



ELCHK Lutheran Secondary School

Parent's Notice 25003 'School Opening Affairs'

1/9/2025

ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School

Dear Parents/Guardians,

With the grace of God, we cordially invite you and all members of LSS to be 'Walking Together, Seeking Footsteps', and let God 'Training in Godliness' in this academic year. To understand how the school helps our students learn, grow, and make progress, parents are advised to study this circular thoroughly.

1. Results in the Hong Kong Diploma of Secondary Education (HKDSE) Examination

Thanks to the support and effort of our parents and students, our school's results in the 2025 HKDSE examination were marked with satisfactory performance and shows significant improvement.

There are 8 subjects 100% of our students attained Level 2 or above, 15 subjects more than 90% of our students attained Level 2 or above.

There are 10 subjects, namely, Chinese, Chinese History, History, Economics, Business, Accounting and Financial Studies (BAFS), Information and Communication Technology (ICT), Ethics and Religious Studies, Physics, Biology, Visual Arts, Health Management, Social Care (HMSC), Tourism and Hospitality Studies (THS) and Physical Education attained Level 3 or above. There are 11 subjects, namely, Chinese History, History, Economics, BAFS, ICT, Physics, Biology, Visual Arts, HMSC, THS and Physical Education attained Level 4 or above.

It is through the care and guidance of parents and teachers that students are able to grow and make academic progress. Through close liaison with parents, we are confident in helping our students reach new heights in future HKDSE examinations.

Should you have any enquiries, please contact Ms. Chan, the Vice Principal, at 27802291.

2. School Calendar, timetable, adaptation week, school time and extended learning classes (whole year)

2.1 The calendar and timetable of this school year will be distributed during the class teacher period on 1st September (Mon).

2.2 A1-A4, B1-B4 timetable (Except Adaptation Week):

Lessons begin: 8:00 a.m.

Lunchtime: 12:25 p.m. – 1:40 p.m.

Lessons end: 3:45 p.m.

Note: If you have consolidated learning sessions, lessons end at 4:00 p.m.

2.3 Adaptation Week 2nd September (A2) to 5th September (A5)

2.3.1 School time on 2nd September (A2): 8:00 a.m. - 12:25 p.m.;

2.3.2 School time on 3rd September (A3) to 5th September (A5): 8:00 a.m. - 3:45 p.m.

Please see Attachment 1a for the arrangement of lessons and activities during adaptation week.

2.4 Overview of the Extended Learning Classes (see details in Attachment 1b).

2.5 A5 and B5 timetable (Except Adaptation Week):

A1-A4, B1-B4, A5/B5 (Except Friday and special days)		Every Friday and special days	
Morning Assembly	8:00 a.m. - 8:30 a.m.	Morning Assembly	8:00 a.m. - 8:25 a.m.
1 st period	8:30 a.m. - 9:25 a.m.	1 st period	8:25 a.m. - 9:00 a.m.
2 nd period	9:25 a.m. - 10:20 a.m.	2 nd period	9:00 a.m. - 9:35 a.m.
Recess	10:20 a.m. - 10:35 a.m.	Recess	9:35 a.m. - 9:50 a.m.
3 rd period	10:35 a.m. - 11:30 a.m.	3 rd period	9:50 a.m. - 10:25 a.m.
4 th period	11:30 a.m. - 12:25 p.m.	4 th period	10:25 a.m. - 11:00 a.m.
Lunchtime	12:25 p.m. - 1:35 p.m.	Recess	11:00 a.m. - 11:15 a.m.
Rollcall	1:35 p.m. - 1:40 p.m.	5 th period	11:15 a.m. - 11:50 a.m.
5 th period	1:40 p.m. - 2:35 p.m.	6 th period	11:50 a.m. - 12:25 p.m.
6 th period	2:35 p.m. - 3:30 p.m.	Lunchtime	12:25 p.m. - 1:35 p.m.
Class Teacher Period (S1 - S3)	3:30 p.m. - 4:00 p.m.	Rollcall	1:35 p.m. - 1:40 p.m.
Class Teacher Period (S4 - S6)	3:30 p.m. - 3:45 p.m.	Life Education	1:40 p.m. - 3:45 p.m.
Class dismissal / Extended learning classes / Extra-curricular activities		Class dismissal	

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

3. **Academic Requirements**

To enhance learning efficiency and performance, students are required to fulfil specific academic requirements. For details, please see Attachment 2a. With the collective effort of parents and the school, it is hoped that students can develop an earnest attitude towards learning and the achievement of academic goals.

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

4. **Summary of School Rules**

To ensure that students adhere to discipline and cultivate good character, our school has strict requirements detailed in the handbook. For details, please see Attachment 2b.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee.

5. **Borrowing Rules of Library**

Please see Attachment 2c for the borrowing rules of the library.

Should you have any enquiries, please contact Ms. Au Yeung, the Teacher-librarian.

6. **Application for Bringing Mobile Phone and Wearing Accessories**

Students who wish to bring their mobile phone to school are required to submit an application beforehand and follow school regulations. For details, please see Attachment 2d.

Students are required to dress properly and neatly at school. Accessories are not allowed. Parents who require their child to wear accessories at school should provide relevant reasons and seek the school's approval beforehand. Without the school's permission, the wearing of accessories will be considered a violation of the school rules. For details, please see Attachment 2e.

Students who wish to bring their mobile phone to school or wear accessories should have their parents sign in the reply slip for application. School will review the request and meet with the student should the need arise. Students are allowed to wear their accessories only when the school has approved the request.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee.

7. **Application for Self-Renewal Scheme**

Our school is conducted according to the Christian spirit and attaches great importance to the moral cultivation of students. If students have been disciplined owing to violating the school regulations, they are encouraged to reflect on and positively face their mistakes. They should set goals and make positive changes. If students have any disciplinary records after the application deadline for the Self-Renewal Scheme on 14th April, the 2024-25 school year, they can apply to participate in the Self-Renewal Scheme and set goals for improvement before 12th September (Fri). The application form of the Self-Renewal Scheme is available in the school office and the Discipline Committee.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee.

8. **Detention Class Arrangements**

"Rectify Mind, Cultivate Person" is our school motto. We always stress the importance of students' discipline. We hope to work with parents together in establishing positive school ethos that is appreciated by the society. To further enhance students' self-reflection and self-discipline, the school has 'Self-reflection lesson' from 3rd September (Wed) onwards. The venue is Geography Room. For details, please see Attachment 2f.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee or Mr. Lee, the Deputy Head of the Academic Affairs Committee.

9. **Lunchtime Arrangements (Applicable to S.1 to S.3)**

To ensure the health of our students, food hygiene and campus security, starting from 3rd September (Wed), all Form 1 to Form 3 students must stay at school for lunch. With a view to protecting the health of our students, food hygiene and campus security, our school lunch arrangements are divided into three different methods. For the arrangements, please see Attachment 2g and Attachment 2g-1.

For choosing option 1 (Catering service), students need to pay the lunch box fee by or before 3rd September (Wed) and submit the Lunch Box Ordering Form to their class teachers.

For choosing option 2 (Bring their own lunchboxes) or option 3 (Parents' delivery), please also provide the contact telephone number. Our school will make sure all students have lunch properly and behave themselves during lunchtime.

Should you have any enquiries, please contact the teacher-in-charge, Ms. Cheng.

10. Support for Non-Chinese Speaking (NCS) students

The 2014 Policy Address has enforced the enhancement of effective support for Non-Chinese Speaking students (NCS) since the 2014/15 academic year. The Education Bureau (EDB) provides the Chinese Language Curriculum Second Language Learning Framework (LEARNING ARCHITECTURE) for Second Language Learning in secondary schools. This is to further take into account the needs of NCS students to learn Chinese as a second language, which helps facilitate their integration into the mainstream Chinese classroom. In accordance with the relevant guidelines, the school will provide support to NCS students and local peers in learning Chinese as well as building an inclusive school community. For details, please see Attachment 2h.

The aforementioned arrangements aim to help NCS students learn Chinese and integrate into the community. Please remind your children to attend the classes on time.

Should you have any enquiries, please contact Ms. Fung, Special Educational Needs Coordinator (SENCO), or Ms. Au Yeung, the Deputy Head of Student Support Committee.

11. Notes to School Personal Data (Privacy) Policy and Collection of Personal Information of Students, Parents and Guardians and Collection of Medical Records of Students

In compliance with the requirements of the Personal Data (Privacy) Ordinance, the school is committed to protecting the personal data privacy of students. Please see Attachment 3 for 'School Personal Data (Privacy) Policy'. For the sake of your child's health and safety, the school will collect the personal information and medical history of all students. Personal information collected from your child is only used in matters pertaining to his/her health and safety and handled according to the requirement of EDB. Despite the voluntary basis of the provision of such data, insufficient information may make it less possible for the school to have a comprehensive understanding of your child's medical history. We may therefore not be able to provide proper assistance to him/her in case of an accident.

Please fill in and sign the Student Health Declaration Form (Attachment 4) and the reply slip attached.

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

12. Students' Personal Accident Insurance

Given that the Block Insurance Policy (BIP) of the Education Bureau provides compensation only in respect to permanent disability or accidental death, the school has purchased "Students' Personal Accident Insurance" for all students so as to extend the coverage to accidental injuries. Students are not required to submit any payment. After the process of quotation and evaluation, Assicurazioni Generali S.p.A. has been selected as the insurer. For details, please see Attachment 5.

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

13. Special Arrangements for Application for Changing Language Version and Elective Subject (Applicable to S4 to S6)

13.1 Application for Changing Language Version

To better cater to the needs of students, the school will allow S4, S5 and S6 students to apply to change the language version of their elective subjects. Please see Attachment 6a for details of application.

13.2 Application for Changing Elective Subject (Applicable to S5 and S6)

In order to help students in Form 4 fully understand the learning situation and study to the best of their ability, there will be no applications for dropping elective subjects for S4 students. For S5 and S6 students, each student is only allowed to drop one elective subject and attend the designated curriculum either in S5 or in S6 due to individual reasons, such that they can meet the university admission requirements. Please see Attachment 6b for details of application.

Should you have any enquiries, please contact Mr. Ko, the Deputy Head of the Academic Affairs Committee.

14. S.4 Adding and Dropping Elective Subjects

The school will distribute the Adding/Dropping Elective Subjects Form to S.4 students on 8th September (Mon). Options on the form include elective subjects offered by the school, and DSE Physical Education. The result will be released between the end of September and early October. Please see Attachment 6c for details of application.

Should you have any enquiries, please contact Ms. Fuk, the teacher-in-charge.

15. Order of Learning Materials and Newspaper Subscription

To enhance the learning efficiency of students and develop the habit of reading newspaper, broaden their horizons and improve their language proficiency, students are highly recommended to subscribe to newspapers. For details, please see Attachment 7.

Should you have any enquiries, please contact Ms. Au Yeung, the Teacher-librarian.


16. Application for the Student Financial Assistance

For the details of various financial assistance and subsidies, please refer to the following attachments:

16.1 'Application for Student Financial Assistance' and 'Notification of Result': Student Travel Subsidy Scheme / School Textbook Assistance Scheme / Subsidy Scheme for Internet Access Charges, please see Attachment 8a;

16.2 'LSS Subsidy Table 2025-26', please see Attachment 8b.

Students are reminded to submit the following documents on time to avoid delay in processing the application:

5/9 (Fri)	Class teachers collect the "Eligibility Certificate" of Student Travel Subsidy / School Textbook Assistance (applicable to eligible applicants), photocopy of the "Notification of Result" of Student Travel Subsidy / School Textbook Assistance (eligible S.1 and S.6 students).
By 9/9 (Tue)	Those who wish to apply for the Grantham Maintenance Grants should submit the documents to the General Office. (It takes time for the school to process the application. Please submit the documents on time.)
On or Before 29/9 (Mon)	"MTR Student Travel Application Form" S1 to S6 students may apply for or renew their MTR Student Travel Scheme online or via the MTR Mobile App. Students who apply for the scheme may scan the following QR code:  Instructional Video for MTR Student Travel Scheme Application

Students will be informed of other assistance applications via either school notices or the school intranet in due course.

Should you have any enquiries, please contact Ms. Liu, the Deputy Head of the School Development Committee.

17. "Bring Your Own Device" (BYOD) E-Learning Program (Applicable to S.1 to S.2)

In accordance with the Education Bureau's "Fourth Strategy on Information Technology in Education," which encourages schools to utilize tablet computers, our school will implement the "Bring Your Own Device" (BYOD) e-learning program starting from the 2025/26 school year to promote effective learning for your child. From this point onward, all new Form One students each year will be required to participate in the program, gradually expanding it to the entire school. For details, please see Attachment 9a and Attachment 9b. Please fill in and sign the attached reply slip of Attachment 9a.

Should you have any enquiries, please contact Mr. Cheng, the Head of the Information Technology in Education Committee or Mr. Chung, the teacher-in-charge.

18. Arrangements for the briefing session on HKDSE Category B - Applied Learning Subjects (Applicable to S.5 and S.6 Students)

To help students understand the course documents, lesson arrangement and course assessments, a briefing session is arranged for those who have taken Applied Learning Courses. The details are as follows:

Date: 5th September (Fri) Time: 4:00 p.m. – 4:30 p.m.

Venue: Room 508 Target: All students who have taken Applied Learning Courses (must be present)

Should you have any enquiries, please contact Mr. Ho, the Deputy Head of the Careers Guidance Committee.

19. IT Assistant (ITA) Training

An IT training workshop will be organized to equip students with technology skills and enhance classroom learning through information and technology. The details are as follows:

Date: 12th September (Fri) Time: 4:00 p.m. – 4:50 p.m.

Venue: Room 604

Target: S.1 to S.5 ITA (A separate parents' notice will be given to class representatives.)

Should you have any enquiries, please contact Mr. Cheng, the Head of the Information Technology in Education Committee or Ms. Lam, the teacher-in-charge.

20. Arrangements for Parents' Notice

Based on environmental principles, our school mainly use eClass Parent App as the electronic platform for distributing parents' notices. Parents can required to sign via eClass Parent App as acknowledgement. For details and eClass Parent App account, please see Attachment 10.

Should you have any enquiries, please contact Ms. Ng, the Vice Principal, or Mr. Cheng, the Head of the Information Technology in Education Committee.

21. Arrangements of After-school Extended Learning Classes

To facilitate learning, Extended Learning Courses will be provided to students during the after-school period. Please refer to the Overview of the Extended Learning Classes (please see Attachment 1b for details) and Extended Learning Classes in September and October (please see Attachment 11 for details).

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

22. LSS Life Education Classes (September)

To cater for students' needs in learning and growth, the school will provide different learning opportunities through various programmes and activities. For details, please see Attachment 12.

Should you have any enquiries, please contact Mr. Ng, the Vice Principal, or Ms. Chak, the Head of the Healthy School Committee.

23. September Special School Day

23.1 Opening Ceremony will be held on 1st September (Mon). Students are required to come to school at 8:30 a.m. and class dismissal is at 12:00 n.n. If the Education Bureau announces class suspension under inclement weather conditions, the ceremony will be rescheduled to the morning of 2nd September (Tue). The school time remains unchanged.

23.2 Adaptation Week will be held from 2nd September (A2) to 5th September (A5). The school time is as follows:

Date	School time
2/9 (A2)	8:00 a.m. to 12:25 p.m.
3/9 (A3) - 5/9 (A5)	8:00 a.m. to 3:45 p.m.

23.3 27th September (Sat) is S.4 Saturday Activity Day. The school time for S.4 students is from 8:45 a.m. to 12:00 n.n.

23.4 ELCHK Teachers' Development Day will be held on 30th September (Tue) which is a school holiday.

Should you have any enquiries, please contact Ms. Ng, the Vice Principal.

Please submit the reply slip to the class teacher by 3/9 (Wed).

Yours faithfully,



Mr. Liang Kwun Fan
Principal

ELCHK Lutheran Secondary School
(Reply Slip) Parent's Notice 25003 'School Opening Affairs'
[Submit the Reply Slip to class teacher by 3/9]

Dear Principal,

I understand the information detailed in this notice and I will urge my child to follow the rules and regulations. My applications are as follows: (Please "✓" as appropriate)

1. Application for Bringing Mobile Phone to School

I have read the notice of "Application for Bringing Mobile Phone to School" and will remind my child to follow the rules.

☐ I am requesting permission for my child to bring his/her mobile phone to school.

(Student's contact number: _____ Model of the phone: _____)

☐ I am not requesting permission for my child to bring his/her mobile phone to school.

2. Special Request for Wearing Accessories

I have read the notice of "Special Request for Wearing Accessories" and will remind my child of the rules on school uniform.

☐ I am requesting to allow my child to wear accessories to school. (Watches are not considered accessories)

Style: _____ Shape: _____ Colour: _____

Reasons: _____

☐ I am NOT requesting to allow my child to wear accessories to school.

3. Lunch box arrangements (applicable to S.1 to S.3 students)

I will choose on behalf of my child (please "✓" as appropriate)

☐ Option 1: I would like to order lunch boxes through the school and my child will order monthly.

☐ Option 2: I will prepare a lunch box for my child to bring.

☐ Option 3: I will deliver a lunch box to my child at lunchtime.

(For option 2 or 3, please provide parent's contact number: _____)

4. Notes to School Personal Data (Privacy) Policy and Collection of Personal Information and Medical Records of Students, Parents and Guardians

I have read and understand the notes and ☐ consent / ☐ do not consent to the school's use of the personal information of my child (including parents / guardians) for purposes as mentioned in the notice.

5. Other documents and applications (Please "✓" as appropriate)

☐ My child has submitted the Eligibility Certificate (Student Financial Assistance) (eligible applicant)

☐ My child has submitted the photocopy of the Notification of Result (Student Financial Assistance) (eligible S1 and S6 student)

6. New Arrangements of Distributing Electronic Parents' Notice

Parents who cannot receive an electronic parents' notice are required to tick in the box for a paper-based parents' notice.

☐ I wish to apply for a paper-based parents' notice.

7. Newspaper Subscription

I would like to subscribe to the following newspaper(s) through the school (you can "✓" more than one item).

S.4:

	ML (\$110)	EB 1 (\$66)
Order, please ✓		

S.5:

	ML (\$110)	EB 2 (\$66)
Order, please ✓		

Chinese:

For S.4 to S.5 students who do not wish to subscribe to “ML” through the school, please state your means of subscription: _____

Economics:

For S.4 to S.5 students who do not wish to subscribe to “EB 1/2” through the school, please state your means of subscription: _____

8. Order for Supporting Learning Materials

I acknowledge the school policy of ordering materials on behalf of students and the school-based materials. My orders are as follows: (You may tick “✓” more than one item)

Form	Item	Price	Please tick “✓” if you wish to order; Please cross “x” if you do NOT wish to order.	If you do NOT wish to order, please state your means of acquiring the item(s).
S.1	Calculator Casio fx-50FH II (1A, 1B, 1C, 1D)	\$297		
	History Reading Materials (1A, 1B, 1C, 1D)	\$83		
	IS (workbook 1A+1B) (1A, 1B, 1C, 1D)	\$210		
	CS.1B - Safety eyewear	\$15		
S.2	History Reading Materials (2A, 2B, 2C, 2D, 2E)	\$53		
	IS (workbook 2A+2B) (2A, 2B, 2C, 2D, 2E)	\$211		

* Students may purchase items 7 and 8 through the school by cash or cheque (Payable to: **The Incorporated Management Committee of ELCHK Lutheran Secondary School**).

Items 7 and 8 Total:

Student's Name: _____ Parent's Signature: _____

Class: _____ () Parent's Name: _____

Adaptation Week

2/9/2024 (Tue)

Time	S.1	S.2	S.3	S.4	S.5	S.6
8:00 a.m. - 8:25 a.m.	Campus TV					
8:25 a.m. - 9:00 a.m.	Class Teacher Period					
9:00 a.m. - 9:35 a.m.						
9:35 a.m. - 9:50 a.m.	Recess					
9:50 a.m. - 10:25 a.m.	Thematic Activity (1)	Thematic Activity (2)	Thematic Activity (3)	Thematic Activity (4)	Thematic Activity (5)	Thematic Activity (6)
10:25 a.m. - 11:00 a.m.						
11:00 a.m. - 11:15 a.m.	Recess					
11:15 a.m. - 11:50 a.m.	Introduction to Extra-curricular Activities					
11:50 a.m. -12:25 p.m.						
12:25 p.m.	Class Dismissal					

Remarks: Opening Ceremony will be held on 1st September (Mon) in the morning. Students are required to come to school at 8:30 a.m. and class dismissal is at 12:00 n.n. If the Education Bureau announces class suspension under inclement weather conditions, the ceremony will be rescheduled on 2nd September (Tue). S.1 to S.6 students are required to come to school at 8:30 a.m. and class dismissal at 12:00 n.n..

3/9/2024 (Wed) - 5/9/2024 (Fri)

Time	Event
8:00 a.m. - 8:25 a.m.	Class Teacher Period
8:25 a.m. - 9:00 a.m.	1 st period
9:00 a.m. - 9:35 a.m.	2 nd period
9:35 a.m. - 9:50 a.m.	Recess
9:50 a.m. - 10:25 a.m.	3 rd period
10:25 a.m. - 11:00 a.m.	4 th period
11:00 a.m. - 11:15 a.m.	Recess
11:15 a.m. - 11:50 a.m.	5 th period
11:50 a.m. - 12:25 p.m.	6 th period
12:25 p.m. - 1:40 p.m.	Lunch
1:40 p.m. - 3:45 p.m.	GET SET GOAL or Class Teacher Period (3/9-4/9) LSS Life Education (5/9)

	Mon			Tue			Wed			Thu			Fri		
Dec	1	B1		2	B2					4	B4		5	B5	<i>Life Education</i>
	F1	Eng Make-up	4:00-4:45pm	F6	Eng,中文	3:50-4:50 pm				F6	Electives 1	3:50-4:50 pm	F6		<i>CSD test</i>
	F2	MOI Make-up	4:00-4:45pm	F1	MOI Make-up	4:00-4:45pm									
				F2	Eng Make-up	4:00-4:45pm									
	8			9	A2		10	A3		11	A4				
	15	B5		F6	Electives 2	3:50-4:50 pm	F6	English Elevation Program	3:50-5:50 pm	F6	Electives 3	3:50-4:50 pm			
	F6	CSD, Math	3:50-4:50 pm												

	Tue			Thu			Fri		
Jan							2	B5	Life Education
							F5	Electives 1	Electives 2
							F6	Math, CSD	CSD, Math
	6e	A2		8e	A4		9e	A5	Life Education
	F6	Math, CSD	3:50-4:50 pm	F6	中文,Eng	3:50-4:50 pm	F6		Electives 3
	13e	B2		15e	B4		16e	B5	Life Education
	F6	Eng,中文	3:50-4:50 pm				F6	Electives 1	Electives 2
							30(e)	B5	Life Education
							F5		Electives 3

	Tue			Thu			Fri		
Feb	3(e)	A2		5(e)	A4		6(e)	A5	<i>Life Education</i>
	F5	Math, CSD	3:50-4:50 pm	F5	CSD, Math	3:50-4:50 pm	F5	<i>中文,Eng</i>	<i>Eng, 中文</i>
	24	B2					27	B5	<i>Life Education</i>
	F5	中文,Eng	3:50-4:50 pm				F5	<i>Electives 1</i>	<i>Electives 2</i>

	Mon			Tue		
Mar				3	A2	
				F5	Eng,中文	3:50-4:50 pm
	16	A1		17	A2	
	F1	Eng Make-up	4:00-4:45pm	F5	Electives 2	3:50-4:50 pm
	F2	MOI Make-up	4:00-4:45pm	F1	MOI Make-up	4:00-4:45pm
				F2	Eng Make-up	4:00-4:45pm

	Tue			Thu		
April	14	A2		16	A4	
	F5	Electives 1	3:50-4:50 pm	F5	Electives 3	3:50-4:50 pm
	21	B2		23	B4	
	F5	中文,Eng	3:50-4:50 pm	F5	Eng,中文	3:50-4:50 pm

	Mon			Tue			Thu		
May	4	B1		5	B2		7	B4	
				F5	Math, CSD	3:50-4:50 pm	F5	CSD, Math	3:50-4:50 pm
	F1	Eng Make-up	4:00-4:45pm	F1	MOI Make-up	4:00-4:45pm			
	F2	MOI Make-up	4:00-4:45pm	F2	Eng Make-up	4:00-4:45pm			
	11	A1		12	A2		14	A4	
	F1	Eng Make-up	4:00-4:45pm	F5	Electives 1	3:50-4:50 pm	F5	Electives 3	3:50-4:50 pm
	F2	MOI Make-up	4:00-4:45pm	F1	MOI Make-up	4:00-4:45pm			
				F2	Eng Make-up	4:00-4:45pm			
				19	B2				
				F5	Electives 2	3:50-4:50 pm			

Academic Requirements

Attachment 2a

1. Good learning attitude:

Students are expected to actively engage in schoolwork. Parents are encouraged to remind students to complete their homework, as well as revise, and consolidate knowledge acquired in class. To help students foster good learning habits, the “Hand in Homework on Time” scheme has been introduced for all subjects in S1 to S3 - and for Chinese, English, Mathematics and Citizenship and Social Development in S4 to S6. A demerit will be given to those who fail to hand in homework on time five times in a month. An additional demerit will be given should a student fail to meet homework deadlines ten times in a month.

2. Promotion requirements:

- 2.1 S.1 to S.3 students will not be promoted if they do not receive a passing grade in Chinese, English, Mathematics, or Conduct. The passing grade is 50 marks.
- 2.2 S.4 to S.5 students will not be promoted if they do not receive a passing grade in Chinese, English, Mathematics, Citizenship and Social Development, or Conduct. The passing grade of internal tests / examinations is 40 marks.
- 2.3 Students on probation may be subject to grade retention should they fail to meet the school’s academic requirements in the coming year.

3. Arrangements of enrichment classes and make-up assessment:

For further consolidation of learning, students with unsatisfactory grades and those repeating will be required to attend enrichment classes and make-up assessment in July. Students on probation with unsatisfactory performance will not be promoted. Subjects for enrichment classes and make-up assessment include:

S.1 to S.3	Chinese, English and Mathematics
S.4 to S.5	Chinese, English, Mathematics and Citizenship and Social Development

Remarks: S.4 to S.5 students must attend the enhancement courses during summer holidays and the next school year if their results in elective subjects are not up to standard.

4. Disqualification from Examination:

Students will not be allowed to sit for any examination if they are absent from school for over one-eighth of the school days in one semester (including casual leave and sick leave). The student will receive 0 marks in all subjects. Exceptions may apply to those with the principal’s approval.

5. Graduation Requirements:

- 5.1 Students must complete all internal examinations and have good conduct in order to graduate.
- 5.2 Students who cannot meet the graduation requirements will only be awarded a “Certificate of Completion”.

Summary of School Rules

Attachment 2b

- 1. Students should wear the school uniform and the school badge and bring along with them their student card when they come to school.
- 2. Students should bring textbooks, reference books, exercise books as well as the necessary stationery items.
- 3. Students should take good care of school property and keep the campus clean. Offenders are required to compensate for any damaged property and are subject to punishment.
- 4. Students should behave themselves during class, recess, assembly and extra-curricular activities.
- 5. Students should arrive at school on time and attend all tutorials, assemblies and extra-curricular activities required. Unapproved absence will be considered truancy, and the student may receive a major demerit.
- 6. Students should not engage in any inappropriate gatherings or activities. Offenders may receive a major demerit.

7. Should students wish to withdraw from the school or transfer to another school, their parents or guardians are required to inform the school in writing.
8. Should students violate the school rules, punishment will be meted out according to the severity of the violation. Cheating during examinations and theft are considered serious violations. Offenders may receive a major demerit.
9. Awards will be given to students who achieve a good performance in conduct, academics, activities or service.
10. To apply for sick leave, parents must contact the school office by 8:00 a.m. Students must undergo all necessary procedures of the application within two days after returning to school. Should students wish to apply for casual leave, they are required to submit a parent's letter to explain the reason(s).

Borrowing Rules of Library

Attachment 2c

1. All students can use the valid student ID card or the student handbook with a student photo to borrow books in the library. Each student can borrow up to 5 books at a time.
2. The borrowing period is 14 days. If no one else has reserved the book, it can be renewed twice. Students can renew the book online or bring the book to the library for renewal.
3. Those who fail to return the books are required to pay a fine of \$0.5 for every school day. The maximum fine is HK\$100.
4. If the book is lost or damaged, students have to purchase a new copy or compensate according to the price of the book.
5. Students who leave school due to graduation or withdrawal should return the borrowed books to the library.
6. The library will issue a record to each class teacher every month. The class teacher will notify the student(s) whose book(s) has not been returned for more than 20 days or whose amount owed exceeds \$15. If students do not follow up, the school will contact the parents to investigate potential difficulties and reasons.

Application for Bringing Mobile Phone

Attachment 2d

1. The application should be submitted by the parents.
2. Students are responsible for keeping their mobile phones safe. The school will not be responsible for any loss or damage.
3. Besides studying, students are not allowed to take out, turn on or use their mobile phones on campus. The school will confiscate mobile phones that emit sound in class or on campus. Should a confiscation occur, parents are required to visit the school to retrieve the student's mobile phone.
4. Should a student's mobile phone cause repeated disturbance to the classroom, the student will be prohibited from bringing their mobile phone to school.
5. To avoid any accident, parents are advised to remind their children to use mobile phones with care in public spaces.
6. Parents should not call their children during school time. To communicate with students during school time, parents are advised to contact the school first and the message will be passed to the student accordingly.

Regulations for Wearing Accessories

Attachment 2e

1. Only ornaments for traditional, auspicious purposes are allowed. Any other accessory is prohibited.
2. Accessories should be of modest style, colour and size;
3. Students should avoid wearing valuable accessories and should handle their personal accessories with care.

Detention Class Arrangements

Attachment 2f

1. Arrangements of 'Self-reflection lesson' for students who are late

Students are supposed to be in school on time. If a student is late for school for the first time, the discipline teachers will ask about the reason and the office staff will call his/her parents. If the student is late for school for two or more times, he/she must attend the detention class on that day unless there is an after-school tutorial class.

2. Arrangements of 'Self-reflection lesson' for students with late submission of homework

Awards will be given to the students who submit homework on time; on the contrary, students who fail to submit homework in time need to go for detention class. S.1-S.3 students need to go for detention lesson on the same day of failing to submit homework.

3. No absence without reason is allowed except for extended learning classes and competitions. Detention classes will be arranged every day after school, starting from 4:00 p.m. Parents are encouraged to work with the school to teach students the importance of punctuality and hard working. If you are unable to attend due to illness, you must inform the discipline teacher before leaving

Lunchtime Arrangements (Applicable to S.1 to S.3)

Attachment 2g

Option 1	<p>School-Ordered Lunch</p> <ol style="list-style-type: none">1. Students may order lunch boxes from the school's designated lunch vendor 'Vitaland Services Limited'.2. In September, students ordering lunch in school will receive a set of reusable utensils from Vitaland Services Limited. Students are responsible for cleaning and storing the utensils themselves.
Option 2	<p>Students bring their own lunch boxes</p> <ol style="list-style-type: none">1. Students can bring their own lunch back to school (please bring your utensils), but the school will not refrigerate or reheat the food.2. Lunch boxes should be easy to carry. For safety reasons, please do not use fragile containers (such as glass or ceramic).3. Do not bring perishable or refrigerated foods back to school (such as sushi or cakes).4. When preparing lunch, parents should pay attention to food hygiene and balanced nutrition.
Option 3	<p>Delivery of meals by parents</p> <ol style="list-style-type: none">1. The use of "Meal Delivery Card":<ol style="list-style-type: none">1.1 Each student will be issued one "Meal Delivery Card" (to be distributed later).1.2 To ensure campus safety, if parents/family members deliver meals, please show the "Meal Delivery Card" to the staff at the school gate.1.3 In case of loss, a replacement can be obtained from the school office for HK\$5.2. The meal delivery time is from 12:00 p.m. to 12:20 p.m.3. The designated drop-off location for meal delivery of the school is the area next to the library.4. Notes:<ol style="list-style-type: none">4.1 For campus security, food hygiene, and contractual obligations, parents should not let other food suppliers or restaurants deliver meals to the school, and not to send takeaway lunch boxes.

	<p>4.2 Parents should refrain from delivering beverages and easily spilt lunch boxes when delivering meals to the school.</p> <p>4.3 The lunch box must be placed in a carrying bag clearly marked with the student's name and class.</p> <p>4.4 For balanced nutrition and health of our students, parents should prepare balanced meals for their children with less meat, more vegetables, low sugar, salt, fat, and high fiber content.</p> <p>5. If parents are unable to deliver meals to the school on a given day, students may purchase lunch boxes from the lunch supplier for \$28 at the canteen.</p>
--	---

Meal Ordering Arrangements Starting November:

1. Starting from November, parents must select and pay for their children's meals through the Vitaland Services Limited online lunch ordering system. For, detailed instructions for using the online ordering system, please see Attachment 2g-1.
2. If parents wish to continue ordering lunch for their children, please complete the lunch box order process through the Vitaland Services Limited online lunch ordering system from the 10th to the 16th of each month.
3. Parents must select and pay for their children's meals before the deadline; otherwise, the online ordering system will be automatically closed. Parents must contact the lunch supplier to discuss the handling of late orders.
4. If a student needs to return a meal due to absence, parents must send a WhatsApp message to 67929762 before 9:00 a.m. on the day of absence. Otherwise, the meal cannot be returned and there will be no refund.

Support for Non-Chinese Speaking (NCS) students

Attachment 2h

1. External Chinese teacher classes

The programme aims to enhance students' interest in learning Chinese and prepare students for public examinations such as the GCSE. Occasional extra-curricular activities will be held. Another Parents' Notice will be issued to clarify the details. The course starts in October.

2. Teaching adjustment

In subjects such as Chinese, Chinese History and Putonghua, the elements of language proficiency, pedagogical content, homework requirements and test content will be adjusted by subject teachers to ensure that the students will integrate into the mainstream gradually.

3. Tests and examinations adjustment

Chinese, Chinese History and Putonghua teachers will be responsible for making adjustments in tests and examinations. Students' grades are shown as rankings.

網上訂餐系統 激活帳戶程序



步驟 1) 家長登入學生的學校Gmail帳戶, 會收到一封由訂餐公司發出的電郵(如附圖), 然後點擊(A)位置, 電腦會開始進入網站



步驟 2)進入網站後，出現上述畫面，家長/學生可點擊更新「個人資料」位置，然後進入下一畫面

主頁 選擇餐單 最新消息 常見問題 用戶指南 聯絡我們 歡迎! Joe Lai · 繁 EN

登錄名稱
VITALAND00004235

學校
維他天地虛擬學校 中 3 A

電子郵件
joelai2280@gmail.com

學生姓名
Joe Lai

學號
2

新密碼
請輸入8至16個字母數字字符, 至少1個數字, 1個大寫字母和1個小寫字母。

確認密碼

確認

更改密碼

步驟 3) 系統會自動將學生資料導入版面，而家長/學生只需要更改密碼便可



步驟 4) 登記戶口已完成, 家長/學生可進入系統訂餐。

重新進入系統程序



Vitaland Lunch Order/維他天地午膳訂購 <services@vitaland.com.hk>

維他天地午膳網上訂購系統 - 帳戶激活 Vitaland Lunch Meal e-ordering 維他天地午膳網上訂購系統 - 帳戶激活 Vitaland Lunch Meal e-ordering

收件人: Joe Lai (STS)

按一下這裡下載圖片。為了協助保護您的隱私，Outlook 不會自動下載郵件中的某些圖片。

請注意：該郵件來自維他奶外部——請謹慎打開相關鏈接或附件，如有疑問請諮詢IT服務團隊。Attention: This is an external email, please do not click links or open attachments unless you recognize the sender and know file content is safe, and please contact IT support team for the concern.



親愛的用戶 VITALAND00004233,

新的午膳餐單準備好了，請立即登入午膳網上訂購系統
<https://eorder.vitaland.com.hk/>，訂購下月之學生午膳。詳情請參閱以下內容:

帳戶及個人資料:

學校名稱: 維他天地虛擬學校

學生姓名: Joe Joe

班級 (班號): 小 1 C (50)

餐單詳情:

餐單名稱: Aug 2025 Menu

餐單月份: 8/2025

步驟 1) 收到電郵後，按 “S”位置的超連結進入訂餐網站

主頁 最新消息 常見問題 用戶指南 聯絡我們 登入 繁 EN

請注意: 每月訂單需於前一個月截止日下午十一時五十九分前完成付款手續方為有效

Vitaland Lunch Order/維他天地午餐訂購 <services@vitaland.com.hk>
維他天地午餐網上訂購系統 - 客戶致函 Vitaland Lunch Meal e-ordering 維他天地午餐網上訂購系統 - 客戶致函 Vitaland Lunch Meal e-ordering
如蒙惠顧, 請向本中心查詢詳情。—— 逢星期三休息。如蒙惠顧, 請向本中心查詢詳情。 Attention: This is an external email, please do not click links or open attachments unless you recognize the sender and know the contents, and please contact IT support team for the concern.

親愛的用戶 VITALAND00004233,

歡迎使用我們的午餐網上訂購系統。

請閣下點擊以下連結, 以啟動新用戶:

現在登入

☐ 請記住我

登錄

忘記密碼?

版權所有 © 2018 維他天地服務有限公司 條款及細則 私隱政策

登入帳戶名稱

A

B

C

步驟 A) 於登入位置 輸入帳戶名稱，可翻閱電子郵件。

B) 於密碼位置 輸入已更改的個人密碼。

C) 如忘記密碼，可按加下角位置的「忘記密碼？」，然後按步驟重新設定

1. All students and graduates (and their parents/guardians) must provide the school with necessary information when applying for school places or requesting educational and other services.
2. The personal information collected from students, parents and guardians will be used for the following purposes:
 - 2.1 student record;
 - 2.2 academic and teaching and learning affairs (including careers and counselling);
 - 2.3 character and potential development affairs (including discipline, counselling, moral and civic education, leadership training, extra-curricular activities, invitational education, other learning experiences, etc.);
 - 2.4 religious education;
 - 2.5 student welfare;
 - 2.6 parents/family education;
 - 2.7 communication and administration in the Parents and Teachers Association;
 - 2.8 alumni communication and administration;
 - 2.9 other education-related purposes (e.g. teaching and learning services provided by educational institutions);
 - 2.10 school news on the school intranet and class allocation information on the school bulletin boards;
 - 2.11 school publications, leaflets, Instagram. and school website for promoting the school and enhancing communication between the school and the community;
 - 2.12 positive messages/good news which may involve personal information of students (e.g. name, class, awards and excellent results);
 - 2.13 works of students such as homework, drawings, and school life highlights (including videos and photos) which may be used for classroom learning purposes or published in school magazines, exhibitions, and on the school website.
3. The school will keep the personal information of students, parents and guardians confidential. Only authorised entities, such as class teachers and the school secretary, can provide the information to the following organisations (when needed):
 - 3.1 The Education Bureau and affiliated departments such as the Regional Education Offices and Careers Team.;
 - 3.2 The Examination and Assessment Authority;
 - 3.3 Health Institutions such as the Intensive Care Unit, the Health Department and the Centre for Health Protection;
 - 3.4 Other related departments/institutions such as the Hong Kong Police Force, the Fire Services Department, the Social Welfare Department, the Student Financial Assistance Agency and scholarship related offices.
4. According to Personal Data (Privacy) Ordinance, all students or graduates (and their parents/guardians) reserve:
 - 4.1 the right to investigate if the school holds their personal information;
 - 4.2 the right to revise the information if inaccurate;
 - 4.3 the right to check the school policy with the use of information and the right to be informed of the types of information held by the school.
5. The school will ensure the safety and confidentiality of all personal information, works of students, and videos and photos. “Notes to School Personal Data (Privacy) Policy” and “Collection of Personal Information and Medical Records of Students, Parents and Guardians” are applicable to students attending the school. Parents/guardians are advised to read them thoroughly and submit the reply slip to the class teacher. Please inform the school in writing if any changes are needed.

Student Health Declaration Form

(Filled out by Parent/Guardian)

(Restricted - The information provided will only be used for the purpose of the student's health reference)

Collection of Personal Data

Personal data collected from your child is only used for handling matters pertaining to his/her health and safety. Despite the voluntary basis of the provision of such data, insufficiency of information may make it less possible for the school to have a comprehensive understanding of your child's medical history. We may not be able to provide proper assistance to him/her in case of an accident. According to the Personal Data (Privacy) Ordinance, you have the right to access and correct the data supplied. Please contact the school if necessary.

Student Name: (CHI) _____ (ENG) _____

Class: _____ Class No.: _____ Gender: _____ Date of Birth: _____

1. If the student has ever had the medical condition(s) below, please put a “✓” in the appropriate box(es) and provide details:

	Illness	Age detected	Details of Disease	Current Condition
<input type="checkbox"/>	G6PD deficiency			
<input type="checkbox"/>	Bronchial asthma			
<input type="checkbox"/>	Epilepsy			
<input type="checkbox"/>	Fits due to fever			
<input type="checkbox"/>	Kidney disease			
<input type="checkbox"/>	Heart disease			
<input type="checkbox"/>	Diabetes mellitus			
<input type="checkbox"/>	Hearing defect			
<input type="checkbox"/>	Haemophilia			
<input type="checkbox"/>	Anaemia			
<input type="checkbox"/>	Other blood disease			
<input type="checkbox"/>	Allergy to drugs			
<input type="checkbox"/>	Allergy to vaccines			
<input type="checkbox"/>	Allergy to food			
<input type="checkbox"/>	Other allergies (Please specify: _____)			
<input type="checkbox"/>	Tuberculosis			
<input type="checkbox"/>	Minor operation			
<input type="checkbox"/>	Major operation			
<input type="checkbox"/>	Mental problems (e.g. psychosis, depression, anxiety disorder, obsessive-compulsive disorder etc.)			
<input type="checkbox"/>	Others			

2. If the student is considered not suitable for participation in any type of school activities, please specify and submit a medical certificate for the school's reference. Should you have any enquiries, please contact Mr. Lee Ki, the Head of the Extra-curricular Activities Committee at 27802291.

Remarks: Should there be any amendment to the information, please contact the class teacher immediately.

3. Parental Consent on Participation in Physical Education Lessons

Physical Education (PE) is an integral part of the school curriculum. All students must participate in PE lessons. However, if your child has any illness, you should seek medical advice on whether your child is able to participate in PE lessons. If your child needs to be temporarily or perpetually exempted from PE lessons, a medical certificate from a registered doctor is required. If there are any changes in your child's health conditions, please notify the class teacher or the PE teacher immediately. Please provide the following information. Should you have any enquiries, please contact the Head of the Physical Education Department, Ms. Wong Hoi Shan.

(Please put a "✓" in the appropriate box)

- ☐ My child is able to participate in PE lessons.
- ☐ My child is not able to participate in PE lessons. Relevant medical certificate is attached.
- ☐ Please exempt my child from participating in PE lessons from _____ to _____. Relevant medical certificate is attached.
- ☐ My child is only able to participate in the types of activities recommended by his/her doctor. Relevant medical recommendation is attached.

4. Emergency Contact (Name): _____ (parent / guardian)

Contact Number of Parent / Guardian: _____

1. Particulars:

1.1 Premium: \$12 (each student) (It will be allocated from the Fee for Special Purposes 2025-2026. Students will not be charged an additional cost.)

1.2 "School Group Personal Accident" particulars and compensations include:

Schedule of Benefits	Max. Amount Insured Per Person Per Accident (HK\$)
1. Accidental Death & Permanent Total or Partial Disablement (E.g. loss of limbs, deafness, blindness)	\$120,000
2. Accidental Medical Expenses Chinese Bonesetter and acupuncturist, HK\$200 per day per visit, up to HK\$1000 per accident and HK\$2500 per policy year	\$6,000 (per accident)
3. Burns Benefit (Medical expenses applicable for Second-degree or Third-degree burns)	\$30,000 (Whole year)
4. Funeral Expenses Benefit	\$5,000

2. The insurance shall only apply to 6 events which happen to the Insured Person within the territory of Hong Kong Special Administrative Region during:

2.1 School-time and inside the school campus;

2.2 Participation in all kinds of activities arranged/organised/endorsed by the Insured;

2.3 Travel with vehicles owned or rented by the Insured;

2.4 Food/drink poisoning from food/drink provided or arranged by the Insured;

2.5 Gas poisoning inside the school campus or during all activities arranged/organized/endorsed by the Insured;

2.6 The course of travelling directly from home to the school campus for the purpose of attending classes or participating in activities organised by the Insured.

3. Procedures of claim(s):

A written report should be handed in to the class teachers or the general office within a week of the student's accident during school activities and all documents within 2 weeks. The relevant documents include:

3.1 Filled Personal Accident Claim Form (can be obtained from the General Office or downloaded from the school website_school information)

3.2 A photocopy of student card or student handbook (on the page of student information);

3.3 Official receipts of the medical costs (name of the Insured Person and description of the injury should be stated clearly on the receipts);

3.4 A medical certificate if the receipts do not specify the accidental nature of the injury.

4. Remarks:

4.1 The above information is provided by Ablemex Financial & Insurance Services Ltd. Insurance claims will be underwritten by Assicurazioni Generali S.p.A.. Should there be any discrepancies between the version of this parent notice and the policy issued by the insurance company, the latter shall be considered final.

Application for Changing Language Version

Attachment 6a

1. Application period

Form Application Month	S.4	S.5	S.6
Sep 2025	Changing Language Version (Apply before 15th Sep)	Changing Language Version (Apply before 15th Sep)	Changing Language Version (Apply before 5th Sep)
Feb 2026	Changing Language Version	Changing Language Version	/
Jul 2026	Changing Language Version	Changing Language Version	/

2. Application method

Interested students may contact the subject teachers for further information and support. This application should be handed to Mr. Ko in Room 301 before 4:00 p.m. on the date mentioned above. Late applications will not be accepted.

Application for Changing Elective Subject

Attachment 6b

1. Application period

1.1 2025/26 S.6 students

Applying for changing elective subject to the designated curriculum for the 2025/26 school year (S.6)	1 st to 5 th September 2025
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1.2 2025/26 S.5 students

Applying for changing elective subject to the school-based curriculum in 2025/26 First Term of this school year (S.5)	1 st to 5 th September 2025
Applying for changing elective subject to the school-based curriculum in 2025/26 Second Term of this school year (S.5)	February 2026
Applying for changing elective subject and attending the designated curriculum for the 2026/27 school year (S.6)	July 2026, early September 2026

1.3 2025/26 S.4 students

Applying for changing elective subject to the designated curriculum in 2026/27 school year (S.5)	July 2026, early September 2026
--	------------------------------------

2. Application method

For S.5 students applying to change an elective subject to the school-based curriculum in First Term of this school year, applicants are required to make contact with teachers of the elective subject involved and submit the parent's letter to Mr. Ko in Room 301 before 4:00 p.m. 5th September (Fri). Late applications will not be processed.

S.4 Adding and Dropping Elective Subjects

Attachment 6c

Students who wish to add/drop subjects are required to submit the form to Ms. Fuk (Rm 301) in person before 15th September (Mon). The criteria for adding/dropping are as follows:

- Applicants can only add/drop subjects from the same elective subject group.
- If the adding applications of the chosen subject exceeds the quota, 1-2 applicants will be selected at the discretion of the subject teachers according to the following criteria:

Students' S.3 Overall Academic Results OR Students' S.3 Overall Results and the Results of Subjects Concerned	Interview OR Interview and Written Assessment
Weighting: 50%	Weighting: 50%

Order of Learning Materials

Attachment 7

Subject	Item	Publisher/Editor/Agent	Form	Fee
Calculator	Casio fx-50FH II	---	S.1	\$297
History Reading Material	Egypt, Nubia & Kush	Benchmark	S.1	\$83
	Who was Christopher Columbus?	Penguin Workshop	S.2	\$53
IS	CS.1B - Safety eyewear	Yik Fung Scientific Co.	S.1	\$15 # Remark
	Junior Secondary Science Mastering Concepts and Skills Workbook 1A (Loose- chapters binding)	Oxford University Press (China) Ltd	S.1 (1A, 1B)	\$105
	Junior Secondary Science Mastering Concepts and Skills Workbook 1B (Loose- chapters binding)	Oxford University Press (China) Ltd	S.1 (1A, 1B)	\$105
	初中科學 基礎概念與技能 作業 1A (單元裝)	Oxford University Press (China) Ltd	S.1 (1C, 1D)	\$105
	初中科學 基礎概念與技能 作業 1B (單元裝)	Oxford University Press (China) Ltd	S.1 (1C, 1D)	\$105
	Junior Secondary Science Mastering Concepts and Skills Workbook 2A (Loose- chapters binding)	Oxford University Press (China) Ltd	S.2 (2A, 2B)	\$106
	Junior Secondary Science Mastering Concepts and Skills Workbook 2B (Loose- chapters binding)	Oxford University Press (China) Ltd	S.2 (2A, 2B)	\$105
	初中科學 基礎概念與技能 作業 2A (單元裝)	Oxford University Press (China) Ltd	S.2 (2C, 2D, 2E)	\$106
	初中科學 基礎概念與技能 作業 2B (單元裝)	Oxford University Press (China) Ltd	S.2 (2C, 2D, 2E)	\$105

Remarks

- Students will be using the aforementioned materials in class. They may choose to purchase their own copy or place an order through the school by cash or cheque (Payable to: **The Incorporated Management Committee of ELCHK Lutheran Secondary School**).
- Students who wish to buy the eyewear on their own should ensure that the eyewear provides the proper level of protection in a laboratory (i.e. ANSI Z87.1 standard).
- Purchasing eyewear through the school is on a voluntary basis. Students are allowed to borrow eyewear from the school should the need arise. Should you have any enquiries, please contact Mr. Lo, the Panel Head of the Science Department.

Newspaper Subscription

1. Ming Pao

“星笈中文 (Tue)” and “Love Language (Wed and Fri)” are published by Ming Pao. As content in “Love Language” will be discussed during Chinese lessons, students are required to subscribe to the publication. Students may place an order through the school or by themselves such that they have the publication ready during class. For students with siblings in other forms of the school, only one copy is required.

1.1 Content includes:

☒ Hong Kong news ☒ China ☒ International news ☒ Education ☒ English
☒ Perspectives ☒ Supplement ☒ Education supplement “星笈中文” and “Love Language”:
comprehension and integrated skills of Classical Chinese and Modern Chinese.

Subscription Code:

Form	Distribution Dates (Excluding unified test or exam.)	Price	Total	Code
S.4 to S.5	School days from 9/9/2025 (Tue) to 12/6/2026 (Fri) (Every Tuesday, Wednesday and Friday) (33 times)	\$110	\$110	ML

2. “Hong Kong Economic Times (Biweekly Magazine)”:

To equip S.4 and S.5 students with economics principles and knowledge, the Economics teachers will use the materials from Hong Kong Economic Times: “Biweekly Magazine” for discussions. Students may place an order through the school or by themselves such that they have the publication ready during class.

2.1 Content includes:

☒ Cover Story and Special Topics ☒ Feature ☒ Economics Issues
☒ HKDSE/DRQ Challenge Station ☒ Mathematical Economics ☒ Others

Subscription Code:

Form	Distribution Dates (Excluding unified test and exam)	Price	Total	Code
S.4	6 sets per year	\$11	\$66	EB 1
S.5	6 sets per year	\$11	\$66	EB 2

Students may purchase them through the school by cash or cheque (Payable to: **The Incorporated Management Committee of ELCHK Lutheran Secondary School**).

“Students Financial Assistance Application” and “Students Financial Assistance Notification Letter”:
Application procedures of School Textbook Assistance Scheme / Travel Subsidy Scheme / Subsidy Scheme
for Internet Access Charges

For parents who plan to apply for the above mentioned financial assistance, please note that the application forms have already been given out in the last school term. Some qualified students have already received “School Textbook Subsidy” and “Subsidy for Internet Access Charges” starting from mid-August. Students who did not submit their applications earlier or failed to submit all documents required will only receive the subsidy upon the completion of the application procedures.

Upon receiving the “Eligibility Certificate” (EC), parents should complete it by choosing the subsidy schemes and return it to the school. The school will then pass the EC onto the Student Financial Assistance Agency (SFAA).

	Application procedures	Notes
(A) Already applied and received the EC	Fill in the information required on the EC and return it to the class teacher by <u>5/9 (Fri)</u> . It will then be passed to the School Office.	The application will be immediately processed by the School Development Committee. SFAA will transfer the subsidy into the account of the applicant around November.
(B) Already applied but have not yet received the EC	Once you receive the EC, submit it directly to the School Office as soon as possible.	The School Development Committee will process the application as soon as possible, but applicants may experience a delay in receiving the subsidy. The effective date will be determined by SFAA.
(C) Plan to apply by/after September	Please obtain the application form from District Offices or the School Office. Once you receive the EC, submit it to the School Office as soon as possible.	

*Note 1: EC is a very important piece of document. Before submitting it to the school, applicants should **keep a photocopy** of it for future reference.*

Note 2: For families experiencing special financial difficulties (e.g. if the breadwinner passed away or left the family recently), please write a parents’ letter to the Principal to seek discretionary approval or an increase in assistance level.

Enquiry: Working Family and Student Financial Assistance Agency - Student Finance Office

Phone number: 2802 2345

Website: <http://www.wfsfaa.gov.hk/>

“Students Assistance Notification Letter” (For qualified S1 and S6 students)

For parents of S1 and S6 students who have already received the notification letter (regarding School Textbook Assistance Scheme and Subsidy Scheme for Internet Access Charges) sent by the Student Financial Assistance Agency (SFAA), please return a **photocopy of the document** to the class teacher. The class teacher will then pass it to the School Office.

2025-26 Lutheran Secondary School Student Subsidies

code	Items	Eligibility Criteria	Application procedures	Subsidy	School Deadline	Result release date
01	School Textbook/ Internet Access Charges Subsidy	-----	Students submit the “Application for assessment of eligibility” to SFAA themselves; Submit to school for assessment once you receive the EC. (See Attachment 8a for details)	SFAA will assess, according to family income, whether the applicant is to receive “Full-grant” or “Half-grant”	All-year First batch of EC to be returned by 5/9/2025	All-year
02	Travel Subsidy Scheme	Residing beyond 10 minutes walking distance from school				
03	Grantham Maintenance Grants	S4 or above	Students may obtain the forms from the Grantham Scholarships Fund Committee, 34/F, Wu Chung House, 213 Queen’s Road East, Wanchai, Hong Kong or download the application form from: http://www.wfsfaa.gov.hk/ Return the completed form to Ms Chiu at the School Office.	Subsidy to be granted according to family income	9/9/2025 <i><u>Important reminder :</u></i> <i>It takes time for the school to process the application, so please submit the application on time.</i>	To be announced
04	MTR Student Travel Scheme	-----	S1 to S6 students can apply for their first-time or renewal applications online or via MTR Mobile App.	MTR concessionary fares	All-year	All-year
05	LSS Life-wide Learning Fund	S1 to S6	School letter to be given out in early-Oct. Return the reply slip for school to process.	Based on the number of activities participated, subsidy to be granted at the end of school term.	Mid-October	---
06	PTA Scholarship	S1 to S6	Teacher recommendation or self-recommendation	Scholarship	To be announced	
07	Public Examination Fee Remission	S6	Details to be announced by the Academic Affairs Office	Based on number of subjects	To be announced by the Academic Affairs Office	

Note 1 : Application is already open for items 01-03. Students who want to apply should act immediately.

Note 2 : Items 01-03 are not available for those who are already receiving Comprehensive Social Security Assistance.

Note 3 : Please refer to authorities related for final details of the above subsidy schemes.

「Bring Your Own Device」(BYOD) E-Learning Program (Applicable to S.1 to S.2)

Dear Parents/Guardians,

In accordance with the Education Bureau's "Fourth Strategy on Information Technology in Education," which encourages schools to utilize tablet computers, our school will implement the "Bring Your Own Device" (BYOD) e-learning program starting from the 2025/26 school year to promote effective learning for your child. From this point onward, all new Form One students each year will be required to participate in the program, gradually expanding it to the entire school. Details are as follows:

1. BYOD Specifications and Guidelines

Under this program, Form One and Form Two students in the 2025/26 school year will need to **purchase** the specified or updated model of personal tablet computer (the school will standardize on iPad devices). Please refer to "Specifications for Personal Tablets (iPad) under the BYOD E-Learning Program" in Attachment 9b for details. During the 2025/26 school year, Form One and Form Two students are required to bring their registered devices to school for learning activities.

The mobile device must have the Mobile Device Management (MDM) software installed by the school and allow the school to manage the personal tablet computer. This is necessary for usage as directed by teachers, enabling students to effectively utilize their personal tablets for learning both in and out of class. Students must adhere to the "Acceptable Use Policy for the BYOD E-Learning Program" during the program period (see Attachment 9b).

2. Funding Application

To alleviate the financial burden of the BYOD electronic learning program on low-income families, our school will participate in the Education Bureau's "Quality Education Fund Electronic Learning Grant Program – Support for Mobile Computing Devices and Internet Access" starting from the 2025/26 school year. We will apply for funding to provide mobile computing devices for loan to students in need. If parents meet the criteria, they may **borrow** personal tablets from the school during their child's enrollment.

Eligibility for application is as follows:

Students who meet the following conditions during the 2025/26 school year will be eligible for the funding program:

- 2.1 Recipients of the Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department;
- 2.2 Recipients of full or half subsidies for the School Textbook Assistance Scheme from the Student Finance Office; or
- 2.3 Students identified by the school as having limited economic capacity. Students from families with genuine financial difficulties but who do not receive CSSA or textbook assistance due to special circumstances must provide supplementary information to the school explaining the reasons. The number of such grants is limited, and the school will review each application case according to school-based criteria.

For more information, please refer to the homepage of “Quality Education Fund e-Learning Funding Programme—Provision of Mobile Computer Devices and Internet Services Support”:

https://www.edb.gov.hk/tc/edu-system/primary-secondary/applicable-to-primary-secondary/it-in-edu/ITE-QEF/qef_index.html



「Bring Your Own Device」(BYOD) E-Learning Program – Introduction Video



「Bring Your Own Device」(BYOD) E-Learning Program (Applicable to S.1 to S.2)

Reply Slip

Dear Principal,

1. BYOD Specifications and Guidelines

I acknowledge that I have been informed about the "Bring Your Own Device (BYOD) E-Learning Program" and have read the "Acceptable Use Policy for the BYOD E-Learning Program" (Attachment 9b) in detail.

I already have a suitable iPad at home for my child/ward to use for classes, and I agree to clear all data from iPad and submit it to the school for the installation of the Mobile Device Management (MDM) system. I also understand that the iPad will only be used for my child/ward's learning purposes in the future.

2. Funding Application

- (a) ☐ I do not intend to apply "Quality Education Fund e-Learning Funding Programme—Provision of Mobile Computer Devices and Internet Services Support" for the 2025/26 school year.
- (b) ☐ I intend to apply "Quality Education Fund e-Learning Funding Programme—Provision of Mobile Computer Devices and Internet Services Support" for the 2025/26 school year. And have enclosed a copy of the supporting documents verifying eligibility with the reply.
- I declare that my child/ward meets the following eligibility criteria:
- ☐ Receiving Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department for the 2025/26 school year.
 - ☐ Receiving school textbook allowance from the Student Finance Office for the 2025/26 school year, either in full or half.
 - ☐ My child/ward has not received the aforementioned CSSA or textbook allowance, but our current financial situation is limited. (Please attach supplementary information for clarification.)

(Please mark a "✓" in the appropriate box "☐")

Declaration Section

Regarding the borrowing of mobile computing devices (personal tablets), my child/ward:

- ☐ In the previous three academic years, has never borrowed such equipment through the "Quality Education Fund e-Learning Funding Programme—Provision of Mobile Computer Devices and Internet Services Support" at any other school.
- ☐ In the previous three academic years, has borrowed mobile computing devices (personal tablets) through the "Quality Education Fund e-Learning Funding Programme—Provision of Mobile Computer Devices and Internet Services Support" at:

_____ (name of previous school), and has returned the borrowed equipment to the previous school. (Eligibility is only valid if the borrowed equipment has been returned.)

(Please mark a "✓" in the appropriate box "☐")

(Applicable to parents borrowing the school iPad)

I hereby declare that the information and documents provided are accurate and complete, and I commit to the following:

- (I) If the school is unable to successfully apply for the relevant funding from the Education Bureau due to the false or incomplete information I provided, I will bear any resulting losses, including the cost of purchasing the equipment for my child/ward's learning.
- (II) If my family's financial situation improves, resulting in my child/ward no longer qualifying for the application, or if my child/ward leaves the school for any reason (including graduation, advancement, or transfer), I will **return all borrowed** equipment.

Should you have any enquiries, please contact Mr. Cheng, the Head of the Information Technology in Education Committee or Mr. Chung, the teacher-in-charge.

Student's Name: _____

Parent's Signature: _____

Class: _____ ()

Parent's Name: _____

Specifications for Personal Tablets (iPad) under the BYOD E-Learning Program

1. Recommended Minimum Specifications for Personal Tablets under the BYOD Program:

Devices supporting iPad OS 15:

- iPad (9th generation) or later
- iPad Mini (7th generation) or later
- iPad Air (5th generation) or later
- iPad Pro (6th generation) or later

2. Recommended Accessories for the BYOD Program:

- Any compatible stylus for personal tablets
- Protective case for the personal tablet
- Portable charging device
- Wired or wireless earphones

Acceptable Use Policy (AUP) for the BYOD E-Learning Program

To ensure that students can effectively and safely use personal electronic devices, the school has established an Acceptable Use Policy (AUP). Parents and students must agree to and commit to this policy in order to use personal tablets and the school's wireless network on campus.

The purpose of this policy is to protect students while using their personal tablets in a safe and regulated environment, preventing illegal, irresponsible behavior, ethical violations, or destructive online activities. Parents and students must carefully read this policy, understand the relevant rules and restrictions, and be aware of the consequences of violating the policy. Personal tablet use on campus is only permitted after both parents and students agree to and sign the consent form. The school reserves the right to revoke a student's ability to use their personal tablet if any terms of the policy are violated.

1. **Information Filtering and Device Management**

- 1.1. To ensure the information and software on personal tablets align with students' learning needs, all personal tablets used at the school must have a Mobile Device Management (MDM) program installed by the school. Students must allow the school to manage their personal tablets during the program. Before submitting their personal tablets for MDM installation, students must clear all data, log out of their Apple ID, and restore the device to factory settings.
- 1.2. The school will remotely install educational software and regularly update the system and applications via the MDM to ensure the security of students' personal tablets.
- 1.3. During the program, the school will temporarily manage students' personal tablets through the MDM, and parents or students may not install any applications or reset any settings on their personal tablets.
- 1.4. The school will register the hardware identification of each student's personal tablet for identification and management purposes.
- 1.5. For network security reasons, all browsing activities on the school's wireless network will be monitored and recorded.
- 1.6. The school will filter information accessed by students through their devices from the internet using a firewall. In certain exceptional cases, students may access inappropriate information that cannot be filtered. If this occurs, students should immediately notify a teacher or school IT staff. If a student is found browsing inappropriate content without notifying a teacher, the school may take disciplinary action.
- 1.7. Students must not bypass filters and security restrictions in any way while online.
- 1.8. The school reserves the right to monitor, inspect, access, and configure students' personal tablets.
- 1.9. The school reserves the right to disable the wireless network or devices without prior notice to students or parents.
- 1.10. If a student is found using an unapproved device on campus, the school has the right to confiscate the device and notify the parents to retrieve it in person.

2. Personal Daily Management of Student Devices

2.1. Storage and Security

- 2.1.1. Students must purchase a protective case and screen protector for their personal tablets.
- 2.1.2. Students should securely store their personal tablets and must lock them in a locker when not in use.
- 2.1.3. Students must take their personal tablets home every day after school and may not leave them in lockers.
- 2.1.4. The school will not be responsible for any loss, damage, or theft of personal tablets, accessories, or data.

2.2. Power Supply

- 2.2.1. Students must ensure their personal tablets are fully charged before returning to school.
- 2.2.2. Students may not use any school power sources to charge their personal tablets. To avoid interruptions in learning due to low battery, students are encouraged to carry a backup power source.

3. Guidelines for Using Personal Tablets on Campus

- 3.1. Students may only use personal tablets in class under the supervision of a teacher.
- 3.2. Students may only turn on speakers or use earphones and open audio or video files with the teacher's approval. Personal tablets must generally remain on silent mode while on campus.
- 3.3. Students may only use school-approved applications; parents and students may not install any applications on personal tablets independently.
- 3.4. Personal tablets are a learning tool. Students may not use personal tablets on campus for the following purposes:
 - Entertainment or gaming (e.g., listening to music, watching unrelated videos)
 - Accessing social media (e.g., Facebook, Instagram, Snapchat)
 - Instant messaging applications (e.g., WhatsApp, WeChat, Line)
 - Any activities unrelated to learning.
- 3.5. The school reserves the right to review students' browsing history on BYOD devices.
- 3.6. Students must respect intellectual property and may not store, use, or transmit unauthorized files or software.
- 3.7. Students should respect personal privacy and may not record audio, take photos, or make videos in class without teacher permission, nor publish or disclose such materials online or in any form.
- 3.8. Students must use personal tablets ethically and are prohibited from engaging in any inappropriate behavior using BYOD devices, including but not limited to: harassment, bullying, threats, personal attacks, or sharing harmful messages.
- 3.9. Students must maintain network security and may not intentionally spread malware (e.g., computer viruses) online.
- 3.10. Students must connect to the internet via the school's wireless network and are prohibited from using private mobile data (e.g., 4G and 5G) to access the internet.
- 3.11. Students must securely manage their personal accounts, including intranet, Google accounts, eClass student applications, and Hong Kong Education City. Students are prohibited from using others' accounts or sharing personal or others' login information.
- 3.12. If a student causes damage to another student's personal tablet, the school will handle it according to school regulations.
- 3.13. If a student is found violating any terms of this agreement or the school's electronic learning policies, the school reserves the right to inspect the student's personal tablet and/or revoke the student's permission to use personal devices, and take disciplinary action according to school regulations.

Type of Notice	Way of Issuing and Replying
Paper-based Notice	Parents must sign the reply slip and ask the students to return it to the class teachers.
Electronic Notice	Parents can sign via eClass Parent APP as acknowledgement.

Remarks:

1. All notices will be uploaded to the school website. Parents can also refer to all the notices via eClass Parent App.
2. Parents of S.2 to S.6 students can use the existing eClass Parent APP and account information to log in. It is **not necessary** to re-install the app and log in to the eClass Parent APP.
3. Parents of newly admitted S.1 students and transfer students will receive a letter on the “eClass Parent APP Account” on the day of school commencement. The information of the account name and password can be found in the letter. Parents of new students may visit our school website and select “Latest News” to learn about the installation and log-in procedure of eClass Parent APP. Our school website: www.lss.edu.hk.

Extended Learning Classes in September and October

Date	Day	Class	Subject	Time	Group	Venue (Room)	Teacher
6/9	Sat	S6	Elective 3	9:00 a.m. - 12:30 p.m.	Chem	603	LWK
9/9	Tue	S6	中文	3:50 p.m. - 4:50 p.m.	6A	409	TML
			中文		6B	706	YYM
			中文		6C	703	LHM
			中文		6D	410	LSS
			Eng		6E	705	LMKB
			中文		6BCD	505	HYC
11/9	Thu	S6	Eng	3:50 p.m. - 4:50 p.m.	6A	409	LKY
			Eng		6B	706	LMKB
			Eng		6C	703	CWK
			Eng		6D	410	LCY
			中文		6E	705	HYC
			Eng		6BCD	505	LPC
13/9	Sat	S6	Elective 1	9:00 a.m. - 12:30 p.m.	Bio	605	CKM
16/9	Tue	S6	Electives 3	3:50 p.m. - 4:50 p.m.	Chem	603	LWK
					ERS	505	CSL
					Geog	606	CMC
					BAFS 1	503	LYL
					ICT 1	101	CLM
					VA	701	LSF
19/9	Fri	Life Education					
		S5	中文	1:40 p.m. - 2:40 p.m.	5A	505	TML
			中文		5B	504	FYM
			中文		5C	503	TWK
			中文		5BC	502	TYH
			Eng		5D	606	LKY
			Eng	2:45 p.m. - 3:45 p.m.	5A	505	WPK
			Eng		5B	504	CPK
			Eng		5C	503	SCY
			Eng		5BC	502	LWKK
			中文		5D	606	TML

Date	Day	Class	Subject	Time	Group	Venue (Room)	Teacher
19/9	Fri	S6	Electives 1	1:40 p.m. - 2:40 p.m.	Bio	605	CKM
					Econ 3	410	CYN
					Hist	703	HCM
					BAFS 3	409	LYL
					M1	706	LKM
					M2	705	KCC
					DSE PE	lib	WHS
		S6	Electives 2	2:45 p.m. - 3:45 p.m.	Phy	602	HWS
					中史	409	LSK
					Econ 2	410	CYN
					THS	703	LML
					HMSC	705	CYK
					ICT 2	101	CCS
		S6	English Elevation Program	3:50 p.m. - 5:50 p.m.	Refer to Student Activity Notice	410	English Tutor
20/9	Sat	S5	Elective 1	9:00 a.m. - 12:30 p.m.	Bio	605	NYS
		S6	Electives 1	9:00 a.m. - 12:30 p.m.	M1	302	LKM
			Elective 2	9:00 a.m. - 12:30 p.m.	Phy	602	HWS
23/9	Tue	S6	Math	3:50 p.m. - 4:50 p.m.	6A	409	WKH
			CSD		6B	706	CWSJ
			Math		6C	703	CCY
			Math		6D	410	CCM
			CSD		6E	705	WFC
24/9	Wed	S6	English Elevation Program	3:50 p.m. - 5:50 p.m.	Refer to Student Activity Notice	410	English Tutor
25/9	Thu	S6	CSD	3:50 p.m. - 4:50 p.m.	6A	409	WFC
			Math		6B	706	WKH
			CSD		6C	703	NWY
			CSD		6D	410	CWSJ
			Math		6E	705	CCY
27/9	Sat	S6	中文	9:00 a.m. - 12:30 p.m.	6A	409	TML YYM LHM LSS HYC Chi teacher
					6B	706	
					6C	703	
					6D	410	
					6E	705	
					6BCD	505	

Date	Day	Class	Subject	Time	Group	Venue (Room)	Teacher
2/10	Thu	S6	Electives 1	1:40 p.m. - 2:40 p.m.	Bio	605	CKM
					Econ 3	410	CYN
					Hist	703	HCM
					BAFS 3	409	LYL
					M1	706	LKM
					M2	705	KCC
3/10	Fri	Life Education					
		S5	Electives 3	2:45 p.m. - 3:45 p.m.	Phy	602	HWS
					BAFS 3	505	LYL
					ICT 3	101	CLM
					VA	701	LSF
					HMSC	504	CYK
					Hist	503	HCM
		S6	Electives 3	3:50 p.m. - 4:50 p.m.	Chem	603	LWK
					ERS	505	CSL
					Geog	606	CMC
					BAFS 1	503	LYL
					ICT 1	101	CLM
					VA	701	LSF
		S6	English Elevation Program	3:50 p.m. - 5:50 p.m.	Refer to Student Activity Notice	410	English Tutor
4/10	Sat	S6	Elective 1	9:00 a.m. - 12:30 p.m.	Bio	605	CKM
9/10	Thu	S6	Electives 2	2:45 p.m. - 3:45 p.m.	Phy	602	HWS
					中史	409	LSK
					Econ 2	410	CYN
					THS	703	LML
					HMSC	705	CYK
					ICT 2	101	CCS
11/10	Sat	S6	Elective 1	9:00 a.m. - 12:30 p.m.	M1	302	LKM
			Elective 2	9:00 a.m. - 12:30 p.m.	Phy	602	HWS
		S4	Elective 2	9:00 a.m. - 12:30 p.m.	Bio	605	CKM
14/10	Tue	S6	Math	3:50 p.m. - 4:50 p.m.	6A	409	WKH
			CSD		6B	706	CWSJ
			Math		6C	703	CCY
			Math		6D	410	CCM
			CSD		6E	705	WFC
15/10	Wed	S6	English Elevation Program	3:50 p.m. - 5:50 p.m.	Refer to Student Activity Notice	410	English Tutor

Date	Day	Class	Subject	Time	Group	Venue (Room)	Teacher
17/10	Fri	Life Education					
		S5	Math	1:40 p.m. - 2:40 p.m.	5A	505	WKH
			Math		5B	504	WKY
			CSD		5C	503	CWSJ
			CSD		5D	502	WFC
			CSD	2:45 p.m. - 3:45 p.m.	5A	505	CWSJ
			CSD		5B	504	NWY
			Math		5C	503	WKH
			Math		5D	502	CCY
		S6	中文	1:40 p.m. - 2:40 p.m.	6A	409	TML
			中文		6B	706	YYM
			中文		6C	703	LHM
			中文		6D	410	LSS
			Eng		6E	705	LMKB
			中文		6BCD	606	HYC
			Eng	2:45 p.m. - 3:45 p.m.	6A	409	LKY
			Eng		6B	706	LMKB
			Eng		6C	703	CWK
			Eng		6D	410	LCY
			中文		6E	705	HYC
			Eng		6BCD	606	LPC
		S6	English Elevation Program	3:50 p.m. - 5:50 p.m.	Refer to Student Activity Notice	410	English Tutor
18/10	Sat	S5	Elective 1	9:00 a.m. - 12:30 p.m.	Bio	605	NYS
		S6	Elective 3	9:00 a.m. - 12:30 p.m.	Chem	603	LWK

LSS Life Education Classes (September)

1. Date: 5/9/2025(A5)

Form	S1	S2	S3	S4	S5	S6
Activity	Religious Education Day	Get Set Goal (Ch.1)	Discipline Activity	Get Set Goal (Ch.1)	Unique Goal Project	Hymn Sharing and Class Teacher Period
Duration	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.
Venue	Truth Lutheran Church	Classroom	Classroom	Classroom	Hall	Music Room and Classroom
Time of Arrival	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.
Time of Dismissal	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.

2. Date: 12/9/2025(B5)

Form	S1	S2	S3	S4	S5	S6
Activity	1) Get Set Goal (Ch.1) 2) Activity by Social Workers	Technology Education	Discipline Activity	Get Set Goal (Ch.2)	Get Set Goal (Ch.1)	HKDSE Mock Release
Duration	1) 1:45 p.m. - 2:45 p.m. 2) 2:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 4:45 p.m.
Venue	1) Classroom 2) Classroom	Classroom	Classroom	Classroom	Classroom	Hall
Time of Arrival	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:35 p.m.	1:45 p.m.	1:45 p.m.
Time of Dismissal	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	4:45 p.m.

3. Date: 19/9/2025(A5)

Form	S1	S2	S3	S4	S5	S6
Activity	PRE TIM CAMP	1) Get Set Goal (Ch.2) 2) Activity by Social Workers	Technology Education	Class Teacher Period	Chinese or English Tutorial Class	1) Tutorial Class (X1) 2) Tutorial Class (X2)
Duration	1:45 p.m. - 3:45 p.m.	1) 1:45 p.m. - 2:45 p.m. 2) 2:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1:45 p.m. - 3:45 p.m.	1) 1:45 p.m. - 2:45 p.m. 2) 2:45 p.m. - 3:45 p.m.	
Venue	Hall	Classroom	Classroom	Classroom	Classroom	Classroom
Time of Arrival	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.
Time of Dismissal	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.

4. Date: 26/9/2025(B5)

Form	S1	S2	S3	S4	S5	S6
Activity	TIM CAMP	Reading Lesson	Technology Education	1) Financial Management Booth 2) Class Teacher Period	1) Class Teacher Period 2) Financial Management Booth	Active School Programme
Duration	Refer to Parents' Notice	1:45 p.m. – 3:45 p.m.	1:45 p.m. – 3:45 p.m.	1) 1:45 p.m. - 2:45 p.m. 2) 2:45 p.m. - 3:45 p.m.		Refer to the table below
Venue		Classroom	Classroom	1) Hall 2) Classroom	1) Classroom 2) Hall	
Time of Arrival		1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	
Time of Dismissal		3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	

S6 Active School Programme Arrangement:

Class	6A	6B	6C	6D	6E
Venue	Kwai Hing Party Room	Kwai Hing Party Room	Room 703	Jordan Party Room	Kwai Hing Party Room
Place of Arrival	Kwai Hing MTR Station	Kwai Hing MTR Station	Room 703	Jordan Party Room	Kwai Hing Party Room
Time of Arrival	1:30 p.m.	1:30 p.m.	1:40 p.m.	1:45 p.m.	1:00 p.m.
Place of Dismissal	Kwai Hing Party Room	Kwai Hing Party Room	Room 703	Jordan Party Room	Kwai Hing Party Room
Time of Dismissal	4:30 p.m.	4:30 p.m.	3:45 p.m.	4:15 p.m.	4:00 p.m.