



**Notice (2019/2020) No. 4  
(S.4)**

2<sup>nd</sup> September, 2019

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 at school for lunch.

**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.

Please complete the Reply Slip of “Concerns for Physical Education lesson” on or before 04/09/2019 (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 to class teacher at the back of student information form on or before 04/09/2019 (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.



#### **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 so that special arrangement can be made.

#### **5. School bus service**

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

Date:	09/09/2019 (Monday) to 06/07/2020 (Monday) [ including all school days, uniform test days and exam days ]
Pick up location:	King's Road, near Fortress Hill MTR Station Exit B (Near the main entrance of Fortress Tower)
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 04/09/2019 (Wednesday). Application results will be announced on 06/09/2019 (Friday).

Successful applicants are required to settle the bus fee via e-payment on 13/09/2019 (Friday).

Note: Students who have already completed the application process during the summer holiday, the school bus service will be commenced on 02/09/2019 (Monday).

#### **6. Purchase of Chinese Language based curriculum textbooks**

The Chinese Language panel has designed a school-based curriculum for S.4 students. All relevant fees will be settled via the e-payment system on 06/09/2019 (Friday).

Subjects	Title of school-based curriculum textbooks	Price
Chinese Language	《新版中文八達通第四冊》	\$140



### 7. 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 06/09/2019 (Friday) to class teacher.</li><li>• For those who intend to apply, please proceed to the school General 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 General for an Application Form and return the completed Form to the School Office on or before 06/09/2019 (Friday).</li></ul>
Student Activities Support Grant	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 General 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>

### 8. The day following Mid-Autumn Festival Holiday

The day following Mid-Autumn Festival on 14/09/2019 (Saturday) is a public holiday and students need not go to school on that day.



### 9. Education Sunday arrangement and holiday after Education Sunday

“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 Shing Kwong Church 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
15/09/2019 (Sunday)	8:00 am School Playground	Around 10:45 am Shing Kwong Church (7 Eastern Hospital Road, Causeway Bay, Hong Kong)

16/09/2019 (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 Lai-ming.

### 10. Enquiries

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

Yours sincerely,

Mr. Wong Chung-leung  
Principal



Remarks: Please sign the reply slip on or before 04/09/2019 (Wednesday).

**Bible quote of the month:**

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



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

2019/20-004

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傳真 FAX : 2807 0085 網頁 WEB : www.ccckws.edu.hk 電郵 EMAIL : mail@ccckws.edu.hk

Reply Slip

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

To whom it may concern,

Particulars
I acknowledge the matters stated in Notice (2019/2020) No. 4 and will comply with the school arrangements.
(Please put a ✓ in the appropriate boxes)
<p style="text-align: center;">“Concerns for Physical Education lesson”</p> <p><input type="checkbox"/> My child is able to participate in PE lessons.</p> <p><input type="checkbox"/> My child is not able to participate in PE lessons. Relevant medical certificate is attached for the PE teachers.</p> <p><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 for the PE teachers.</p>
<p style="text-align: center;">“Permission of the use of creative work, photos and video clips taken during students participation in learning activities”</p> <p><input type="checkbox"/> I give permission for the school to use.</p> <p><input type="checkbox"/> I do not give permission for the school to use.</p>
<p style="text-align: center;">“School Bus Service”</p> <p><input type="checkbox"/> I wish to apply for the school bus service for my child.</p> <p><input type="checkbox"/> I do not wish to apply for the school bus service for my child.</p>

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

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

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