

Chan Sui Ki (La Salle) College
Extra-Curricular Activities Section
Guidelines on Excursion Day

1. If the following signals are hoisted at 5:30 a.m., the excursion will be cancelled. Students need not report to teachers at the meeting place or go to school.
 - a. Tropical cyclone warning signal
 - b. Red or black rainstorm signal
2. If bad weather is forecast before the excursion, barbecues should be cancelled and students should plan for other arrangements.
3. In case of unstable weather conditions, such as when the Yellow rainstorm signal is hoisted or during a downpour, the following arrangements will be made.

S1-S3 students

Excursion day will be cancelled and replaced by school activities such as a movie show or mass games. Students should stay with their Class Teacher and Assistant Class Teacher until 11:30 a.m.

S4-S6 students

Students should report to teachers at the pre-arranged meeting place and teachers should take attendance as scheduled. The decision as to whether Excursion Day will be cancelled is left to the teacher-in-charge, who should exercise his/her discretion with reference to the weather conditions. If Excursion Day is to be called off, the teacher-in-charge will report to the school office by phone and all students will be dismissed at once.

4. Due to safety concerns, any camping activities are not allowed.
5. **S1-S3 Students**
Students should arrive at school before 8:30 a.m. and line up in the playground when the bell rings.

S4-S6 Students

Students should arrive at the meeting place on time.

6. Students who cannot arrive on time should report to the school office as early as possible. Those who are absent because of sickness should phone the school before 8:00 a.m. and submit a parent's letter with medical certificate to the class teacher on the next school day. Failing to do this without proper reasons will be considered an act of truancy.
7. Students should bring along their Student Card and HKID Card.
8. Students can dress casually, but appropriately. Accessories and hair dye are not allowed.

9. Students should keep quiet while on the coach or any other vehicle. They should not stick arms or heads out of the windows.
10. Students should always be with at least one classmate. They should not go off alone or go beyond the designated activity area unless permission is granted. In case of emergency, they should report to teachers at once.
11. Under no circumstances should student engage in any form of water activities. Swimming, cycling, camping, windsurfing, canoeing, rowing and sailing are not allowed. Safety should come first in all activities.
12. Students should behave themselves at all times and maintain our school's reputation. Smoking, gambling and swearing are not allowed. Act in an appropriate manner at all times.
13. Students should take good care of their personal belongings. Do not bring valuable items or too much money.
14. Students should dispose of rubbish properly. Littering is not allowed. To prevent hill fires, put out your fire after having your barbecue.
15. S1-S3 Students
Before returning to school by coach, students should report to teachers at the meeting place on time. Students will be dismissed from school premises.

S4-S6 Students

Students should report to teachers at the meeting place on time before being dismissed.

16. If you have any enquiries, please contact any teachers on the ECA Section:
Ms. Y. Y. Lam
Ms. Y. M. Chan
Mr. T. S. Wong
Mr. M.H. Fan
Mr. T.H. Lin
Mr. W.H. Lam
Mr. K.K. Lam

陳瑞祺（喇沙）書院

學校旅行指引

1. 當天早上五時半天文台發出下列警告時，該日旅行活動將自動取消，學生及老師均無須到集合地點或返回學校。
 - 甲、熱帶氣旋警告
 - 乙、黑色或紅色暴雨警告
2. 若旅行日三天前已預知天氣惡劣，請各班儘量取消燒烤安排，改為攜帶其他食物。
3. 若該日天氣欠佳，如懸掛黃色暴雨訊號，或滂沱大雨，將實施以下安排：
 - 各中一至中三學生：
取消前往旅行地點，改為留校進行活動。各班隨正副班主任返回課室，進行電影欣賞或其他集體遊戲等活動，直至上午 11 時 30 分散。
 - 各中四至中六學生：
學生必須到集合地點與老師會合及點名，然後由領隊老師根據當時情況及旅行地點而決定是否取消旅行活動。如決定取消旅行活動時，領隊老師應立即致電通知校務處，而各同學亦必須立刻回家。
4. 基於安全考慮，不可在旅行該日進行任何宿營活動。
5.
 - 中一至中三學生：
學生須於上午 8 時 30 分前回到學校。鐘聲響後，立刻到有蓋操場集合。
 - 中四至中六學生：
學生須依時前往集合地點報到。
6. 學生如因遲到而未能跟隨大隊出發，必須立即向校務處報到。學生如因病未能前往旅行，必須呈交家長告假信及醫生病假紙，否則作曠課論。
7. 學生必須攜帶學生証及個人身份証。
8. 學生可穿著輕便服裝，但不可奇裝異服、佩戴飾物或染髮。
9. 學生於旅遊巴或其他交通工具上，不可將頭和手伸出窗外，亦不可大聲喧嘩。

10. 未經批准，學生不得擅自離開指定的活動範圍。如遇意外或突發事故，應即時向老師報告。學生亦不應離群獨自行動。
11. 不得進行任何嬉水行為、游泳、單車、露營、滑浪風帆、獨木舟、划艇和帆船活動，進行其他活動時亦應注意安全和顧及旁人。
12. 學生要檢點言行舉止，不可吸煙、賭博、或粗言穢語，以免破壞個人及學校聲譽。
13. 私人財物應小心保管，不應帶備過多金錢或貴重物品，以避免不必要之損失。
14. 學生不得隨地拋棄垃圾，應保持環境清潔，愛護大自然。進行燒烤之學生須注意熄滅所有火種，以免引起山火。
15. 中一至中三學生：
 回程時各同學必須準時返回集合地點報到，經班主任點名後才可登車離開。所有學生必須隨車返回學校解散。
 中四至中六學生：
 於旅行結束時各同學必須準時返回集合地點，經班主任點名後才可解散。
16. 若有任何疑問，可向以下課外活動老師查詢：
 林婉儀老師、陳宇雯老師、黃德誠老師、范文豪老師、
 連子豪老師、林偉雄老師、林國強老師