



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

Notice (2018/2019) No. 4 (S.2, S.4~S.6)

3rd September, 2018

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

1. Document Attached to this Notice

- Annual Recurrent Fee Items (2018/19)

2. Lunch Period

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

3. 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.

Please complete the Reply Slip of “Concerns for Physical Education Lesson” on or before 05/09/2018 (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.

4. 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 to class teacher at the back of student information form on or before 05/09/2018 (Wednesday) 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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5. 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 so that special arrangement can be made.

6. 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:	10/09/2018 (Monday) to 05/07/2019 (Friday) [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 am
Annual fee:	HKD \$300

If your child is interested in applying the service, please complete the reply slip on or before 05/09/2018 (Wednesday). Application results will be announced on 07/09/2018 (Friday). Successful applicants are required to settle the bus fee via e-payment on 14/09/2018 (Friday).

Note: Students who have already completed the application process during the summer holiday, the school bus service will be commenced on 03/09/2018 (Monday).

7. e-Payment System

The school has fully adopted the eClass Campus e-Payment system to collect students' payable fees. Please find the 'Annual Recurrent Fee Items' for details in the attachment. In the case of non-recurrent items, the school will notify parents through notices and parents will need to add extra value to the e-Payment system. Parents can check the balance of the account via eClass website or Parent App at any time to make sure there is enough balance for fee collection. Should you have any further enquiries, please contact Ms. Bella during office hours.



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8. Student Financial Assistance

Type	Target students	Application method / Remarks
School Textbook Assistance Scheme	All students	<ul style="list-style-type: none"> For those who have already applied, please submit the "Eligibility Certificate" on or before 07/09/2018 (Friday) to class teacher. 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.
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"> 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 07/09/2018 (Friday).
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"> 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.
Other Educational Provider Subsidy Scheme or Living Allowance	All students	<ul style="list-style-type: none"> Please refer to the relevant poster(s) or leaflet(s) on the School Bulletin Board.

9. 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 experiences, this year all students will go to the Hop Yat Church (North Point) to join a sermon. All students must be in his / her full summer uniform on that day. Details are as follows:

Date	Gathering time and venue	Dismissal time and venue
16/09/2018 (Sunday)	8:15 am School Playground	Around 10:45 am Hop Yat Church (North Point) (48 Cloud View Road, North Point, Hong Kong.)

17/09/2018 (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.



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10. The day following Mid-Autumn Festival Holiday

The day following Mid-Autumn Festival on 25/09/2018 (Tuesday) is a public holiday and students need not go to school on that day.

11. National Day Holiday

National Day on 01/10/2018 (Monday) is a public holiday and students need not go to school on that day.

12. 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 slip on or before 05/09/2018 (Wednesday).

Bible quote of the month:

God is the strength of my heart and my portion forever. (Psalms 73:26)



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Reply Slip

Date: _____

To whom it may concern,

Particulars
I acknowledge the matters stated in Notice (2018/2019) No. 4 and will comply with the school arrangements.
(Please put a ✓ in the appropriate boxes)
“Concerns for Physical Education Lesson”
<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 for some days. Parent letter and relevant medical certificate with specific exemption dates are attached.
“Permission of the use of creative work, photos and video clips taken during students participation in learning activities”
<input type="checkbox"/> I give permission for the school to use. <input type="checkbox"/> I do not give permission for the school to use.
“School Bus Service”
<input type="checkbox"/> I wish to apply for the school bus service for my child. <input type="checkbox"/> I do not wish to apply for the school bus service for my child.

Signature of Parent/Guardian: _____

Name of Parent/Guardian: _____

Class: _____ Name of Student: _____ No: _____