



**Singapore Chinese Girls' School
Values In Action (VIA) Programme
Handout for Individual VIA with External Organisation**

Name (as in class list)				Index No	
Name/ Title of VIA		Date of VIA activity (start date) (dd/mm/yy)	Class (year of VIA activity)	
Name of Partner Organisation		Date of VIA activity (end date) (dd/mm/yy)	No. of VIA Hours	
Please provide supporting document(s) from the organization to verify the above information.					

Guidelines for Choosing Partner Organisations

The teachers-in-charge and the pupils should ensure that the following questions are considered in making the right decision on the choice of service recipient of the class.

1 Is the potential partner organisation of your choice a registered **Charity** or **Institutions of Public Character**? You may check its status at <https://www.charities.gov.sg/>

a) **Charities** are organizations set up exclusively for any of the following charitable objects:

- relief of poverty,
- advancement of education,
- advancement of religion, or
- other purposes beneficial to the community, such as:
 - i. the advancement of health;
 - ii. the advancement of citizenship or community development;
 - iii. the advancement of arts, heritage or science;
 - iv. the advancement of environmental protection or improvement;
 - v. the relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantages;
 - vi. the advancement of animal welfare; and
 - vii. the advancement of sport, where the sport advances health through physical skill and exertion.

b) **Institutions of a Public Character (IPCs)** are non-profit or not-for-profit organizations. Majority of the IPCs are charities, and the rest are sports associations. Only those organizations which are conferred the approved IPC status are authorized to receive tax-deductible donations (i.e. donors are given tax-deduction for donations made to these organizations)

2 Have the Teachers or pupil representatives spoken to a **Liaison Officer** from the potential partner organization and found out that there are **real recognized needs** that have to be addressed?

3 Has it been **easy to contact and discuss matters** with the Liaison Officer from the potential partner organization? Is he/she quick and prompt with replies? Is the Liaison Officer **consistently the same person** or do you always speak with a different person every time an enquiry is made?

4 Have there been any negative news reports about the potential partner organization regarding **safety** and/or **governance** issues?

5 Will it be **reasonably convenient** and **safe** for the Teachers and pupils to make their way down to the service site and back?



**Singapore Chinese Girls' School
Values In Action (VIA) Programme
Student Reflection**

It is important to reflect on what we have accomplished and learned from the VIA project. Being reflective allows us to improve on the next VIA project we embark on.

State 3 values which contributed to the success of your VIA project.

- 1
- 2
- 3

Describe the impact of your VIA project on addressing the needs of the organisation.

Reflect and pen down one significant learning point from this VIA project.

*"From what we get, we can make a living; what we give, however, makes a life."
Arthur Ashe, Athlete*

Feedback from Partner Organisation

Dear Sir/Madam,

Kindly give your objective comments about our pupil involved in the Values in Action Programme so that they may learn from their experience.

Thank you!

<i>Descriptor</i>	SD* (1)	D* (2)	A* (3)	SA* (4)
1. The pupil was able to carry out the assigned tasks well.				
2. The pupil showed enthusiasm and put in effort in her service.				
3. The pupil was open to suggestions and feedback so that she can better serve others.				
4. There were meaningful interactions between the pupil and organisation's beneficiaries/staff.				
5. I would like SCGS pupils to contribute to our organization through similar activities again.				

Any other feedback:

.....

.....

.....

.....

.....

Name of Representative: _____

Email address of Representative: _____

Signature of Representative & Date: _____

Organisation Stamp

Thank you for your input. Should you have any other comments or feedback, please feel free to email:- **Mdm Cui Hailan**

cui_hailan@moe.edu.sg

*SD=Strongly Disagree; D=Disagree; A=Agree; SA=Strongly Agree