



~~11<sup>th</sup> July 2025~~ 14<sup>th</sup> July 2025

(Remark: Date of issue is changed as School Closing Ceremony is re-scheduled).

Circular No. 24082

Dear Parents/ Guardians,

**Circular – Concerning the year-end arrangements**

1. Any student who wants to give up the school place MUST inform the General Office of his decision by submitting a letter written by his parent by 31<sup>st</sup> July 2025.
2. Repeaters should get themselves registered in the General Office from 11<sup>th</sup> July 2025 to 18<sup>th</sup> July 2025. Registration can also be done online. Parents can confirm the repeater school place by sending an email to the General Office ([info@csklsc.edu.hk](mailto:info@csklsc.edu.hk)) on or before 18<sup>th</sup> July 2025. Parents should put down “Confirmation of repeater school place” in the email subject line, and specify the class, class number and name of the repeater.
3. Subject allocation results for S.4 2025-2026 will be sent to students through Microsoft Outlook on 18<sup>th</sup> July 2025.
4. Class allocation results will be sent to students through Microsoft Outlook on 28<sup>th</sup> August 2025.
5. All personal belongings in the class must be removed and decorations must be taken down from notice-boards. Banners won during inter-class competitions may be taken by the individual winner or by the class and kept for next year.
6. ‘Tong fai’ for the academic year 2025/2026 will be collected from S.4, S.5 & S.6 students at the beginning of the new school year. Students who will apply for the Government Local Education Assistance Scheme will also have to pay ‘Tong fai’.

The ‘Tong Fai’ for S.4 to S.6 in the 2025/2026 school year will be collected as follows:

Class	Tong Fai per Instalment	No. of Instalment	Inclusive Fee per Annum
S.1 – 3	--	--	--
S.4	\$340.00 (\$34 x 10)	1 (September 2025 to June 2026)	\$340.00
S.5	\$340.00 (\$34 x 10)	1 (September 2025 to June 2026)	\$340.00
S.6	\$340.00 (\$34 x 10)	1 (September 2025 to June 2026)	\$340.00

7. Students must wear school uniforms when attending lessons, meetings in school except participating extra-curricular activities.
8. School re-opens on 1<sup>st</sup> September 2025 (Monday).

Yours faithfully,

Lee Po Chu Fiona  
Principal





通告編號：24082

敬啟者：

**通告 - 有關學期完結各事項安排**

- 一. 如要退學，請務必在二〇二五年七月三十一日或之前以家長信通知校務處。
- 二. 留級學生須於二〇二五年七月十一日至七月十八日到校務處辦理留位手續。留位手續亦可以網上形式辦理，家長可以電郵確認留位，把學生資料包括班別、班號、學生姓名於二〇二五年七月十八日或之前傳送至校務處([info@csklsc.edu.hk](mailto:info@csklsc.edu.hk))。請於電郵標題寫上「確認留級學額」。
- 三. 二〇二五年至二〇二六年度的中四選科結果將於二〇二五年七月十八日以電郵發送至學生 Microsoft Outlook 帳戶。
- 四. 分班結果將於二〇二五年八月二十八日以電郵發送至學生 Microsoft Outlook 帳戶。
- 五. 學期屆滿時，各學生必須帶走課室內的個人物品，並摘除壁報上的飾物。所有得獎班際紀念旗亦應除下，交由得獎學生保留，以班名義獲獎者則由班會負責人保管，留待下學年度開課後重新張掛。
- 六. 二〇二五年至二〇二六年度的中四、五及六年級學生須於新學年初繳付堂費（包括將會申請公務員本地子女教育津貼的學生）。

二〇二五年至二〇二六年度的中四至中六堂費如下：

班別	每期堂費	期數	每年合共
中一至三	----	----	---
中四	\$340.00 (\$34 x 10)	1 (二〇二五年九月至二〇二六年六月)	\$340.00
中五	\$340.00 (\$34 x 10)	1 (二〇二五年九月至二〇二六年六月)	\$340.00
中六	\$340.00 (\$34 x 10)	1 (二〇二五年九月至二〇二六年六月)	\$340.00

- 七. 學生回校參與補課、開會等活動(課外活動除外)須穿著整齊校服。
- 八. 新學年將於二〇二五年九月一日(星期一)開課。

此致  
各家長



陳瑞祺（喇沙）書院校長  
李寶珠 啟

二〇二五年七月十一日 二〇二五年七月十四日  
(註：因散學禮延期舉行，發出日期作出相應修改。)