



Notice to Parents No: 2021/031

Resumption of face-to-face lessons for S2 – S4

24th September 2020

Dear Parents / Guardians,

As the Education Bureau (EDB) announced on 31st August 2020 that schools in Hong Kong can resume half-day (8:05am – 12:50pm) face-to-face classes on 29th September 2020 (Tuesday) for S2 – S4 students. In order to secure the health of teachers and students as well as to allow students adapt to campus lives, the School will have the following measures:

A) Lessons and Timetable Arrangement

1. In classrooms, schools will arrange students to sit in single rows with a “face-to-back” setting, and teachers will teach students who are facing one direction.
2. Classroom with desks set side-by-side in double rows will convert to single rows setting.
3. To minimize the risk of infection, the School will ensure proper social distances between students in periods such as recess time, when they are engaging in activities, and when they are queuing up for toilets or at the tuck shop.
4. All face-to-face classes would only be conducted on a half-day basis and the time will follow the half-day timetable (Notice to Parents No. 2021/002, P.5). Students should go home immediately after classes.
5. If individual students have to return to their campuses on the half days other than the half-day classes, they have to stay at school for lunch. Students should order food offered by tuck shop or bring their own lunch box to take it in canteen separately. Teachers will conduct patrol from 12:50p.m. to 1:25p.m. to ensure that the distribution of seats and partition facilities, etc. of the canteens and luncheon venues comply with the health protection requirements.
6. The School will not arrange face-to-face morning assembly or group activities, students will need to stay in classrooms or designated places for online morning assembly or group activities.

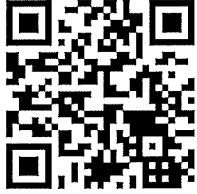
B) Health Precautionary Measures

1. The School is well-prepared for resumption of face-to-face classes, with a thoroughly clean and disinfected premises, especially for classrooms, special rooms, washrooms and tuck shop, etc.
2. Please fill in and sign the “Declaration form for travel history and health status of students” (distributed together with Notice to Parents No.2021/002), and ask the student to submit it to office via homeroom teacher on the first day of face-to-face lessons (29/9) .
3. Please ensure students measure temperature before going to school every day, and please help fill in and sign the daily temperature record box in the student handbook (including Saturday and Sunday). For records on Saturdays and Sundays, please mark the temperature record in the “Remarks” box in the student handbook. If the student has got temperature or symptoms of respiratory infection, please do not go to school.
4. The School will take temperature record for students and all other visitors before entering the school campus. If the student has fever or symptoms of respiratory infection, the School will notify the parents / guardians and advise them to seek for medical consultation as soon as possible.
5. The School will alert students of the importance of maintaining personal hygiene (especially hand hygiene), and all students are required to wear face masks when they enter into the school premises.
6. Students are refrained from talking when they are having meals, and students should keep a distance with each other as far as possible. They should not share tablewares, food, and drinks. They should store their masks properly and put them back on immediately after finishing meals.
7. To avoid infection, all drinking fountains will be shut down. Students have to prepare for enough drinking water by themselves.

8. To avoid close contact inside the changing room, if students need to attend PE classes, they have to wear PE uniform directly to school.
9. If students have met any of the conditions listed below, the concerned parent / guardian should inform the School immediately to allow the School to make contingency arrangement. The School will inform the Education Bureau under such circumstances.
 - a) Staff or student is being a confirmed case of COVID-19; or
 - b) Staff or student has been classified as a “closed contact of an infected person” with COVID-19.

C) School Bus Services

1. The School will offer free school bus service at the beginning of resumption of face-to-face lessons and the details are as follows:-

Time :	7:20a.m. & 7:40a.m.
Pickup Venue:	Fortress Hill MTR exit B (outside Citibank)
Remarks :	<p>If you wish to take the school bus, please register through the link www.clsnp.edu.hk/schoolbus on or before 25th September 2020 (Friday).</p> 

2. Students must wear face masks when they take school bus. The School has asked the school bus service provider to follow the rules of wearing face masks in order to avoid infection.

Please sign the reply slip through e-Class Parent App on or before 28th September 2020 (Monday). If there is any enquiry, please contact respective homeroom teacher at 2570 0331.

Yours faithfully,



Dr Leung Cheuk Fun
Principal

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Reply Slip

(Please return this slip through e-Class Parent App on or before 28th September 2020 (Monday))

Dear Principal,

I acknowledge the receipt of the notice regarding the Resumption of face-to-face lessons for S2 – S4

Name of student: _____ Class: ____ ()

Name of parent / guardian: _____

Signature of parent / guardian: _____

Contact number of parent / guardian: _____

Contact number of student: _____

Date: _____