



敬啟者：

一月份綜合通告

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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

甘陳富文校長 謹啟

二零二四年一月八日

耶穌開口教訓門徒說：「憐憫人的人是有福的，因為他們要受憐憫。」(瑪 5:2:7)

一、學與教

1. 中六級畢業試、考試檢討及回校自修安排（中六級適用）

本學年之中六級畢業試將於 19/2/2024 至 5/3/2024 舉行，試後鞏固及檢討於 6/3/2024 至 8/3/2024 進行。茲有下列安排須通知各位家長：

- (a) 畢業試期間，仍按平日一樣，即上午 7:55 有預備鐘，上午 8:00 應到達校園指定地點，逾時作遲到處理。若學生當天不須參與第一節考試，則可按照第二節開考時間前 15 分鐘到達試場外，等候進場。
- (b) 學生不得提早離開試場。
- (c) 學生需穿著整齊校服回校參加考試。
- (d) 為預備考試，學校會勸喻學生不應留校進行球類活動或嬉戲等，煩請各家長協助督促學生放學後盡早回家溫習。
- (e) 隨函另派發相關之考試規則(附件一)及考試時間表(附件二)，學生須依照時間表返回學校參加考試。
- (f) 如考試期間遇有惡劣天氣或其他原因引致停課，該日所考之科目將會另作安排。換言之，全部考試之日期、時間及應考科目，一律按照隨函附上之考試時間表進行。
- (g) 考試檢討日之後，學生無須回校上課，並應自訂時間表，勤加溫習，為參與香港中學文憑試作好準備。學校會開設溫習室，歡迎學生回校溫習及請教老師。學生回校溫習必須穿著整齊校服及保持安靜，以免對其他學生造成滋擾。

2. 上學期家長日暨書展（全校適用）

2023 至 2024 年度家長日將於 2024 年 2 月 24 日(星期六)舉行，茲將相關事項詳列如下：

a) 約見家長(中一至中五級適用)：

本年度家長日暨書展謹訂於 2024 年 2 月 24 日(星期六)舉行。誠邀 台端帶同 貴子弟親臨本校會見班主任，並領取本年度第一學段考試成績表。家長屆時可透過與班主任面晤，了解子弟在校之情況，以收共同培育之效。成績表將直接交予家長，不能由他人代領。事關 貴子弟之學行發展，敬希撥冗出席為荷。

b) 家長日書展(全校適用)：

本校於家長日當天同時舉辦書展，讓家長陪同子女購買讀物，以提升子女的閱讀興趣。備註：「書展」(時間為上午 8 點 30 分至下午 12 點 30 分)於學生發展中心及對出羽毛球場舉行。

3. 中四選科家長講座（中三級適用）

為協助 貴子弟選讀中四課程，本校定於二零二四年二月二十四日（星期六）家長日當天舉行「中四選科家長講座」。屆時誠邀各家長抽空參與。有關詳情如下：

日期：二零二四年二月二十四日(星期六)

時間：上午10:00 - 10:30

地點：本校地理室

是次講座內容，包括講解本校高年級的課程結構、中三升中四編班方法、選科與前途的關係，以及中三學生之其他出路。誠望各位家長能關心子女前途，陪同 貴子弟出席是次講座，以助學生選擇適合的課程。

4. 集體訂購公民、經濟與社會科校本教材（中一級適用）

為提升學生學習公民、經濟與社會科的效能，學校現將為中一級學生集體訂購校本教材，詳情如下：

校本教材：	價格
中一級（下冊）資源與經濟活動及社會體系與公民精神	\$72.00

費用將在學生的「電子錢包」帳戶內扣除。如有任何查詢，請與陳永賢或陳美君老師聯絡（2792 6712）。

二、學生生活

5. 「崇真多元學習日」（全校適用）

學校本年度舉辦「崇真多元學習日」，目的為讓各級學生可以走出課室，就不同主題及體驗式活動，探索新事物，認識自己，加強反思能力，培養正向態度。崇真多元學習日為學校上課日，故全體學生必須準時出席。若學生因特別事故而未能出席，必須於兩天前遞交家長信經班主任向學校請假。若學生於活動日當天因病而未能出席，則須於當日 8 時前，由家長致電學校請假，並於隨後第一個上課日遞交家長信及醫生紙。遲到者需依照校方常規手續辦理，學生無故缺席將作曠課論。

	中一跟進日營
活動地點	元朗保良局大棠渡假村
日期	2/2/2024（星期五）
集合時間	上午 8:00
集合地點	學校中一課室
解散時間	下午 4:30
解散地點	西貢鄧肇堅運動場
費用	全數由全方位學習津貼資助
領隊老師	各班班主任及級主任

	中二 We are STS 訓練日營
活動地點	香港青年協會賽馬會西貢戶外訓練營
日期	2/2/2024（星期五）
集合時間	上午 8:00
集合地點	學校中二課室
解散時間	下午 4:30
解散地點	西貢鄧肇堅運動場
費用	全數由「健康校園計劃」資助
領隊老師	各班班主任及級主任

	中三 AYP 青年歷奇訓練活動
活動地點	香港青年獎勵計劃賽馬會愛丁堡公爵訓練營
日期	2/2/2024（星期五）
集合時間	上午 8:30
集合地點	學校中三課室
解散時間	下午 4:00
解散地點	西貢鄧肇堅運動場
費用	全免（缺席學生須補交營費）
領隊老師	各班班主任及級主任
備註	營前簡介會於 25/1/2024（星期四）下午 4-4:30 在學校活動室舉行。

	中四心靈體驗日
活動地點	鹽田梓
日期	2/2/2024 (星期五)
集合時間	上午 8:45
集合地點	學校
解散時間	下午 3:45
解散地點	西貢碼頭解散
費用	每位學生收取午膳費\$80，由電子錢包扣除，其餘費用由全方位學習及學校資助。
領隊老師	各班班主任、級主任及鄭明輝校牧

	中五「失敗教育日營」
活動地點	突破青年村
日期	2/2/2024 (星期五)
集合時間	上午 8:30
集合地點	學校
解散時間	下午 4:30
解散地點	學校
費用	全數由「校園·好精神」資助
領隊老師	各班班主任、級主任及曾姑娘

	中六香港都會大學李嘉誠專業進修學院課程體驗日
活動地點	香港都會大學李嘉誠專業進修學院
日期	2/2/2024 (星期五)
集合時間	上午 9:15
集合地點	香港都會大學李嘉誠專業進修學院 (葵興地鐵站步行約 4 分鐘可到)
解散時間	中午 12:00
解散地點	香港都會大學李嘉誠專業進修學院
費用	全免
領隊老師	各班班主任及級主任

三、家校合作

6. 有關二零二三至二零二四年度中小學新春團拜 (全校適用)

藉著新春的日子，中小學家長教師會聯合籌辦新春團拜，冀望能增進中小學家長、老師和學生的感情，現誠邀各家長參加今年的團拜活動，詳情如下：

日期：	二零二四年二月二十一日 (星期三)
地點：	中學部禮堂
時間：	下午 4 時至 5 時
內容：	拜年、抽獎、遊戲、派禮物、與老師話家常。
費用：	全免

望各家長能踴躍支持。如有查詢，歡迎致電 2792 6712 與王麗珊老師聯絡。

四、其他事項

7. 第二十六屆天主教教區中學聯校運動會（全校適用）

第二十六屆天主教教區中學聯校運動會謹定於2024年1月30日及31日(星期二及星期三)假將軍澳運動場舉行，時間為上午8時至下午5時，視乎比賽進度，放學時間可能稍作提早或延遲。所有學生須穿著整齊體育服，穿著學校規定之運動鞋，或老師指定的服飾，參賽者帶備體育服短褲等裝備出賽。運動會為學校上課日，故全體學生必須準時出席。若學生因特別事故而未能出席，必須於兩天前遞交家長信經班主任向學校請假。若學生於運動會當天因病而未能出席，則須於當日8時前，由家長致電學校請假，並於隨後第一個上課日遞交家長信及醫生紙。遲到者需依照校方常規手續辦理，學生無故缺席將作曠課論。

2024年2月1日(星期四)為運動會後假期，當天學生不用回校上課。請家長督促子女善用假期，在家休息及完成老師委派的課業。

8. 百周年校慶啟動禮特別上課時間安排（全校適用）

本校創校於1924年，秉承天主教教區的辦學理念，廣傳仁愛，耕耘百載，為西貢社區提供教育服務。明年2024年學校將邁進第一百個年頭！為隆重其事，學校正籌備一連串活動，共賀這值得紀念的誌慶。現擬定於2024年2月5日（一）上午於學校校園舉行「崇真百周年校慶啟動禮」。當日上課安排如下：

時間	課節	地點
8:00-8:15	早會	集會操場
8:15-8:35	早讀時段	課室
8:35-9:15	第一節課	課室
9:15-9:55	第二節課	課室
9:55-10:10	小息	
10:10-10:30	班主任於課室介紹學校歷史、練習詠唱校歌。	課室
10:30-11:00	準備就座	手球場
11:00-12:15	百周年校慶啟動禮	手球場
12:15	放學	

9. 「電子錢包」增值及繳費注意事項（中一至中六級適用）：

為配合學生各方面的發展，學校會安排各類型學習活動，或協助學生購買教材文具，這些事項或會涉及費用徵收的行政工作。推行「電子錢包」的目的可以減少學生經常攜帶現金回校，同時亦能減少老師收取及找贖金錢所需的工作程序，令老師更能善用課堂時間，讓學生的學習更具成效。

「電子錢包」增值及繳費注意事項如下：

- 智能卡戶口內的金額只能用於學校指定的收費項目，例如：小額教材訂購費、級際活動車費，而有關項目亦會列明在家長通函內。如不欲購買或參與活動，請盡早交回通函回條通知學校。
- 各項增值及繳費記錄會於家長及學生的內聯網戶口內顯示，以供家長隨時查閱。
- 為減低家長於「電子錢包」增值時之負擔，學校於每學期初或智能卡戶口結餘不足時進行增值繳費。所有學生需為戶口增值，上學期約為 500 元；學期中約為 500 元，學期終時(連註冊費)約為 500 元，視實際情況而定。
- 基於用者自付原則，利用電子錢包進行繳費，完成交易會從電子錢包帳戶中扣取手續費，手續費為每單成功交易額的 0.5%，例子：(500 元收費，手續費為 $500 \times 0.5\% = \$2.5$)
- 學期終結時，若戶口內仍有餘額，會自動撥入新學年的戶口內繼續使用，而當學生離校時，餘額將會發還給家長。
- 若學生遺失了智能卡，拾獲者絕不能從戶口中提取款項，學生的戶口絕不會受到任何影響。
- 如個別學生因經濟困難，未能預繳增值費用，請與顏青霞副校長聯絡。

本學期「電子錢包」增值安排：

- | |
|---|
| 中一至中五學生電子錢包增值 500 元，如電子錢包餘額多於 1,000 元無須增值；中六學生電子錢包增值 400 元，如電子錢包餘額多於 400 元無須增值。學生請於二零二四年一月十二日(星期五)或以前透過 eClass 家長應用程式的電子繳費系統或繳交現金予班主任作增值之用。 |
|---|
- 如有任何查詢，請電 2792 6712 與顏青霞副校長或宋國安老師聯絡。

10. 學校校曆表留意事項 (全校適用)

- 1 月 30 及 31 日(星期二及星期三)為第二十六屆天主教教區中學聯校運動會，所有學生均須按時出席當日活動。
- 2 月 1 日(星期四)為聯校運動會後補假，學生當天不用上課。
- 2 月 2 日(星期五)為崇真多元學習日，所有學生均須按時出席當日活動。
- 2 月 5 日(星期一)為百周年校慶啟動禮，所有學生均須按時出席當日活動。

五、回條部份

(A) 一月份綜合通告 - 回條 (全校填寫)

敬覆者：本人已詳閱【一月份綜合通告】，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： 二零二四年_____月_____日

註：班主任收齊回條於 1 月 20 日前交回校務處朱先生

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(B) 「中四選科家長講座」- 回條 (中三級填寫)

敬覆者：本人知悉「中四選科家長講座」，本人(請在適當方格加“√”)

☐ 將會出席是項活動，並共有_____人參加。

☐ 不會出席是項活動。

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： 二零二四年_____月_____日

註：回條填妥後請交班主任收集再交予張繼發老師

(C) 「中小學新春團拜」 - 回條 (全校填寫)

敬覆者：本人已知悉有關「中小學新春團拜」之事宜。(請在□格加“√”示意)

本人 ☐ 將會出席是項活動，並共有 _____ 位參加。

☐ 不會出席是項活動。

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: _____

家長電話: _____

日 期: 二零二四年 _____ 月 _____ 日

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(D) 「電子錢包」增值及繳費注意事項 - 回條 (中一至中六級填寫)

敬覆者：本人已詳閱「電子錢包」增值及繳費注意事項，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: 二零二四年 _____ 月 _____ 日

註：班主任收齊回條及款項請於 12/1/2024 前交回校務處周小姐

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、平板電腦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 考生在開考後抵達試場，須先到校務處取得「遲到紙」，再按照試場監考老師指引入座。該考生不會得到額外時間作答。
5. 考生早退
 - 5.1 所有考生不得提早離場。
6. 在考試進行中，倘若考生違反以下規則，有關科目成績會被扣分，甚至可能被取消全部考試成績：
 - 6.1 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]。
 - 6.2 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未有關掉，甚至發出聲響。
 - 6.3 開考前考生不得貼上電腦條碼或開始書寫。
 - 6.4 考生使用沒有「H.K.E.A.A.APPROVED」或「H.K.E.A.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。

SAI KUNG SUNG TSUN CATHOLIC SCHOOL (SECONDARY SECTION)
F.6 MOCK EXAMINATION (2023-2024)

Exam. Centre : HALL

TIME TABLE

附件二
Appendix II

19/2/2024 Monday	20/2/2024 Tuesday	21/2/2024 Wednesday	22/2/2024 Thursday	23/2/2024 Friday
Chi. Lang. I 中文【1】 <閱讀> 8:15am-9:45am	Eng. Lang. I 英文【1】 <Reading> 8:15am-9:45am	Math. I (Compulsory part) 數學【1】 (必修部分) 8:15am-10:30am	Citizenship and Social Development 公民與社會發展科 8:15am-10:15am	Eng. Lang. III 英文【3】 <Listening & Integrated Skills> 8:15am-10:45am
Chi. Lang. II 中文【2】 <寫作> 10:15am-12:30pm	Eng. Lang. II 英文【2】 <Writing> 10:15am- 12:15pm	Math. II (Compulsory part) 數學【2】 (必修部分) 11:00am-12:15pm	Eng. Lang. IV 英文【4】 <Speaking> 10:45am-1:15pm	

SAI KUNG SUNG TSUN CATHOLIC SCHOOL (SECONDARY SECTION)
F.6 MOCK EXAMINATION (2023-2024)

Exam. Centre : HALL

TIME TABLE

26/2/2024 Monday	27/2/2024 Tuesday	28/2/2024 Wednesday	29/2/2024 Thursday	24/2/2023 Friday
Physics I 物理【1】 8:15am-10:45am Biology I 生物【1】 8:15am-10:45am ERS I 倫理與宗教【1】 8:15am -10:00am Economics II 經濟【2】 8:15am-10:45am	THS I 旅遊與款待【1】 8:15am-9:45am P.E.I 體育【1】 8:15am -10:30am ICT I 資訊及通訊科技【1】 8:15am -10:15am	Chemistry I 化學【1】 8:15am-10:45am Geography I 地理【1】 8:15am-11:00am	BAFS II 企業會計與財務【2】 8:15am-10:30am Chi. History I 中國歷史【1】 8:15am-10:30am	Math. M1 (Extended part) 數學 (延伸部分) 8:15am-10:45am
Physics II 物理【2】 11:15am-12:15pm Biology II 生物【2】 11:15am-12:15pm ERS II 倫理與宗教【2】 11:15am -1:00pm Economics I 經濟【1】 11:15am-12:15pm	THS II 旅遊與款待【2】 11:00am-12:15pm P.E. II 體育【2】 11:00am-12:15pm ICT II 資訊及通訊科技【2】 11:00am -12:30pm	Chemistry II 化學【2】 11:30am-12:30pm Geography II 地理【2】 11: 30am-12:45pm	BAFS I 企業會計與財務【1】 11:00am-12:15pm Chi. History II 中國歷史【2】 11:00am-12:20pm	

Exam. Centre : HALL

4/3/2024 Monday	5/3/2024 Tuesday
V. Arts 視覺藝術 8:15am-12:15pm	Contingency Day for Exam Make-up 備考日



Dear Parents / Guardians,

January Circular

Please take note of the following details, special arrangements and forthcoming school events and functions. Kindly acknowledge receipt of this circular by returning the signed reply slips to class teachers.

A. Learning & Teaching

1	Arrangement of S6 Mock Examination, Examination Evaluation and Study Leave	(For S6 Students)	P.14
2	First Term Parents' Day and Book Exhibition	(For All Students)	P.14
3	Talk for Parents – Selection of S4 Electives	(For S3 Students)	P.15
4	Bulk Purchase of Citizenship, Economics and Society school-based learning materials	(For S1 Students)	P.15

B. Student Life

5	STS Diversity Learning Day	(For All Students)	P.15-17
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C. Home-School Cooperation

6	Special Arrangement of 23-24 Spring Gathering of PTA	(For All Students)	P.17
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D. Others

7	26 th Hong Kong Catholic Diocesan Secondary Schools Joint Athletics Meet	(For All Students)	P.17
8	Special Class Schedule for “100 th Anniversary Kick-off Ceremony”	(For All Students)	P.17
9	“eWallet” Reloading and Charges	(For S1-S6 Students)	P.18
10	School Calendar Reminder	(For All Students)	P.19

E. Reply Slips

11	A) January Circular - Reply Slip	(For All Students)	P.20
12	B) Talk for Parents - Selection of S4 Electives - Reply Slip	(For S3 Students)	P.20
13	C) Spring Gathering of PTA - Reply Slip	(For All Students)	P.20
14	D) “eWallet” Reloading and Charges - Reply Slip	(For S1-S6 Students)	P.21

F. Appendices

15	Appendix I : Examination Regulations	(For S6 Students)	P.22
16	Appendix II : Examination Timetable	(For S6 Students)	P.10-12

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. Arrangement of S6 Mock Examination, Examination Evaluation and Study Leave (For S6 Students)**

The upcoming S6 Mock Examination will be held from 19th February to 5th March 2024. The Examination Review is to be held from 6th March to 8th March 2024. Please take note of the following arrangements:

- (a) Students shall attend school as usual. The school bell rings at 7:55 a.m. and candidates shall arrive at the designated venue at 8:00 a.m. Candidates who arrive after this time shall be treated as latecomers. Only if candidates do not sit for the 1st section of the examination, they shall arrive at the examination venue 15 minutes prior to the start of the 2nd section of the examination.
- (b) Candidates are not allowed to leave early during the examination.
- (c) Candidates shall wear school uniforms.
- (d) To prepare for the examination, the school will advise students not to play ball games after school. Parents shall urge their children to go home as soon as possible for revision.
- (e) Enclosed please find the Regulations for the Examination (Appendix I) and the Examination Timetable (Appendix II) for your reference.
- (f) In case of school suspension according to the EDB announcement, the examination scheduled for that day will be postponed. The rest of the examination will be held as scheduled.
- (g) After the Examination Review, students will be on study leave and should arrange time for their own revision. Self-study rooms will be arranged by the school on campus. Students are welcome to study at school and consult their teachers. Students should wear school uniforms if they study at school and keep silent while studying in the self-study rooms.

2. First Term Parents' Day and Book Exhibition (For All Students)

Details of the First Term Parents' Day 2023/2024 are listed below:

- a) Parents-Teachers Interview (For S1 to S5 Students)
The Parents-Teachers Interview will be held on 24th February 2024 (Saturday). We earnestly invite parents to come with their children to meet class teachers and collect the 1st term school report. Through discussion with teachers, parents can know more about their children's behaviour at school and collaborate with teachers to help nurture their children. The school report will be given to parents directly and no representative may collect the reports on behalf of the parents. Please kindly arrange time to meet the class teachers for a better understanding of your children's progress.
- b) Book Exhibition (For All Students)
In order to arouse students' interests in reading, our school will hold a Book Exhibition in the student development center and badminton court (from 8:30a.m. to 12:30p.m.) on the same day. Parents are invited to order books during the exhibition.

3. Talk for Parents – Selection of S4 Electives (For S3 Students)

Our school will hold a talk for parents titled “Selection of S4 electives” on Parents’ Day, to provide suggestions on S4 Curriculum Selection. We sincerely invite parents to join. Details are listed below:

Date:	24 th February 2024 (Saturday)
Time:	10:00 a.m. – 10:30 a.m.
Venue:	Geography Room

The content of the talk includes a discussion on the structure of the School Senior Secondary Curriculum, S4 class allocation, relevance among the choices of electives, our children’s future plans, and other career paths for S3 students. We kindly invite parents to take part in the talk with their children, and help them make a decision on choosing suitable courses.

4. Bulk Purchase of Citizenship, Economics and Society school-based learning materials (For S1 Students)

To enhance the capacity of learning of Citizenship, Economics and Society, the school will purchase the following school-based learning materials for the S1 students. The details are as follows:

School-based learning material	Price
S1 (Part B) Financial Education / Rights and Duties	\$72.00

Fees will be deducted from the students’ e-wallets. Should you have any enquiries, please contact Mr. Chan Wing Yin or Miss Chan Mei Kwan at 2792 6712.

B. Student Life**5. STS Diversity Learning Day (For All Students)**

The school is organizing the "STS Diversity Learning Day" this year. The purpose is to allow students to step out of the classrooms and participate in various themed and experiential activities. This will enable them to explore new things, understand themselves better, enhance their reflective abilities, and foster a positive attitude. The STS Diversity Learning Day is considered a regular school day, and all students are required to attend punctually. If a student is unable to attend due to special circumstances, a written excuse from parents must be submitted through the class teacher to the school at least two days in advance. If a student is unable to attend the event due to illness, the parent must call the school office before 8:00 a.m. that day to report the absence. Subsequently, a written excuse along with a medical certificate must be submitted on the first subsequent school day. Latecomers are required to follow the school's regular procedures, and students who are absent without a valid reason will be considered to have an unauthorized absence.

	S1 Team Building Day Camp
Venue	Po Leung Kok Jockey Club Tai Tong Holiday Camp
Date	2/2/2024 (Friday)
Meeting Time	8:00a.m.
Meeting Point	School S1 Classrooms
Dismissal Time	4:30p.m.
Dismissal Point	Sai Kung Tang Shui Kin Sports Ground Exit
Fee	Fully subsidized by LWL Grant
Teachers-in-charge	Form teachers and class teachers

	S2 "We are STS" Training Day Camp
Venue	The Hong Kong Federation of Youth Groups Jockey Club Sai Kung Training Camp
Date	2/2/2024 (Friday)
Meeting Time	8:00a.m.
Meeting Point	School S2 Classrooms
Dismissal Time	4:30p.m.
Dismissal Point	Sai Kung Tang Shui Kin Sports Ground Exit
Fee	Fully subsidized by Healthy School Programme
Teachers-in-charge	Form teachers and class teachers

	S3 AYP Camp
Venue	HKAYP Jockey Club Duke of Edinburgh Training Camp
Date	2/2/2024 (Friday)
Meeting Time	8:30a.m.
Meeting Point	School S3 Classrooms
Dismissal Time	4:00p.m.
Dismissal Point	Sai Kung Tang Shui Kin Sports Ground Exit
Fee	Free (Absent students are required to make up the fee)
Teachers-in-charge	Form teachers and class teachers
Remarks	A briefing session will be held on Thursday, 25th January 2024, from 4:00p.m. to 4:30p.m. in the school activity room

	S4 YTT Spiritual Day
Venue	Yim Tin Tsai
Date	2/2/2024 (Friday)
Meeting Time	8:45a.m.
Meeting Point	School
Dismissal Time	3:45p.m.
Dismissal Point	Sai Kung Public Pier
Fee	Each student will be charged a lunch fee of \$80 (will be deducted from their e-Wallets). The remaining expenses will be covered by LWL Grant and school subsidies.
Teachers-in-charge	Form teachers, class teachers and Mr. Cheng Ming Fai

	S5 Positive Value Day Camp
Venue	Breakthrough Youth Village
Date	2/2/2024 (Friday)
Meeting Time	8:30a.m.
Meeting Point	School
Dismissal Time	4:30p.m.
Dismissal Point	School
Fee	Fully subsidized by "Mental Health @ School" programme
Teachers-in-charge	Form teachers, class teachers and social worker Ms. Tsang Kay Yuen

	S6 Day visit "Hong Kong Metropolitan University Li Ka Shing School of Professional and Continuing Education"
Venue	Hong Kong Metropolitan University Li Ka Shing School of Professional and Continuing Education
Date	2/2/2024 (Friday)
Meeting Time	9:15a.m.
Meeting Point	Hong Kong Metropolitan University Li Ka Shing School of Professional and Continuing Education (a 4-minute walk away from Kwai Hing MTR Station)
Dismissal Time	12:00noon
Dismissal Point	Hong Kong Metropolitan University Li Ka Shing School of Professional and Continuing Education
Fee	Free
Teachers-in-charge	Form teachers and class teachers

C. Home-School Cooperation

6. Special Arrangement of 23-24 Spring Gathering of PTA (For All Students)

The Parent Teacher Associations of Primary and Secondary Sections have co-organised the Spring Gathering to liaise with students, parents and teachers from both Primary and Secondary Sections. You are cordially invited to the Spring Gathering this year. The details are as follows:

Date:	21 st February 2024 (Wednesday)
Venue:	School Hall (Secondary Section)
Time:	4:00 p.m. – 5:00 p.m.
Activities:	Courtesy call, lucky draw, games, gift-giving, chat with teachers
Fees:	Free of charge

Please sign and return the reply slip concerned to the class teacher if you are interested. Should you have any enquiries or suggestions, please contact Miss WONG Lai-shan at 2792 6712.

D. Others

7. 26th Hong Kong Catholic Diocesan Secondary Schools Joint Athletics Meet (For All Students)

The 26th Hong Kong Catholic Diocesan Secondary Schools Joint Athletics Meet will be held at Tseung Kwan O Sports Ground on 30th & 31st January 2024 (Tuesday and Wednesday), from 8:00a.m. to 5:00p.m. The exact closing time for students may vary depending on the progress of the events.

All students should wear PE uniforms and prescribed sports shoes, or designated clothing and bring shorts when attending the Joint Athletics Meet. All students must attend the Joint Athletics Meet and arrive on time. If students cannot attend the Joint Athletics Meet, they should inform the class teacher and submit the parents' letter with explanation two days before the event held. If students are absent from the Joint Athletics Meet due to sickness, parents should inform the school before 8:00a.m. that day and submit the parent's letter with doctor's certificate on the following school day. Latecomers should follow usual procedure set by the school. Unexcused absence is regarded as truancy.

1st February 2024 (Thursday) is the holiday after the Joint Athletics Meet. Parents should encourage their child to spend the holiday wisely by staying at home and doing assignments.

8. Special Class Schedule for "100th Anniversary Kick-off Ceremony" (For All Students)

Our school was established in 1924, upholding the educational philosophy of the Catholic diocese, spreading love and compassion, and serving the community of Sai Kung with education. In early 2024, the school will celebrate its centennial anniversary. To commemorate this significant milestone, the school is preparing a series of activities to celebrate this memorable occasion. As part of the celebrations, we have scheduled the "100th Anniversary Kick-off Ceremony" to be held on February 5, 2024 (Monday) in the school campus. The class schedule for that day is as follows:

Time	Period	Location
8:00-8:15	Morning Assembly	Assembly Playground
8:15-8:35	Morning Reading Period	Classroom
8:35-9:15	Period 1	Classroom
9:15-9:55	Period 2	Classroom
9:55-10:10	Recess	
10:10-10:30	Introduction of School History and School Song singing practice session	Classroom
10:30-11:00	Prepared to be seated	Handball Court
11:00-12:15	100th Anniversary Kick-off ceremony	Handball Court
12:15	Dismissal	

9. "eWallet" Reloading and Charges (For S1-S6 Students)

The school arranges different kinds of learning activities or purchases teaching materials and stationery for students, which may involve some administrative fees. In the past, students had to bring in cash and teachers had to spend time collecting money. With 'eWallet', payments can be made more conveniently and safely.

Please take note of the followings:

- The Smart Card Account can be used to settle designated payments, such as small amount of subscription fee of teaching materials and class activity transportation fee. The relevant items will be listed in Notice to Parents. Please inform us and submit the reply slip(s) in advance if you do not wish your child to place an order or participate in the activities.
- Top-up records and payment details will be shown in the intranet accounts of parents and students for verification.
- The school will request students to credit the 'eWallet' with money at the beginning of the term or when there is a low or insufficient balance. All students should top up their account with \$500 at the beginning of the first term, about \$500 at the beginning of the second term (including air conditioning fee) and about \$500 at the end of second term (including registration fee). You will be informed of the actual top-up amount at a later stage.
- On the basis of User-pay principle, the transaction fee will be deducted from the e-wallet account when using the e-wallet for payment. The fee is 0.5% of each successful transaction order. (For example: \$500 transaction payment, the transaction fee is $500 \times 0.5\% = \$2.5$)
- The account balance will automatically be brought forward to the following academic year. Any unused balance will be returned to parents when students leave school/graduate.
- Student's Smart Card is not linked to the 'eWallet'. Therefore, anyone who finds a lost Student Card will not be able to use the money in the 'eWallet'.
- Students who are unable to reload Student Smart Card due to financial difficulty should contact the Vice Principal Ms. NGAN Ching-har.

The Arrangement of Reloading “eWallet” in the Second Term of School:

- | |
|---|
| <p>S1 to S5 students should add value \$500 in their e-wallet. If the total amount of their e-wallet is more than \$1,000, they don't need to add value. S6 students can add value \$400 in their e-wallet. If the total amount of their e-wallet is more than \$400, they don't need to add value. Students either via the e-Class Parents App or in the form of cash to their class teachers to reload 'eWallet' on or before 12th January, 2024 (Friday).</p> |
|---|
- For enquiries, please contact the Vice Principal, Ms. NGAN Ching-har or Mr. SUNG Kwok-on at 2792 6712.

10. School Calendar Reminder (For All Students)

- (a) 30th and 31st January (Tuesday and Wednesday) are the 26th Hong Kong Catholic Diocesan Secondary Schools Joint Athletics Meet. All students must attend the day's events on time.
- (b) 1st February (Thursday) is the day following the Joint Schools Athletics Meet. It is a school holiday. Students do not need to attend classes on that day.
- (c) 2nd February (Friday) is the STS Diversity Learning Day. All students must attend the day's events on time.
- (d) 5th February (Monday) is the 100th Anniversary Kick-off Ceremony. All students must attend the day's events on time.

E. Reply Slips**(A) January Circular - Reply Slip (For All Students)**

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

I have read and understood the January Circular in detail.

Parent's suggestions (if any) : _____

Student's Name: _____

Class: _____ Class No: _____

Parent's signature: _____

Date: _____

Remarks: Class teachers should collect and submit the reply slips to Mr. CHU at the General Office on or before 20th January, 2024.

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✂

(B) Talk for Parents – Selection of S4 Electives - Reply Slip (For S3 Students)

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

I have read and fully understood the notice about the **Talk for Parents – Selection of S4 Electives**.
(*Please tick “✓” the appropriate box.)I ☐ will join the activity and in total _____ person /people will be joining.☐ will not join the activity.

Parent's suggestions (if any) : _____

Student's Name: _____

Class: _____ Class No: _____

Parent's signature: _____

Date: _____

✂

✂

(C) Spring Gathering of PTA - Reply Slip (For All Students)

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

I have read and fully understood the notice about the **Spring Gathering of PTA**.

(*Please tick “✓” the appropriate box.)

I ☐ will join the activity and in total _____ person /people will be joining.☐ will not join the activity.

Parent's suggestions (if any) : _____

Student's Name: _____

Class: _____ Class No: _____

Parent's Name: _____

Parent's Phone No.: _____

Parent's Signature : _____

Date : _____

(D) “eWallet” Reloading and Charges – Reply Slip (For S1 to S6 Students)

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

I have read and understood the details and arrangement about the “eWallet” Reloading and Charges.

Student's Name: _____

Class: _____

Class No: _____

Parent's signature: _____

Date: _____

Remarks: Please collect the reply slips and money and hand them to Ms. Jasmine Chow at the General Office on or before 12th January, 2024.

1. All candidates must follow the instruction given by the invigilators. You should enter the examination venue 10 minutes before the examination starts and sit according to the seating plan assigned. Candidates should arrive at the waiting room 15 minutes before start of the oral examination and keep silent when waiting.
2. All candidates must put all the notes, books and personal belongings (such as the off-mode mobile phones, tablets and smart watches with word-display facilities) in a bag that can be properly closed with a zip/buckle etc. The bag must be properly closed and placed under the chair.
3. Candidates must keep silent inside/outside the examination venue.
4. Punctuality of candidates.
 - 4.1 If candidates arrive at the examination venue after the examination starts, they should take the “Late Record Sheet” from the General Office. The seat will be assigned by the invigilator. Candidates will NOT be given extra time to compensate for any time lost.
5. Leave early of candidates.
 - 5.1 All candidates are not allowed to leave the examination venue early.
6. If candidates violate the following regulations in the examination, they will be subject to a mark penalty or subject downgrading and may even be disqualified from the whole examination.
 - 6.1 Any articles such as notes, books and all kinds of electronic devices (e.g. mobile phones, tablets, electronic dictionaries, smart watches with word-display facilities) are found on the desk or in the drawer of the desk, in the pockets or on the body of the candidates during an examination.
 - 6.2 If candidates are found to have any electronic devices (including mobile phones) switched on, and even the mobile phones or the alarms ring during an examination.
 - 6.3 Candidates do not allow to stick the barcode labels or start writing before the examination.
 - 6.4 Candidates use the calculators without the label of 「H.K.E.A.A.APPROVED」 or 「H.K.E.A.A.APPROVED」.
 - 6.5 If candidates continue writing when the announcement of “Time’s up” or “collect the paper” is made by the invigilator.
 - 6.6 Candidates who misbehave or act maliciously (e.g. making noise) in such a way that they upset the conduct of the examination.
 - 6.7 Candidates proved to have cheated.
7. Handling cases of absence during examination
 - 7.1 Make-up examination will NOT be given to students who were absent from the examination.
 - 7.2 For the absentees who do not provide any reason, their school report will state they were absent without reason during the examination of the subject and the paper concerned.