



敬啓者：

五月份綜合通告

茲有下列事項請家長留意，並簽妥相關回條，各項資料茲臚列如下：

一、學與教

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各位家長有任何查詢或建議，請與學校聯絡（電話：2792 6712）。

此致

各位家長



甘陳富文校長 謹啓

二零二一年五月十七日

聖經金句：聖母瑪利亞給僕役說：「耶穌無論吩咐你們什麼，你們就作什麼。」(若 2:5)

一. 學與教

1. 全港學校全面恢復半天面授課堂的相關安排

教育局宣佈所有中小學由五月二十四日(星期一)起全面恢復面授課堂，上課時間仍以半天為限，避免學生用膳時的感染風險。學校繼續嚴格執行教育局發出的《學校健康指引》及衛生防護中心的《預防 2019 冠狀病毒病給學校的健康指引》所載的各項衛生防疫措施，包括在校園內所有人士須時刻戴上口罩，保持適當的社交距離、時刻保持校園環境清潔衛生、在校舍出入口為師生量度體溫等，以保障師生健康。本校適切準備全面恢復面授課堂，詳情請參閱校網。

2. 有關第二學段考試、試後檢討及全港性系統評估安排 (全校適用)

本學年第二學段考試將於六月七日開始。

由於本港疫情仍未穩定，請繼續密切留意校網以掌握考試最新安排。

如果六月時教育局容許全校各級同時回校，考試時間表將會如附件一，初中設溫習時段，請督促 貴子女帶備書本或筆記作溫習。但如果教育局只容許學生分批回校，則溫習節取消，中一及中二級的考試將延至同日下午舉行，中三至中五級考試將於上午舉行，屆時會於學校網頁公佈更新的考試時間表。

其他注意事項如下：

- (1) 考試期間學生不得提早離開試場。
- (2) 請敦促同學穿著整齊夏季校服回校參加考試。
- (3) 學校亦會在五月二十四日開始勸喻學生不應留校打球、嬉戲等，煩請各家長協助督促 貴子女放學後盡早回家溫習。
- (4) 學校已預留學額，供本學年中一至中五級未達升班要求的同學留班之用，以幫助同學提升各學科基礎。下學年學校會把中四級及中五級選修科名額分別優先給予本學年中三級升班及中四級升班的同學，故中四級及中五級留班同學只可選擇有剩餘學額之選修科目。為避免遇上課程銜接的問題，中四同學應珍惜機會，努力學習，以爭取好成績，順利升讀中五及中六，完成高中課程。
- (5) 中五級學生將於下學年參與公開考試及報讀大學。為增加學生升讀大學的機會，下學年開課後各大學將邀請中學參加各類型推薦計劃，包括透過中學校長或學校推薦學生升讀大學。根據各計劃的要求，學校將按照學生本學年的學業及非學業的整體成績，以及學生的操行表現作為推薦的參考。因此，各學生應努力求進，認真準備考試，並注意言行，以爭取被推薦升讀大學的機會。
- (6) 隨函另派發相關之考試時間表(附件一)及考試規則(附件二)，學生須依照時間表返校應試。
- (7) 如考試期間遇有惡劣天氣引致停課，該日所考之科目將會另作安排。其他考試之日期、時間及應考科目按照隨函附上之考試時間表進行。
- (8) 此外，考試檢討日將於二零二一年六月二十三日及二十四日舉行。

(9) 本年度的中三級全港性系統性評估(TSA)將會取消。

3. 第二學段考試後安排 (全校適用)

請留意第二學段考試後以下日子的安排：

日期	試後安排
23, 24/6	考試檢討。
25/6-9/7	試後活動。學生上午回校參加活動或外出參觀，詳情將於六月份綜合通告公佈。
10/7	下學期家長日。班主任會見家長總結同學一年表現，詳情另行通告。
12/7	學校本學年散學禮，詳情於稍後通告公佈。
13/7	本學年暑假正式開始。

4. 新高中課程架構 (中三級適用)

教育局配合學校課程檢討專責小組「優化課程迎接未來 培育全人啓迪多元」報告的建議，優化高中四個核心科目，騰出課時和增加課程彈性，為學生創造空間及照顧學生多樣性。本校一直以學生升學利益為念，為此目的，本校於二月成立臨時的專責課程小組，積極討論優化政策的內容，現落實以學生為本的校本課程如下：

新高中課程架構

課程類別	4A#	4B#	4C	4D
1.核心課程	中文、英文*、數學#、公民與社會發展			
2.選修科目	組一	物理、生物*、資訊及通訊科技、 經濟、倫理與宗教、旅遊與款待、體育		
	組二	化學*、化學、地理、 中史、企業、會計與財務管理、視覺藝術		
3A.共同課程	組三	生涯規劃、跨學科英語學習、藝術、閱讀、數學基礎、數學延伸一 (DSE)*、其他學習經歷		
3B.共同課程	宗教及道德教育、體育科、社區服務、其他學習經歷			

* 採用英語為教學語言的科目

設有英文及中文組科目

為了讓家長及中三學生了解最新選科安排，本校將於5月22日舉辦家長網上講座，介紹學校的新高中課程架構，請中三學生及家長預留時間出席。

二、學生生活

5. 有關畢業禮事宜 (全校適用)

二零二一年五月二十一日(星期五)為本年度畢業典禮，安排如下：

日期：	二零二一年五月二十一日 (星期五)
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時間：	上午十時三十分至十一時三十分
地點：	中學部禮堂

畢業禮舉行地點為中學部禮堂，中六畢業學生需於當日上午九時三十分回校出席綵排和預備工作。由於場地座位有限，典禮只安排中六畢業學生出席，其他級別學生無須回校和當日不設網上課堂。鑑於現時疫情仍未完全受控，為保障學生的健康，畢業禮需加強防疫措施，嚴格限制人流，並採取精簡程序進行，因此是次活動未能邀請家長參加，敬請原諒。

另外，電子錢包餘額將於畢業禮當日退回給中六畢業學生。

6. 退回已繳交之聯課活動收費

本學年因疫情影響，學校主要以混合模式授課，學校聯課活動亦須參照衛生署衛生防護中心發給學校預防 2019 冠狀病毒病在學校傳播指引及教育局學校復課指引文件下進行，故各項聯課活動大受影響。如 貴子弟已於學期初繳交聯課活動收費（不包括購買制服或私人用具的費用），經校方確認後，本校稍後會另發退款通告，將有關款項退回貴子弟之電子錢包。如有查詢，請聯絡顏青霞副校長或湯瑞燕老師。

三、其他事項

7. 學校校曆表留意事項（全校適用）

- (1) 二零二一年五月十八日(星期二)會採用星期五時間表上課，請同學緊記帶適當課本及上課用品回校。
- (2) 二零二一年五月二十一日(星期五)為中六畢業典禮，中一至中五學生無須回校上課。

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2020-2021 年度第 07 號通函

四、回條部份

(A) 五月份綜合通告回條（全校填寫）

敬覆者：本人已詳閱【五月份綜合通告】，並知悉各項有關安排。

家長附言(若有): _____

此 覆

西貢崇真天主教學校(中學部)

學生姓名： _____

班 級： _____ 學號： _____

家長簽署： _____

日 期： 二零二一年 _____ 月 _____ 日

註：班主任收齊回條於五月二十五日前交回校務處朱先生。

西貢崇真天主教學校(中學部)
第二學段考試(2020 - 2021) 時間表

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7/6/2021 Monday	8/6/2021 Tuesday	9/6/2021 Wednesday	10/6/2021 Thursday	11/6/2021 Friday	15/6/2021 Tuesday	16/6/2021 Wednesday	17/6/2021 Thursday
溫習時段 8:15 - 9:10							
Chi. Lang. I 中文(1) <閱讀> 9:30--10:30	Eng. Lang. I 英文(1) <GE> 9:30--10:45	Eng. Lang. III 英文(3) <Listening> 9:30--10:00	Putonghua 普通話 09:30--10:00 Chi. Lang. III 中文(3) <聆聽理解> 10:05--10:35	L&S 生活與社會 9:30--10:30	Math. I 數學(1) 9:30--11:00	I. S. 綜合科學 9:30--10:30	Contingency Day for Exam Make-up 考試後備日
Chi. Lang. II 中文(2) <寫作> 11:00--12:30	Eng. Lang. IV 英文(4) <Speaking> 11:15--13:45	Eng. Lang. II 英文(2) <Writing> 10:30--11:30		Chi. Hist. 中史 11:00--12:00			

西貢崇真天主教學校(中學部)
第二學段考試(2020 - 2021) 時間表

附件一
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7/6/2021 Monday	8/6/2021 Tuesday	9/6/2021 Wednesday	10/6/2021 Thursday	11/6/2021 Friday	15/6/2021 Tuesday	16/6/2021 Wednesday	17/6/2021 Thursday
溫習時段 8:15 - 9:10							
Chi. Lang. I 中文(1) <閱讀> 09:30--10:30	Eng. Lang. 2 英文(2) <Writing> 9:30--10:30	Chi. Hist. 中史 9:30--10:30	Eng. Lang. I 英文(1) <GE> 9:30--10:45	I. S. 綜合科學 09:30--10:30	L&S 生活與社會 9:30--10:30	Math. I 數學(1) 9:30--11:00	Contingency Day for Exam Make-up 考試後備日
Chi. Lang. II 中文(2) <寫作> 11:00--12:30	Putonghua 普通話 11:00--11:30 (S2 Classrooms) Chi. Lang. III 中文(3) <聆聽理解> 11:35--12:05	Eng. Lang. IV 英文(4) <Speaking> 11:00--13:30	Eng. Lang. III 英文(3) <Listening> 11:15--12:00				

西貢崇真天主教學校(中學部)
第二學段考試(2020 - 2021) 時間表

附件一 Appendix I

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7/6/2021 Monday	8/6/2021 Tuesday	9/6/2021 Wednesday	10/6/2021 Thursday	11/6/2021 Friday	15/6/2021 Tuesday	16/6/2021 Wednesday	17/6/2021 Thursday
溫習時段 8:15 - 9:10							
Eng. Lang. I 英文 (1) <GE> 9:30--10:45	Chi. Lang. I 中文 (1) <閱讀> 09:30--10:30	Chi. Hist. 中史 9:30--10:30	Geography 地理 09:30--10:15	Putonghua 普通話 09:30--10:00 Chi. Lang. III 中文 (3) <聆聽理解> 10:05--10:35	Math. I 數學 (1) 9:30--11:00	Eng. Lang. IV 英文 (4) <Speaking> 08:15--10:45	Contingency Day for Exam Make-up 考試後備日
Eng. Lang. II 英文 (2) <Writing> 11:15--12:30	Chi. Lang. II 中文 (2) <寫作> 11:00--12:30	Eng. Lang. III 英文 (3) <Listening> 11:00--12:00	I. S. 綜合科學 10:45--11:45		Math. II 數學 (2) 11:30--12:30		

西貢崇真天主教學校(中學部)
第二學段考試 (2020 - 2021) 時間表

附件一
Appendix I

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7/6/2021 Monday	8/6/2021 Tuesday	9/6/2021 Wednesday	10/6/2021 Thursday	11/6/2021 Friday	15/6/2021 Tuesday	16/6/2021 Wednesday	17/6/2021 Thursday	18/6/2021 Friday	21/6/2021 Monday
Eng. Lang. I 英文 (1) <Reading> 8:15--9:45	Chi. Lang. III 中文 (3) <聆聽綜合> 8:15--10:00	Chi. Lang. I 中文 (1) <閱讀> 8:15--9:45	<u>4A</u> Bio 生物 8:15--10:00 Physics 物理 8:15--10:00	Math. I 數學 (1) 8:15--10:30	LS 通識 8:15--10:15	<u>4A</u> Geog 地理 8:15--10:45	(Hall) Math (M1) 數學 (數延一) 8:15--10:15	(Hall) Visual Arts 視覺藝術 8:15--12:15	Contingency Day for Exam Make-up 考試後備日
Eng. Lang. II 英文 (2) <Writing> 10:15--11:45	Eng. Lang. III 英文 (3) <Listening> 10:30--12:30	Chi. Lang. II 中文 (2) <寫作> 10:15--11:45	<u>4B</u> P. E. 體育 8:15--9:45 E&R Studies 倫理與宗教 8:15--10:45	Math. II 數學 (2) 11:00--12:15		<u>4B</u> Chem 化學 8:15--10:00 ICT 資訊及通訊科技 8:15--9:45	(S4 Classrooms) Eng. Lang. IV 英文 (4) <Speaking> 10:45--13:15		
			<u>4C</u> THS 旅遊與款待 8:15--9:45			<u>4C</u> C. Hist. 中史 8:15--10:30			
			<u>4D</u> Econ 經濟 8:15--10:15			<u>4D</u> BAFS 企業、會計及 財務概論 8:15--9:30			

西貢崇真天主教學校(中學部)
第二學段考試(2020 - 2021) 時間表

附件一 Appendix I

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7/6/2021 Monday	8/6/2021 Tuesday	9/6/2021 Wednesday	10/6/2021 Thursday	11/6/2021 Friday	15/6/2021 Tuesday	16/6/2021 Wednesday	17/6/2021 Thursday	18/6/2021 Friday	21/6/2021 Monday
Eng. Lang. I 英文(1) <Reading> 8:15--9:45	Chi. Lang. III 中文(3) <聆聽綜合> 8:15--10:00	Chi. Lang. I 中文(1) <閱讀> 8:15--9:45	BAFS 企業、會計及財 務概論 <u>8:15-9:45</u> Chem 化學(1) <u>8:15-10:00</u> E&R Studies 倫理與宗教(1) <u>8:15-10:00</u> Geog 地理(1) <u>8:15-10:45</u>	LS I 通識(1) 8:15--10:15	Math. I 數學(1) 8:15--10:30	ICT 資訊及通訊科技 <u>8:15-9:45</u> Econ 經濟(2) <u>8:15-9:45</u> T&H 旅遊與款待(2) <u>8:15-10:00</u> Biology 生物 <u>8:15-10:15</u> P. E. 體育(1) <u>8:15-10:30</u> C. Hist. 中史 <u>8:15-10:30</u>	Math (M1) 數學 (數延一) 8:15--10:45	Visual Arts 視覺藝術 8:15-12:15 Physics 物理 <u>8:15-10:00</u>	(S1 Classrooms) Eng. Lang. IV 英文(4) <Speaking> 8:15-10:45
Eng. Lang. II 英文(2) <Writing> 10:15--12:15	Eng. Lang. III 英文(3) <Listening> 10:30--12:30	Chi. Lang. II 中文(2) <寫作> 10:15--11:45	Chem 化學(2) <u>11:15-12:15</u> E&R Studies 倫理與宗教(2) <u>11:15-12:30</u> Geog 地理(2) <u>11:15-12:30</u>	LS II 通識(2) 10:45--12:00	Math. II 數學(2) 11:00--12:15	Econ 經濟(1) <u>11:00-12:00</u> P. E. 體育(2) <u>11:00-12:15</u> T&H 旅遊與款待(1) <u>11:00-12:30</u>			

西貢崇真天主教學校（中學部）

考試規則

1. 考生必須遵照監考老師的指示，於考試開考前十分鐘進入試場，並按座位表入座。語文科口試考生須於預定開考時間前十五分鐘到達等候室報到，安靜等候應考。
2. 考生必須將筆記、書籍及個人物品(包括已關掉的手提電話及具文字顯示功能的智能手錶)放入一個附有拉鍊或鈕扣的手提包內，並將袋口拉上拉鍊或扣好，於開考前放在椅子下面。
3. 試場內外考生應保持肅靜。
4. 考生遲到
 - 4.1 遲到考生不會獲得額外時間作答。
5. 考生早退
 - 5.1 所有考生不得提早離場。
6. 若考生違反以下規則，可能會被扣考試分：
 - 6.1 考生未關掉電子器材（包括手提電話）。
 - 6.2 考生的衣袋內、身上、桌上或抽屜內有筆記、書籍或任何電子器材 [例如：手提電話、平板電腦、電子字典、具文字顯示功能的智能手錶等]。
 - 6.3 考生攜帶的電子器材，例如手提電話/ 智能手錶/ 備有響鬧功能的物品發出聲響。
 - 6.4 考生使用沒有「H. K. E. A. A. APPROVED」或「H. K. E. A. APPROVED」標籤的計算機。
 - 6.5 考生在監考老師宣布立即停筆後或收集答卷時，仍繼續書寫。
 - 6.6 考生搗亂秩序，如發出聲響滋擾他人。
 - 6.7 考生作弊。
7. 考生缺席：
 - 7.1 學生若於考試缺席將不獲安排補考。
 - 7.2 無故缺席者，成績表將列明該學生無故缺席相關科目或科目分卷的考試。
 - 7.3 各科缺測科目之分數為零分。



Dear Parents / Guardians,

May Circular

Below are some special notes that need your attention. Please read them and return the reply slip to the class teacher.

A. Learning & Teaching

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Should you have any enquiries, please feel free to contact us at 2792 6712.

Yours sincerely,



Principal
Ms KUM CHAN Fu-man

A. Learning and Teaching**1. Whole-School Resumption of Half-Day Face-to-Face Class Arrangements for All Schools in Hong Kong**

The Education Bureau (EDB) has announced that all primary and secondary schools may fully resume face-to-face classes with effect from 24th May, 2021 (Monday). The classes will be on a half-day basis to avoid infection risk that will arise if students eat out. The school should continue to strictly implement all the anti-epidemic measures as stipulated in the earlier updated “Health Protection Measures for Schools” issued by the EDB and the “Health Advice to Schools for the Prevention of COVID-19” issued by the Centre for Health Protection. Such measures include wearing masks all the time within school campus, maintaining appropriate social distances, keeping the school environment clean & hygienic, measuring temperatures of teachers and students at school entrances, etc. to safeguard the health of teachers and students.

We are ready to fully resume face-to-face classes. Please refer to the school website for updated details.

2. Arrangements for Second Term Examination, Exam Evaluation and Secondary 3 Territory-wide System Assessment (For All Students)

The second term examination of this school year will start on 7th June, 2021.

As the epidemic situation in Hong Kong is still unstable, please continue to pay close attention to the school website to keep abreast of the latest arrangements for the examinations.

If the Education Bureau allows all levels to return to school at the same time in June, the exam timetable (Appendix I) will be followed. There will be a revision period for junior form students. Please urge them to bring books or notes for revision. However, if the Education Bureau allows a certain proportion of students to return to school, the revision period will be cancelled, and the examinations for S1 and S2 will be postponed to the afternoon of the same day. S3 to S5 exams will be held in the morning. An updated exam timetable will be announced on the school website.

Other reminders are as follows:

- (1) Students are not allowed to leave early during the examination.
- (2) Students should wear the summer school uniform.
- (3) In order to encourage students to spend more time preparing for the examination, starting from 24th May, 2021 (Monday), they are advised not to stay behind for any ball games or activities after school. Please remind them to go home to study as soon as they finish school.
- (4) Places for repeaters are reserved in S1 to S5 for students who do not meet the criteria for promotion so as to help them develop a better foundation. However, priority for S4 elective subjects (2021/2022) will be given to S3 students this year (2020/2021). Therefore, students repeating S4 can only choose from the remaining elective subjects with available places. Moreover, the curriculum frameworks of S4 and S5 may be different and thus there is no guarantee that S5 repeaters can continue to study the same elective subjects as this year. In light of this, S4 and S5 students should study hard to achieve good results and complete the Senior Secondary Curriculum.
- (5) S5 students will sit for the public examinations and apply for places in tertiary institutions in the coming school year. Different institutions will invite secondary schools to join their recommendation schemes (including the principal’s and school’s recommendations). According to the requirement of these schemes, the school should recommend students in accordance with their academic and non-academic performances, as well as their conduct and behaviour. Therefore, in order to increase the chance of continuing their studies, students should strive hard to perform well in these areas.
- (6) Enclosed please find the Examination Timetable (Appendix I) and Examination Regulations (Appendix II) for the 2020/2021 Second Term Examination. Students should sit for the examinations according to the timetable.
- (7) In case of adverse weather conditions, or the Education Bureau announces school suspension, the examinations on the day will be rescheduled, while the examinations on the other days will take place as scheduled.

- (8) Examination evaluation will be held on 23rd and 24th June, 2021.
 (9) This year's Secondary 3 Territory-wide System Assessment (TSA) has been cancelled.

3. Arrangements for Post-exam Period (For All Students)

Please note the arrangements for the following days after the second term examination.

Date	Events
23,24/6	Examination Evaluation
25/6 - 9/7	Post-exam Activities Students have to come back in the morning to join activities or visits. Details will be announced in the June Circular.
10/7	Second Term Parents' Day Form Teachers will meet with parents to review students' work and performance. Details will be announced later.
12/7	School Closing Ceremony Details will be announced later.
13/7	Beginning of Summer Vacation

4. New Senior Secondary Curriculum

In tandem with the recommendations set out in the review report "Optimise the curriculum for the future, Foster whole-person development and diverse talents" of the Task Force on Review of School Curriculum, Education Bureau (EDB) has accepted the recommendations and implemented the optimising the Four Senior Secondary Core Subjects to create space for students and cater for learner diversity. We always take interests of students' future studies into consideration. For this purpose, the school has set up an ad-hoc Special Curriculum Team since February, actively discussing the new senior secondary curriculum from 2021-2022. The school currently implements the student-based curriculum as follows:

Curriculum Framework

Class	4A#	4B#	4C	4D
1.Core Subject	Chinese language 、 English language* 、 Mathematics# 、 Citizenship & Social Development			
2.Elective Subject	Combination 1	Phy/Bio */ICT/Econ/ Ethics & Rel. Studies/ Tourism & Hospitality Studies/P.E.		
	Combination 2	Chem*/Chem/Geography/ Chi. History/BAFS/Visual Arts		
3A.Common Subject	Combination 3	Life Planning/Learning Across Curriculum /Art/Reading/Math Foundation/ Math Extension(M1 DSE)*/Other Learning Experience		
3B.Common Subject	Religious & Moral Education/ Physical Education/ Community Service/Other Learning Experience			

* MOI: English

MOI: Chinese/English

In order for parents and S3 students to understand the latest arrangements, the school will hold an online seminar for parents on 22nd May, 2021 (Saturday). S3 students and parents are requested to reserve time to attend.

B. Student Life

5. Graduation Ceremony (For All Students)

The Graduation Ceremony will be held on 21st May, 2021 (Friday). Details are as follows:

Date:	21 st May, 2021 (Friday)
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Time:	10:30 a.m. to 11:30 a.m.
Venue:	STS School Hall (Secondary Section)

The Graduation Ceremony will be held in the School Hall (Secondary Section). S6 graduates must arrive at school by 9:30 a.m. on the day for preparation and the rehearsal. Due to the limited seats in the venue, only S6 graduates will attend the ceremony while parents of graduates will not be invited. Health precautionary measures will be implemented to safeguard the health of teachers and students. Moreover, there will be no face-to-face or online lessons for students from other levels. Thank you for your understanding.

In addition, the balance of the e-wallet will be returned to S6 graduates on the day.

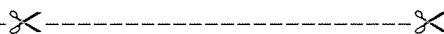
6. Refund of Extra-curricular Activities (ECA) fees

Due to the impact of the Coronavirus Disease 2019 this year, the school has mainly adopted mixed mode teaching. We need to follow the guidelines issued by the Center for Health Protection of the Department of Health to schools and the Class Resumption guidelines of the Education Bureau while organizing school activities. ECA are seriously affected. For students who paid for ECA (excluding the cost of uniforms or personal equipment) at the beginning of the school year, a refund notice will be issued and the refund amount will be credited to students' e-wallet after the refunds are confirmed by the school. For any enquiries, please contact the Vice Principal, Ms NGAN Ching-har Angela, or Ms TOM Sui-yin.

C. Others

7. School Calendar Reminder (For All Students)

- (1) Please note that the Friday timetable will be adopted on 18th May, 2021 (Tuesday).
- (2) S6 Graduation Ceremony will be held on 21st May, 2021 (Friday). Thus, there will be no school for S1 to S5 students on that day.



Ref: 2020-2021 / No.7

D. Reply Slips

(A) May Circular - Reply Slip (For All Students)

To: Sai Kung Sung Tsun Catholic School (Secondary Section)

I have read and understood the March Circular in detail.

Parent's suggestions (if any) : _____

Student's Name: _____

Class: _____ Class No: _____

Parent's signature: _____

Date: _____

Remarks: Form teachers should collect and submit the reply slips to Mr. CHU at the General Office on or before 25th May, 2021.

Sai Kung Sung Tsun Catholic School (Secondary Section)
Examination Regulations

1. All candidates must follow the instructions given by the invigilators. They should enter the examination venue 10 minutes before the examination starts and sit according to the seating plan. Candidates should arrive at the waiting room 15 minutes before the start of the speaking examination and keep silent while waiting.
2. All candidates must put all their books and personal belongings (such as mobile phones and smart watches with word-display function) in a small bag that can be properly closed with a zip/buckle.
 - (i) The bag must be properly closed.
 - (ii) The bag must be placed under the chair.
 - (iii) Electronic items must be turned off.
3. Candidates must keep silent inside and outside the examination venue.
4. Punctuality
 - 4.1 Late candidates will NOT be given extra time to compensate for any time lost.
5. Early leave
 - 5.1 All candidates are not allowed to leave the examination venue early.
6. Marks may be deducted accordingly if candidates violate the following regulations in the examination.
 - 6.1 Candidates are found to have any electronic devices (including mobile phones) switched on during an examination.
 - 6.2 Any articles such as notes, books and all kinds of electronic devices (e.g. mobile phones, PDA, electronic dictionaries, smart watches with word-display function) are taken out from students' pockets/body or removed from students' desk/the drawer of the desk.
 - 6.3 The alarm of mobile phones goes off or any electronic items (including smart watches and electronic dictionaries) emit sounds during the examination.
 - 6.4 Candidates use calculators without the label of 'H.K.E.A.A.APPROVED' or 'H.K.E.A.APPROVED'.
 - 6.5 Candidates continue writing when the announcement of "Time's up" is made or when the papers are being collected by the invigilator. In this case, examination marks may be deducted as it may be regarded as cheating.
 - 6.6 Candidates who misbehave or act maliciously (e.g. making noise) in such a way that they disturb others.
 - 6.7 Candidates are proven to have cheated.
7. Handling cases of absence
 - 7.1 NO make-up examination will be given to students who were absent from the examination.
 - 7.2 For absentees who do not provide any reason, their school report will state they were absent without reason from the examination of the subject and the paper concerned.
 - 7.3 A score of zero will be given to students who are absent from examinations.