



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 (2016/2017) No. 4
(S.1~S.4)**

1st September, 2016

Dear Parent/Guardian,

Please be informed of the following:

1. The following documents are attached with this notice:

- (i) Physical Education Notice Reply Slip
- (ii) 2016/2017 Extra-curricular Activities Application Form

2. Lunch Period

In accordance with the school rules, 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.

The medical certificate must be handed in to the student's Class Teacher on or before 6th September, 2016 (Tuesday) so that special arrangement can be made. Any changes in the student's 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 rule five times 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 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 relating 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 supplied. Please contact the school when needed.

Note: The form of Student Medical History is at the back of the Student Information Sheet.



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5. Extra-curricular Activities

To develop student's potential to the fullest, our school encourages students to participate in various extra-curricular activities. Students need to fill in the Extra-curricular Activities Form (Students can participate in more than one activity). The form should be handed in to their class teacher on or before 6th September, 2016 (Tuesday).

6. Permission of the use of creative work, photos and video clips taken during student 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 the teachers and the 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 for offering support among fellow colleagues and for promoting related research in learning and teaching.

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

7. 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:	12 th September, 2016 (Monday) to 7 th July, 2017 (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 a.m.
Annual fee:	HK\$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 8th September, 2016 (Thursday). Successful applicants are required to pay the bus fee with the confirmation letter to the school office on 9th September, 2016 (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, 2016 (Thursday).

8. Student Smart Card

Students are required to take photo on 8th September, 2016 (Thursday) for the production of Student Smart Card. Please hand in the fee to the class teacher on or before 6th September, 2016 (Tuesday).

Fee of Student Smart Card: \$40 / card
Fee of photos: \$12 / one dozen



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9. 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, 2016 (Tuesday).

10. Mimeograph/ Photocopying Fee

In the academic year 2016/2017, the mimeographing / photocopying fee for S.1 to S.6 teaching materials (lecture notes and worksheets) are as follows:

Mimeographing: \$0.2 / sheet

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

11. 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 9th September, 2016 (Friday) to their 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 9th September, 2016 (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 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.



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12. The day following Mid-Autumn Festival

The day following Mid-Autumn Festival on 16th September, 2016 (Friday) is a public holiday and students need not go to school on that day.

13. Holiday after Education Sunday

19th September, 2016 (Monday) is a holiday after Education Sunday and students need not go to school on that day.

14. Enquiry

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

Yours sincerely,



Mr. Cheng Lai-lam, Felix
Principal

Bible quote of the month:

Blessed are the merciful, for they will be shown mercy. (Matthew 5:7)

Remarks: Please sign the reply slip and return it to the class teacher on or before 7th September, 2016 (Wednesday).



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REPLY SLIP

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

Date: _____

To whom it may concern,

Particulars
<p>I acknowledge the matters stated in Notice (2016/2017) No. 4 and will comply with the school arrangements.</p> <p>(Please put a ✓ in the appropriate box)</p>
<div style="margin-bottom: 10px;"> <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. </div> <div> <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. </div>
<div style="margin-bottom: 10px;"> <input type="checkbox"/> I wish to apply for the school bus service. </div> <div> <input type="checkbox"/> I do not wish to apply for the school bus service. </div>

Signature of Parent/Guardian: _____

Name of Parent/Guardian: _____

Name of Student: _____ Class: _____ 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,

I have carefully read the PE lessons notice stated in Notice (2016/2017) No.4, please make the following arrangements for my son/daughter:

Name of Student: _____ Gender: _____ Class: _____

(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.
<input type="checkbox"/>	My child is able to participate in a limited range of activities recommended by his/her doctor. Relevant medical recommendation is attached.

(Signature of Parent/Guardian)

(Name of Parent/Guardian)



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CCC Kwei Wah Shan College

2016/2017 Extracurricular Activities Registration Form

(Please return this form to your Form Teacher)

Class : _____ **Student Name :** _____ **No :** _____ **Year of Birth :** _____

Student Union and House	Teacher-in-charge	Remarks
1. Student Union	Au Y.Y.	All students are members
2. House: Red Yellow Blue Green	*Lo M.Y., Li K. L. *Yeung W.S., Wong S.W. *Leung M.Y., Cheung K.N. *Cheung L.M., Lam Y.	All students are randomly assigned to Red, Yellow, Blue, Green House respectively
3. Prefect	*Wong F.M.	All prefects are selected by discipline teachers

ALL STUDENTS ARE WELCOME!!

Society	Teacher-in-charge	Put a ✓ to join
1. Chinese	*Cheung K.N., Lam Yeung, Au Y.Y., Li W.C.	
2. English	*Lily, Mok K.M., Chan Y.W.	
3. Mathematics	*Chan W.K., Liu Y.M.	
4. Science	*Wong S.W., Yeung W.S., Tong M.T.	
5. Liberal Studies	*Wu N.S., Tse K.	

Religion Group	Teacher-in-charge	Time	Venue	Put a ✓ to join (Both Christians or Non-Christians are welcome)
Religious Activities Group / Fellowship	*Cheung L.M., Chan Y.W.	Thursday Lunch Time	Dancing Room	

Discipline & Service Group	Teacher-in-charge	Date	Venue	Put a ✓ to join
1. Boys' Brigade	*Li M.L., Liu Y.M.	Saturday	Playground/Saint Kwong Church	
2. Library Service Team	*Wong M.C.	#	Library	
3. Junior Police Cadet	*Wong O.L., Lee P.Y., Leung M.Y.	#	#	
4. Community Youth Club and Volunteer Team	*Ho K.C., Ho P.Y.,	#	#	

To be confirmed



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2016/2017 Extracurricular Activities Registration Form
 (Please return this form to your Form Teacher)

Class : ____ **Student Name :** _____ **No :** ____ **Year of Birth :** _____

Interest Group	Teacher-in-charge	Date	Venue	Put a ✓ to join
1. Home Economics	*Wong M.C.	#	#	
2. Board Games	*Ho Y.W.	#	#	
3. Visual Art	*Wong L.Y., Chan K.W.	#	#	
4. Photo-shooting & Campus TV	*Chu T.S., Ho K.C.	#	#	
5. Music (Choir & Musical Instruments)	*Seto W.H.	#	#	
6. Bridge	*Man H.S.	#	#	
7. Make-up	*Li L.L., Chan H.Y.	#	#	
8. Hiking	*Liu Y.M.	#	#	
9. Magic	*Li K.L., Li L.Y.	#	#	
10. Philosophy	*Seto W.H.	#	#	

Sports Team	For those students who would like to join the sports team : ✓ All S.1 and S.2 students have to participate at least one activity in the assigned sport event EVERY MONDAY.				
	Teacher-in-charge	Date	Venue	Coach	Put a ✓ to join
1. Basketball	*Lee P.K. (Boys)	Tue, Thur, Sat	Basketball Court	Yung K.W., Jason	
	*Lam Yui (Girls)	Wed		Wong K.Y.	
2. Soccer	*Au Y.Y.	Thur, Sat	Court C	Choi Y.F.	
3. Volleyball	*Hui P.T.	Mon, Thurs, Fri	Volleyball Court	Lam K.C. (Girls) Hui P.T. (Boys)	
4. Badminton	*Tsang Y.Y.	Mon, Fri	Hall	Wong Y.H.	
5. Table Tennis	*Wong S.W.	Mon	Table Tennis Room	Mui W.M.	
6. Hockey	*Wong K.S., Lam Yui	Mon	Playground	#	
7. Archery	*Law M.C., Lam Yui	Mon	Canteen	Ma C.C.	
8. Dancing (Hip Hop)	*Ho P.Y.	Mon	Dancing Room	Lau L.K.	
9. Lion dance	*Wu C.H., Wong K.S.	Fri	Dancing Room	Keung W.H.	

To be confirmed