Friend of SINGA

SPED InfoGuide

ABOUT FRIEND OF SINGA 2022

Introduced in 1990, the Friend of Singa (FOS) programme began with the purpose of cultivating desirable behaviours and values in students. Building on the notion "Choose _____, Choose Kindness", the 32nd edition of FOS seeks to empower students to be active Agents of Kindness, in contributing beyond themselves and the betterment of their schools and community.

By participating in the FOS programme, a school indicates their commitment to deliver a Kindness project or initiative and will be recognised as a Friend of Singa school at the end of the year at our Kindness Awards Ceremony.

The theme for FOS 2022 (SPED) is: "Choose _____, Choose Kindness."

OVERVIEW

1

FOS STUDENT NOMINATION
Dec – Jan

Select student ambassadors for FOS Participation
*no maximum limit on number of students

2

FOS REGISTRATION
Dec – End Jan

Register at fos.kindness.sg

3

IDEATION
Jan – Mar
Selected students and teachers to ideate for FOS project proposal

4

PROPOSAL SUBMISSION
By 31st March

Teachers may submit earlier

OVERVIEW

5 PROPOSAL APPROVAL
31st Mar – 9 Apr

6 PROJECT EXECUTION AND REPORT WRITING
APR - AUG

7 REPORT SUBMISSION
By 31st Aug

* Late submission will not be considered

8 KINDNESS AWARDS CEREMONY
November

Awards in recognition of nominated FOS student ambassadors

TIMELINE ⏰

1 FOS STUDENT NOMINATION

Interested schools to nominate students to participate in the programme between Dec 2021 – till end Jan 2022.

Kindly note that:
No maximum limit on number of students per project group

2 REGISTRATION

Kindly log on to fos.kindness.sg to register. The deadline for registration is 31st January 2022.

Kindly note that, there will be no FOS workshop for SPED

3 IDEATION

Selected students and teachers are to ideate on their FOS project and may take into consideration of SKM's recommended topics below:

1. Personal and Social Responsibility
2. Appreciation and Respect
3. Understanding Diversity

TIMELINE

SUBMISSION OF PROPOSAL

4

Proposal to be uploaded via unique oneDrive link. Links will be shared with teachers after FOS registration.

Kindly notify SKM upon submission at adeline@kindness.sg

Proposal Requirements (refer to template):
- Proposal should address the FOS theme

- Proposal should seek to reach out to the school community

- Proposal should strive to be creative and sustainable

SKM funding details:
- Each school is entitled up to $200 of reimbursement in total

- Not more than 40% of the $200 may be spent on items for donation / giveaways.

- Reimbursement will only be available in cash, 3 months after the report submission deadline

PROPOSAL APPROVAL

5

Proposal will be approved 1 – 2 weeks after submission. Teachers will receive an update on their projects via email.

TIMELINE

6 PROJECT EXECUTION

Once the proposal has been approved, students are to embark on their projects between April to August.

Projects should:
- Make an impact on graciousness within the school community

- Creative and Engaging

- Document with photos / videos (quality not quantity)

- Cost Efficient and Sustainable

7 REPORT WRITING

Reports should contain (refer to report template):
1. Name of teachers, students and school

2. Project Title

3. Short Project Description

4. Project Activities

5. Project Evaluation

TIMELINE

8 PROJECT SUBMISSION

Deadline for submission: 31 August 2022, Wednesday

Report to be uploaded via the school's unique oneDrive link

Documents submitted:

❑ Report of Project

❑ Claim form with school stamp and attached photocopy/photos of original receipts (if applicable)

❑ Documented photo files / final video work (if applicable)
   ** Do not attached photos within word doc or pdf

❑ High-resolution school logo

9 KINDNESS AWARDS CEREMONY
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FRIEND of SINGA

FOS General Enquiries

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singapore **kindness** movement

Visit us @ kindness.sg