



**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 : www.ccckws.edu.hk 電郵 EMAIL : mail@ccckws.edu.hk

**Coronavirus Disease 2019**  
**Arrangement for Class Resumption**  
**Special Notice (2019/2020) No. 6**  
**(S.4~S.5)**

**REVISED version**  
**2020.05.13**

13<sup>th</sup> May, 2020

Dear Parent/Guardian,

1. The Education Bureau has (EDB) announced that school in Hong Kong can resume classes in a gradual and orderly manner. Classes in our school will resume according to the following schedule:

Class Level	Date of class resumption	Start Time	Leave Time
S.4~S.5	27/05/2020 (Wednesday)	8:20a.m.	<u>1:15p.m.</u>

Remarks: The detail timetable will be sent to Parents' App on 22/05/2020 (Friday).

2. During the class suspension period, our school has thoroughly cleaned and disinfected the school premises. We have urged all staff members, including tuck shop workers, school bus drivers to step up precautionary measures to maintain personal hygiene and environmental hygiene of the school. Besides, we will also request all the staff who have contacts with our students, including drivers and workers of school bus, to take their temperature before going to school. If they have fever, they must not return to school.
3. We will maintain the environmental hygiene of our school premises as far as we can to safeguard the health of our students. We hope that, after class resumption, students can return to the school and enjoy their learning in a safe environment. However, we are mindful of the rapidly changing nature of the COVID-19 pandemic, schools will keep in view the latest development, and parents should pay close attention to any latest announcements of our school as well as the EDB.
4. Cooperation from parents and students are important for us to maintain a clean and safe environment. We call on your support to step up environmental hygiene in the household, and, on top of that, implement the following measures strictly:
- 4.1 Pay attention to the health condition of your child. He/She should stay away from school and see a doctor immediately if symptom, especially fever, is detected.
- 4.2 Take your child's temperature before he/she goes to school every day. Fill in the record sheet (Proforma A) (attachment in yellow) and sign your name on it. Your child should return the completed sheet to us daily.



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4.3 To prevent infection, please ask your child to wear a mask (also applicable when taking school buses or other transportations) and bring tissue paper to school every day.

4.4 To keep teachers' informed of the health condition of students, please complete Proforma B (attachment in pink) to provide us with the following information:

- (a) travel history of your child outside Hong Kong in the past 14 days;
- (b) whether your child has confirmed infection of COVID-19;
- (c) the health status of those taking care of your child, or those living with your child;
- (d) the current health status of your child.

Please return the Proforma on or before the first day of class resumption. For those who have contracted the virus and have recovered, if they are still within the 14-day quarantine period, they must not go to school.

4.5 After the resumption of classes, you are requested to notify our Vice Principal, Ms Lo Man-yeet at 25711285 immediately in case of any of the following situations, to facilitate our prompt action in taking contingency measures and informing the EDB:

- (a) your child has been confirmed infection of COVID-19; or
- (b) your child has been classified as "close contact of an infected person" with COVID-19\*

\*In general, close contact means having cared for, having lived with, or having had direct contact with respiratory secretions and body fluids of a confirmed patient.

5. The Uniform Test 2 originally scheduled during the class suspension period will be postponed to 26/06/2020 (Friday) ~30/06/2020 (Tuesday). The final examination will be cancelled.

6. With concerted efforts contributed by different parties, we look forward to overcoming the adversities of the pandemic so that students, teachers and parents can resume normal living and healthy life.

7. Ways to deliver this notice:

Apart from publishing this notice on our school website, a set of notice including Proforma A and Proforma B will be sent by postage so that parents can fill in these forms.



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8. Enquiry:

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

Yours faithfully,



Mr. Wong Chung-leung  
Principal

Remark: Please sign the reply slip on or before 20/05/2020 (Wednesday).

**Bible verse of the month:**

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



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**REPLY SLIP**

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

To whom it may concern,

Particulars
I have acknowledged the matters stated in Special Notice No.6 on Coronavirus Disease 2019 Arrangement for Class Resumption (2019/2020) Revised version and will comply with the school arrangements.

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

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

Name of student: \_\_\_\_\_ Class: \_\_\_\_\_ No: \_\_\_\_\_