



中華基督教會桂華山中學  
THE CHURCH OF CHRIST IN CHINA KWEI WAH SHAN COLLEGE

地址 ADDRESS : 香港北角雲景道 62 號 62, Cloud View Road, North Point, Hong Kong 電話 TEL : 2571 1285  
傳真 FAX : 2807 0085 網頁 WEB : <http://www.ccckws.edu.hk> 電郵 EMAIL : [mail@ccckws.edu.hk](mailto:mail@ccckws.edu.hk)

**Notice (2017/2018) No. 4**  
**(S.1 ~ S.6)**

In the beginning of a new school year, there are many important issues. Please be informed of the following:

**1. Lunch Period**

In accordance with the school rules, all students are required to stay in school during the lunch period.

**2. Concerns for Physical Education Lesson**

**(i) Participation in Physical Education**

As Physical Education is part of the Key Learning Area of the school curriculum, students are required to take part in Physical Education lessons. Students who cannot do so are required to provide the school with a medical certificate from a registered medical practitioner.

The medical certificate must be handed in to the student's class teachers on or before 6<sup>th</sup> September, 2016 (Wednesday) so that special arrangement can be made. Any changes in students' health must be reported to the school immediately.

**(ii) Requirement of Physical Education Uniform**

Students are required to wear the designated Physical Education uniform (Refer to Pages 11 to 14 of the student handbook). For standardization, students must follow the school rules. Any violation of the rules for five times in a term will be subject to disciplinary action.

**3. Collection of Medical History of Student**

**(i) Purpose of Collection**

As suggested by the Education Bureau, our school has to keep a record of student medical history so that we can provide appropriate assistance if needed. It is important for parents to provide the school with sufficient information about their child's medical history so as to prevent any unnecessary accidents from happening in Physical Education lessons or other extra-curricular activities.

Personal data collected from your child is only used for handling matters related to his/her health and safety. Though the provision of such data is done entirely on a voluntary basis, insufficient information may prevent the school from fully understanding your child's medical history. The school may not be able to provide proper assistance to him/her in case of an accident.

**(ii) Access to Personal Data**

According to the Personal Data (Privacy) Ordinance, parent/guardian has the right to access and correct the data provided. Please contact the school if needed.



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**4. Permission of the use of creative work, photos and video clips taken during students participation in learning activities**

Our school is now working with the Education Bureau, educational institutions and various government departments to conduct different research studies in learning and teaching. In the collaborative process, our school have made a compilation of your child's learning and work. To share a range of excellent exemplars of learning and teaching with fellow colleagues in the education community and to affirm the concerted effort made by teachers and students in the learning process, our school will disseminate selected exemplars on the website, in the Education Bureau publications, in newspapers and magazines, in teacher networking activities, exhibitions, and teacher sharing sessions to offer support among fellow colleagues and promote related research in learning and teaching.

We hereby ask for your consent to let us use the photos, video clips and work with your child's participation. Please complete the reply slip and return it to the class teacher.

**5. School Bus Service**

To enable students to have sufficient time for the morning reading session and school activities, the school will provide school bus service in the morning. Details are as follows:

Date:	11th September, 2017 (Monday) to 11th July, 2018 (Wednesday) (including all school days, uniform test days and exam days)
Pick up location:	King's Road, near Fortress Hill MTR Station Exit A (Opposite of Seven Seas Shopping Centre)
Departure time:	7:30 a.m.
Annual fee:	HKD \$300

If your child is interested in applying the school bus service, please complete the reply slip and return it to the class teacher. Application results will be announced on 7th September, 2017 (Thursday). Successful applicants are required to pay the bus fee with the confirmation letter to the school office on 8th September, 2017 (Friday).

Note: For new Secondary One students who have already completed the application process during the summer holiday, the school bus service will be commenced on 1st September, 2017 (Friday).

**6. Mimeograph / Photocopying Fee**

In the academic year 2017/2018, the mimeographing / photocopying fee for S.1 to S.6 teaching materials (i.e. lecture notes and worksheets) are as follows:

Mimeographing:	\$0.2 / sheet
Photocopying:	\$0.3 / sheet (double sided copying is counted as 2 sheets)

**7. Student Union Fee**

All students are required to pay \$20 for the Student Union annual fee. Please hand in the fee to the class teacher on or before 6th September, 2017 (Wednesday).



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### 8. 2017/2018 Air-conditioning Fee

All students are required to pay \$300 for the air-conditioning fee and it will be collected in October 2017 through the Electronic Payment System.

### 9. Student Financial Assistance

Type	Target students	Application method / Remarks
School Textbook Assistance Scheme	All students	<ul style="list-style-type: none"> <li>For those who have already applied, please submit the “Eligibility Certificate” on or before 8<sup>th</sup> September, 2017 (Friday) to class teacher.</li> <li>For those who intend to apply, please proceed to the School Office for an Application Form and return the completed Form to the School Office.</li> </ul>
Student Travel Subsidy Scheme		
Subsidy Scheme for Internet Access Charges		
Grantham Scholarships Fund	S.4 to S.6 students	<ul style="list-style-type: none"> <li>For those who intend to apply, please proceed to the School Office for an Application Form and return the completed Form to the School Office on or before 8<sup>th</sup> September, 2017 (Friday).</li> </ul>
Hong Kong Jockey Club Life-wide Learning Fund	Students receiving Comprehensive Social Security Assistance (CSSA) / Full Level of Assistance / Students in need of Financial Assistance	<ul style="list-style-type: none"> <li>For those who intend to apply, please proceed to the School Office for an Application Form and return the completed Form at least 3 working days before the deadline for enrolment of the activity.</li> </ul>
Other Educational Provider Subsidy Scheme or Living Allowance	All students	<ul style="list-style-type: none"> <li>Please refer to the relevant poster(s) or leaflet(s) on the School Bulletin Board.</li> </ul>



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### **10. Education Sunday arrangement and holiday**

“Working hand in hand to nourish fruitful life and witness Jesus’ love” is the mission of The Church of Christ in China. In order to teach students more about Christian beliefs and enrich their learning experience, every year all students will join a sermon and on that day, all students must be in his / her full summer uniform. Details are as follows:

Date	Classes	Gathering time and venue	Dismissal time and venue
17/09/2017 Sunday	All 1K, 1S, 2K, 3K, 4K and 5K students	9:30 a.m. Exit A1, outside the North Point MTR Station	Around 12:35p.m. at Man Nan Church (North Point)

18th September, 2017 (Monday) is a holiday after Education Sunday and students need not go to school on that day. Should you have any further enquiries, please contact our Assistant Principal Ms. Emily Cheung at 2571 1285.

### **11. The day following National Day**

The day following National Day on 2nd October, 2017 (Monday) is a public holiday and students need not go to school on that day.

### **12. The day following Mid-Autumn Festival Holiday**

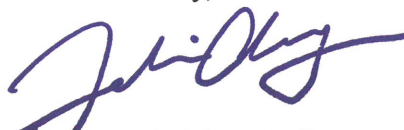
The day following Mid-Autumn Festival on 5th October, 2017 (Thursday) is a public holiday and students need not go to school on that day.

### **13. Enquiries**

Should you have any further enquiries, please contact the School Office at 2571 1285 during office hours.

Yours sincerely,



  
 Dr. Cheng Lai-lam, Felix  
 Principal

Remarks: Please sign the reply slips and return them to class teacher on or before 6th September, 2017 (Wednesday).

#### **Bible quote of the month:**

Blessed are the peacemakers, for they will be called sons of God. (Matthew 5:9)



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**Reply Slip**

(Please hand in this Reply Slip to your class teacher)

Date: \_\_\_\_\_

To whom it may concern,

Particulars
<p>I acknowledge the matters stated in Notice (2017/2018) No. 4 and will comply with the school arrangements.</p> <p>(Please put a ✓ in the appropriate boxes)</p>
<p><input type="checkbox"/> I give permission for the school to share the photos, the video clips and the creative work with my child's participation in learning activities on the website / in the Education Bureau publications, in newspapers and magazines, in teacher networking activities, exhibitions and teacher sharing sessions.</p>
<p><input type="checkbox"/> I do not give permission for the school to share the photos, the video clips and the creative work with my child's participation in learning activities on the website / in the Education Bureau publications, in newspapers and magazines, in teacher networking activities, exhibitions and teacher sharing sessions.</p>
<p><input type="checkbox"/> I wish to apply for the school bus service.</p>
<p><input type="checkbox"/> I do not wish to apply for the school bus service.</p>

Signature of Parent/Guardian: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Class: \_\_\_\_\_ Name of Student: \_\_\_\_\_ No: \_\_\_\_\_



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**REPLY SLIP****Physical Education (PE) Lessons**

(Please hand in this Reply Slip to your class teacher)

Date: \_\_\_\_\_

To whom it may concern,

(Please put a ✓ in the appropriate box)

<input type="checkbox"/>	My child is able to participate in PE lessons
<input type="checkbox"/>	My child is not able to participate in PE lessons. Relevant medical certificate is attached.
<input type="checkbox"/>	Please exempt my child from participating in PE lessons from _____ to _____. Relevant medical certificate is attached.

Signature of Parent/Guardian: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Class: \_\_\_\_\_ Name of Student: \_\_\_\_\_ No: \_\_\_\_\_