelah menerima dan meneliti Garis Panduan Pengurusan Pembukaan Semula Sekolah daripada Kementerian Pendidikan Malaysia (KPM), kami amat bersyukur dan lebih menghargai keluasan kawasan sekolah ini kerana dengan kelebihan ini kita mampu untuk melaksanakan *Standard Operating Procedure (SOP)* seperti yang ditetapkan bagi menyambut semula kehadiran pelajar-pelajar Tingkatan 5 yang akan kembali pada hari Rabu, 24 Jun nanti. Kami juga bercadang untuk menerima semula kehadiran calon-calon IGCSE di Tahun 10 pada minggu yang berikutnya. Notis pengesahan akan dikeluarkan kepada pelajar-pelajar Tahun 10 apabila hal ini disahkan dalam sedikit masa lagi.

Kami memahami kekusaran tuan puan mengenai keperluan pelajar-pelajar lain kembali ke sekolah juga. Namun, kami perlu akur kepada garis panduan yang ditetapkan oleh KPM bahawa pembukaan sekolah kepada pelajar-pelajar lain akan dilakukan secara berperingkat. Kami akan memaklumkan pihak tuan puan setelah kami menerima pengumuman selanjutnya mengenai hal ini. Buat masa ini, pengajaran dan pembelajaran di atas talian akan diteruskan seperti biasa.

Pasukan petugas penyelenggaraan dan pembersihan sekolah telah bertungkus lumus menjalankan tugas mereka sebelum garis panduan tersebut dikeluarkan. Mereka telah memastikan bangunan-bangunan, kelengkapan dan peralatan sekolah diselenggara dan dibersihkan dengan sepenuhnya bagi kegunaan warga sekolah dan pelajar apabila sekolah dibuka nanti. Pihak pengurusan sekolah juga telah bermesyuarat tentang prosedur operasi yang optimum untuk memastikan keselamatan dan kesejahteraan pelajar-pelajar serta seluruh warga MGS. Taklimat dan rakaman video mengenai garis panduan ini akan dikongsikan sebelum sekolah dibuka semula bagi

Di sini, kami ingin kongsi prosedur-prosedur utama yang akan dijalankan kelak:

1. Menghantar dan Mengambil Pelajar

Pelajar-pelajar boleh dihantar ke lobi sekolah seperti biasa, tetapi lokasi pengambilan adalah seperti berikut:

- Prasekolah – Lobi MIS 1
- MIS Rendah – Lobi MIS 1

- MIS Menengah – Lobi MIS 2
- MPS Rendah – Lobi MPS
- MPS Menengah – Berhampiran astaka (granstan)

2. Semasa di Sekolah

Pelajar-pelajar dan warga sekolah perlu mematuhi prosedur seperti berikut:

- Suhu badan akan diambil dan direkod pada setiap pagi dan sekiranya didapati bergejala, pelajar-pelajar akan dihantar pulang atau diasingkan dalam bilik sakit sementara menunggu ibubapa / penjaga membawa mereka pulang.
- Pelajar-pelajar akan mengosongkan loker-loker dan perlu membawa buku-buku mereka mengikut jadual waktu yang ditetapkan untuk mengelakkan pergerakan dan sentuhan.
- Semua pembelajaran akan diadakan di bilik darjah yang sama kecuali bilik-bilik khas seperti makmal, studio lukisan, bilik muzik, bengkel, bilik masakan / bilik subjek elektif.
- Para pelajar dikehendaki bergerak menggunakan laluan dan tangga yang ditetapkan dengan mematuhi tanda penjarakan sosial seperti yang ditetapkan.
- Para pelajar dikehendaki beratur di kantin untuk membeli makanan mengikut tanda penjarakan sosial yang disediakan dan akan duduk di meja yang ditetapkan sewaktu makan.
- Aktiviti Pendidikan Jasmani, kokurikulum atau perhimpunan di auditorium tidak akan dilaksanakan sehingga makluman lanjut diterima. Perhimpunan secara maya akan diadakan setiap minggu mengikut kelas masing-masing.
- Pensanitasi tangan akan disediakan di semua bilik darjah, kelas subjek khas, kantin, tandas dan lobi. Para pelajar dikehendaki mensanitaskan tangan sebelum masuk ke mana mana bilik darjah.

Akhir kata, kami ingin mengucapkan ribuan terima kasih kepada tuan puan atas sokongan padu diberikan kepada pihak sekolah dan yakinlah bahawa kami akan memberi keutamaan sepenuhnya terhadap penjagaan kesihatan dan keselamatan anak tuan puan serta warga sekolah. Kami tidak sabar menunggu kehadiran mereka ke sekolah semula.

Nota: Prosedur yang dinyatakan di sini tertakluk kepada pindaan mengikut kesesuaian.

How We are Keeping the MGS Campus Safe and Secure



PREPARATION PRIOR TO SCHOOL OPENING



Sanitisation of all surfaces



Putting up informational posters and reminders



Distanced class seating arrangement



Foot Press Sanitiser placed around campus



Movement, standing and seating spots are marked across campus including inside of the elevators and in the canteen.

REQUIREMENTS TO ENTER THE CAMPUS

- Wearing masks is a must
- Records of all entering the premise
- Temperature Screening



LET'S DO OUR PART TO KEEP MGS SAFE



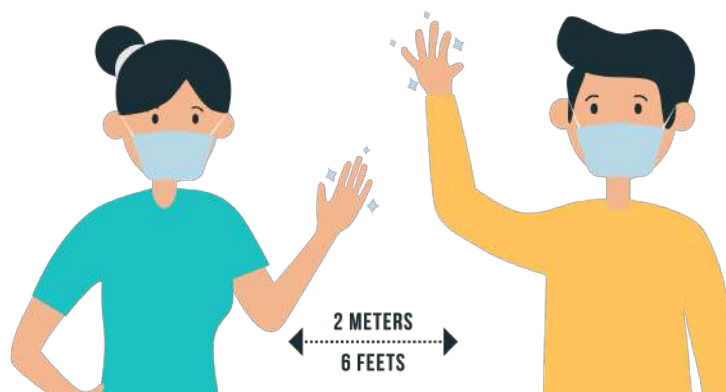
Use Mask



Wash Hands



Social Distancing



Preparation for boarders' return to MGS Boarding House

As Form 5 students are allowed to return to school in two weeks time, the MGS Boarding House Parents and their remaining foreign friends are thrilled to be receiving them on Tuesday, 23 June. Procedures and protocols have been devised to ensure the students remain healthy and safe so they can focus fully on preparing themselves for their Sijil Pelajaran Malaysia examinations.



Among the SOP put in place are:

- Upon entering the Boarding House after school, boarders are required go through the temperature checking station. As per the new norm, 1 meter social distance must be applied while waiting for their turn.
- Next, boarders are required to wash their hands with soap at the Ground floor washroom or pantry
- They would then need to queue for the elevator to go up to their floor. Based on the space of the elevator, only 2 people are allowed per trip.
- Upon reaching their floor, boarders must immediately take a shower before collecting their devices.
- Dinner will be separated into 2 time slots. Girls will be taking their meals from 6:00pm to 6:30pm, while the boys from 6:30pm to 7:00pm. Boarders are requested to eat alone at tables provided. Boarders will be monitored to wash their hands with soap before and after each meal. Laundry must also be sent during dinner time.
- Prep time will be separated as well with the boys having their prep in LG while girls will use the 3rd floor. Only two boarders are allowed to study at one table. Regretfully, group discussion will not be allowed to ensure social distance.
- Additionally, bedroom arrangements have been changed to allow 1 boarder in a 4-bedded room and 2 boarders in a 6-bedded room. A quarantine room has also been prepared on the Ground Floor should there be any boarders who fall ill.
- In the morning, boarder's temperature will be taken at G floor to ensure that they are healthy to go to school. The Boarding House Parents will also make sure the boarders wear face masks to school.



MIS SECONDARY Keeping the Talent Alive!

Key Stage 3 and 4 students took an active role in their learning beyond academics by participating in the Matrix Got Talent challenge to earn house points! The assignment was devised to encourage students to work on their anxiety to perform in front of live audience by first practicing with pre-recorded performance. Below are the talented students who have been awarded house points for this week:



Anime inspired drawing by
Tan Jian Hong, Year 10



Motivational song 'Pain' by
Tharsika Prushotman, Year 10



Magic trick by
Ethan Siow, Year 8



by Dr. Kalesware Muniandy
MPS Secondary Teacher (Physics & Science)
Programme Leader for CICTL & CIDTL

Teacher's Insight on How to become a Successful Online Learner

Learning might not sound stress-free as it requires lots of effort be it at home or at school. With the movement control order in place, we have to adopt new norms when it comes to everything we do from now onwards. What more when we speak of education. Remote learning is not easy as it utilises most of your energy leaving you exhausted at the end of day. I would like to start with this quote from Albert Einstein:

"Most teachers waste their time by asking questions that are intended to discover what a pupil does not know, whereas the true art of questioning is to discover what the pupil does know or is capable of knowing."

How to become a successful online learner? Here are some tips for you!

First and foremost, we must **communicate with peers or teachers often** through writing or if you prefer you can communicate verbally. We should keep in touch with teachers asking

questions to clarify our doubts or we can share our ideas and opinions concerning subjects with our peers. Effective communication is indeed a powerful weapon of success to warriors like us. Problems will be solved when we discuss through it openly. Hence, speak to your teachers and give suggestions if you need.

Secondly, **time management** really helps when it comes to completing tasks, projects or assignments online. Hence, we should prepare a daily schedule for us to strictly follow. This enables you to meet your learning requirements and outcomes apart from giving yourselves an opportunity to progress throughout your learning process.

Thirdly, we have to **keep ourselves updated with the latest digital learning technologies** or tools be it used by our teachers or something that we would like to recommend to our teachers to use.

Fourthly, as **independent learning** strategies assist you as well, occupy certain periods of time to explore in depth the topics covered through online learning by doing any form of reading. You could watch a video, read an article, listen to audio texts or even try some computer simulations provided you are comfortable with the method that you have chosen to further experience your learning.

Finally, be **self-motivated and self-disciplined** with regard to your learning as you care more about yourselves than anyone else. Attend all the live sessions, participate actively in all the lesson activities, complete all the tasks, be intuitive, be responsive, be curious and always believe in your capabilities and strength.

Seeking Knowledge ; Opening Minds