

陳瑞祺(喇沙)書院  
九龍何文田常和街四號  
電話：二七一一八一七五  
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CHAN SUI KI (LA SALLE) COLLEGE  
4 SHEUNG WO STREET, HOMANTIN,  
KOWLOON, HONG KONG.  
TEL : 27118175  
FAX : 27621550

Circular No. 19100

20<sup>th</sup> July, 2020

Dear Parents/Guardians,

### **Updates on the arrangements from 21<sup>st</sup> July, 2020 to 24<sup>th</sup> July, 2020**

Further to the Circular 19099 Further Tightening Up of Anti-epidemic Arrangements, I write to inform you of the updates on the following arrangements.

#### Promotion Meeting

The school will decide on the list of repeaters at the promotion meeting held on 21<sup>st</sup> July, 2020. Form teachers will inform parents concerned of the school's decision by 24<sup>th</sup> July, 2020. Form teachers may hide their caller-ID when calling parents from home. We encourage parents concerned should offer guidance and support to their sons. Parents can also contact the school social workers for assistance.

Repeaters should get themselves registered in the General Office from 29<sup>th</sup> July, 2020 to 3<sup>rd</sup> August, 2020.

#### Last School Day

Students should stay home on 24<sup>th</sup> July, 2020 as the EDB has suspended all student activities up to 28<sup>th</sup> July, 2020.

Parents/Students can collect the student reports, textbook lists, textbook order forms and other documents from the General Office from 29<sup>th</sup> July, 2020 to 3<sup>rd</sup> August, 2020 during the opening hours (Mon to Sat, 9:00 am to 4:00 pm). Parents/Students should also return the phone locker key to the school when they collect the documents. Parents should bring along their son's student ID card or handbook when collecting these documents.

#### Pastoral Care for Students

Students' well-being is one of our prime concerns during these trying times. Form teachers will schedule a Microsoft Teams meeting with their students on 24<sup>th</sup> July, 2020 from 9:00 am to 9:30 am.

During the meeting, form teachers will inform students of the collection of reports and other documents, the ordering of textbooks etc. Most importantly form teachers will advise students to maintain a good daily routine for studies and activities during the summer holidays, avoid addiction to online games, and be positive when facing the COVID-19 challenge.

Attached please find the information about making good use of the summer holidays (in Chinese) and an article (also in Chinese) provided by our Pastoral Division for your reference. Your effort in guiding and supporting your son is much appreciated.

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### Student Record Form

As students' activities are suspended, the school has turned the Student Record Form which students have to complete by the end of the school year into a Microsoft Form. The school will send the link of the Form to students through Microsoft Outlook and Microsoft Teams. Students should enter their records of activities and awards etc. online by 24<sup>th</sup> July, 2020.

### Textbook Ordering

Parents should refer to the instructions on the textbook order form. Textbook ordering can be done online. It can also be done by returning the completed order form to the Mongkok Branch, The Commercial Press or the School Office. Parents should place their orders by 6<sup>th</sup> August, 2020 to avoid delay in processing and delivery.

Parents may order textbooks from The Commercial Press, but there is no requirement that textbooks be purchased through The Commercial Press. Parents can buy textbooks from whichever suppliers they prefer.

For enquiries, please do not hesitate to contact the General Office at 2711 8175.

Yours faithfully,

Lee Ting Leung  
Principal



Encl.

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敬啟者：

承通告 19099 號有關教育局決定進一步收緊防疫措施，現特函通知家長和學生以下事項的最新安排。

### 升留級會議

學校將於2020年7月21日舉行會議討論學生升留級事宜。班主任將於2020年7月24日或之前致電通知需留級學生的家長。班主任可能以手提電話聯絡家長，並不方便顯示來電。請家長給予學生輔導和支持。如需協助，家長可與學校社工聯絡。

留級學生須於2020年7月29日至8月3日到校務處辦理留位手續。

### 本學年最後上課日

本學年最後上課日為2020年7月24日，因應教育局防疫措施，學生應留在家中，不用回校。

家長或學生可於2020年7月29日至8月3日期間在辦公時間（星期一至星期六：上午9:00至下午4:00）到校務處領取成績表、書單、訂購課本表格及其他文件。到校領取上述文件時，家長或學生應交還儲物櫃(手提電話)鎖匙予學校。請注意，家長到校代領取上述文件，須出示學生證或學生手冊，以資證明。

### 學生輔導和支援

在當前疫情的情況，我們十分關注學生的身心健康。班主任將於2020年7月24日早上9:00至早上9:30透過 Microsoft Teams 與學生聯絡。除一般事項例如領取成績表、訂購課本、填寫網上記錄表外，最重要是提醒學生保持良好生活習慣，避免沉迷打機，以正方思維面對疫情。隨函附上一些幫助學生善用暑假的資料給家長參考。盼望家長和學校能共同努力，為我們的學生提供適切輔導和支援。

### 學生記錄表

學生慣常於學年終結填寫活動紀錄、比賽和獎項等資料，更新其學生記錄表。鑒於疫情及停課，學校將透過微軟應用程式 Microsoft Outlook 和 Microsoft Teams 通知學生電子記錄表的連結，學生須於2020年7月24日或之前，填妥網上學生記錄表。

### 訂購課本

家長可依訂購課本表格上資料，透過商務印書館網頁訂購下學年課本。家長亦可填妥訂購表格，交回商務印書館旺角分行或本校校務處。為免延誤，請於2020年8月6日或之前訂購課本。家長可以自由選擇向其他教科書供應商訂購課本，並不需要透過商務印書館訂購。

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如有任何疑問，歡迎致電校務處查詢（電話 2711 8175）。

此致  
各家長



陳瑞祺(喇沙)書院校長  
李丁亮 啟

2020年7月20日

附件：

1. 給家長的信 — 這個暑假應做的四件事 (摘錄自<灼見名家>網頁 作者: 蔡世鴻 2020-07-13)
2. 培養良好生活習慣(家長版本及學生版本)