

Dear Parents / Guardian,

CCA Policy

CCA is **compulsory** for **Pri.4 to Pri.6** boys. For **Pri.2 and Pri.3** boys, CCA is **optional**. CCA is **not open to Pri.1 pupils**.

For further information, please click on the following documents

1. [CCA Handbook](#)
2. [CCA Particulars & Schedule](#)
3. [CCA Membership Quota](#)
4. [Guide for CCA Online Registration](#)
5. [Performing Arts CCA Auditions](#)

More comprehensive details of the CCAs (e.g. CCA Teachers' email addresses, fees payable etc.) can be found on the school website at www.acsj.moe.edu.sg

CCA Online Registration

Registration for CCA is via the **MC Online Portal, www.mconline.sg** (Refer to the guide provided).

The online registration will **open at 1500h on Thursday 4 January 2018 and it will close at 2200h on Sunday 7 January 2018**. Please ensure that a valid working email address is entered during registration. If you encounter problems with the online registration, please email cca@acsjunior.sg.

CCA Selection

Each boy from Pri.4 to Pri.6 is entitled to register for one CCA. Boys from Pri.2 and Pri.3 may also opt to sign up for a CCA. Boys who are registering for a CCA must select 3 choices in rank order. Should they fail to secure their 1st choice, they will be considered for their 2nd CCA choice option etc. **Boys who are presently in the school team of their respective CCAs have to register that CCA as their 1st choice online.**

Priority will be given to returning members who choose the CCA as the 1st choice. Assessment (if the CCA is skill-based) or balloting will be conducted if the number of boys who request to join a particular CCA is oversubscribed (after the intake of returning members who have chosen that CCA as their 1st choice). In the event Pri.4 to Pri.6 boys are unsuccessful in all of their 3 choices, the PE/CCA Department will help them find an alternative CCA. Please note that **no changes will be allowed to the 3 choices after the online registration deadline.**

Second CCA

Boys who wish to sign up for another CCA (which does not clash in timing with the 1st) can only do so **after the results of the online registration are out**. Parents will have to **email the Teacher i/c of the CCAs which still have vacancies** only after the results of the online registration are out to make the request. The Teacher i/cs and their email addresses can be found on the school website. Any requests made before that will not be entertained. Please note

that acceptance to join the CCA is subject to availability of places in that CCA after the first round of registration. Priority will not be given to returning members who wishes to participate in the CCA as their 2nd CCA. Assessment (if the CCA is skill-based) or balloting will be conducted in the event that the number of boys who request to join the CCA as a 2nd CCA is more than the number of places available.

External CCA (applicable for P4 to P6 boys only)

P4 to P6 boys who wish for their competitive training in a sport outside school to be recognised as a CCA are required to submit an official letter from the club/association to the HOD PE/CCA by 5 January 2018, stipulating their training days and times (at the competitive level at least 4 times a week). The sport has to be an individual sport (e.g. Swimming) that is sanctioned by the Singapore Primary Schools Sports Council as well as recognised by the school. Each request is subject to the HOD PE/CCA's approval. Once HOD PE/CCA has given her approval and endorsement, the boys need not register for a CCA in the school. However, they will have to submit their monthly attendance sheets (endorsed by his coach or club) to her via the Reception at the end March, June, September and November.

Parents of Pri.4 to Pri.6 boys who fail to register by 2200h on Sunday 7 January 2018 will need to register directly with the Teacher i/c of the CCAs which still have vacancies after the CCA results are announced.

Only online registration via the MC Online Portal will be considered. Any other forms of registration requests (e.g. emails and verbal requests) will not be entertained.

Thank you
The PE/CCA Department