



27th October, 2022

Dear Parents/Guardians,

Blessed are they which do hunger and thirst after righteousness: for they shall be filled. (Matthew 5:6)

November Notice

The events and activities for November 2022-23 school year are listed below, please read carefully.

(1) Blood Donation Day

1st November (Tuesday) is blood donation day, students who have already signed up and filled in the Parental Consent can go to the school hall and attend the event.

(2) Caritas Charity Bazaar (Kowloon District)

Caritas Charity Bazaar will be held on 13th November, 2022 (Sunday), in the Wah Yan College, Kowloon. Our school is going to set up a booth in Row B, booth number 12, starting from 10 A.M to 5 P.M to help the donation event. We welcome all parents and students to attend.

(3) School Outing Day

In order to establishing harmonious relationship between teachers and students, enhance the friendship between classmates, let students learn how to get along with others, and cultivate the group spirit of mutual assistance and cooperation, our school will hold a School Outing Day on 17th November, 2022 (Thursday). To avoid any danger please remind your children to follow the teacher's instructions during the activity. The travel details are listed below:

Form	S1	S2	S3	S4	S5	S6
Venue	Tai Tong Organic Eco Park	Our Hands Farm	Tree Top Cottage	Kadoorie Farm and Botanic Garden	Ocean Park	Ocean Park
District	Yuen Long	Yuen Long	Tai Po	Tai Po	Wong Chuk Hang	Wong Chuk Hang
Moring Gathering Time	8:00	8:00	8:00	8:00	11:00	11:00



Morning Gathering Venue	School	School	School	School	MTR Ocean Park Station Exit B	MTR Ocean Park Station Exit B
Afternoon Gathering Time	14:30	14:30	14:30	14:30	16:00*	16:00*
Dismissal Time	15:45	15:45	15:45	15:45	/	/

*S5-6 students will be dismissal in the Ocean Park

Notice:

- (1.) S1-S4 Students must wear PE uniform; S5-6 students should wear casual and appropriate clothing.
- (2.) On the day of the trip, all students who have signed up for the trip and are late must report to the resident teacher and stay in school until 3:50 pm. The school will arrange teachers to supervise. Students are also required to call and inform parents about being late and staying in school.
- (3.) School Outing Day is another form of student's study life, not a general holiday. Therefore, students who do not participate in the trip should indicate the reason for not participating in written form. If you are unable to participate due to health reasons, please submit a doctor certificate. Students staying at school should wear school uniform and return to school at usual school time until 3:50 pm. Unexcused absences will be treated as truancy.
- (4.) During the School Outing Day, if students are absent due to illness and unpredictable incidents, one should call the school immediately. Inform class teacher/ school office staff the student name, class, reason for absent. Students should hand in a parents' letter or a doctor certificate to the class teacher during the next school day.
- (5.) If there are unpredictable weather, traffic or special circumstances during the trip, the trip will be temporarily canceled. Teachers will arrange the students to stay in a safe place and let students return home as soon as possible after the weather or traffic conditions has improved.
- (6.) The transportation fee will be deducted from the activity fee which has already paid, and there is no need to pay separately. However, students must **prepare their own lunch.**



(7.) Please read and follow the attached "School Outing Day Student Notice" strictly. Please keep this notice for future reference. For enquiries, please call the school (Tel: 2741 1174) to contact the class teacher.

(4) Holiday after the day of School Outing Day

18 November 2022 (Friday) is the holiday after the school outing, students do not need to go to school.

(5) Wednesday Period 9 Life-wide Learning Section

Starting from November to December every Wednesday of period 9 will be the Life-wide learning section, students are allowed to choose to participate in different activities (seven consecutive Wednesdays), school dismissal time will be postponed, the details are as follows:

Date	Dismissal Time
2/11、9/11/2022	13:30
16/11、23/11、30/11、7/12、14/12/2022	15:50

(6) Picking Up Winter Uniform

The school uniform company will distribute winter uniforms to the school on 15th November (Tuesday). Students who have ordered school uniforms, please bring along the "Order Receipt" and "Balance", and pick up the school uniform in the school hall from 9:00 am to 1:00 pm on the same day. Students can bring your own shopping bags, otherwise the school uniform company will charge a plastic bag fee of HK\$1 each. If you are absent on the day, students must go to the store of Tin Po School Uniform to pick up the school uniform. If students have not pick up the school uniform after 2 weeks of the uniform distribution it will be considered as abandonment, please pay attention. If students lose the order form, they can call the school uniform company at 3590 4258.

(7) Changing into Winter School Uniform

Entering November, the weather is getting colder, starting from 14th November (Monday) students can choose to wear Winter or Summer uniform to school, until 21st November (Monday) students must change into Winter uniform. If students need to order Winter uniform, please make your purchase at



Tin Po School Uniform (address: Room 401A, 4/F., Lai Cheong Factory Building, 479 Castle Peak Road, Lai Chi Kok, Kowloon)

(8) Arrangement of Shooting Class Photos, Graduation Photos, Student Groups

Photos

The photography company will come to school on 24th November (Thursday) and 25th November (Friday) to take class photos, graduation photos and students group photos. All students must return to school in neat winter school uniforms or uniform team uniforms.

(9) Student award record

Event	Awards	Name
The Junior Secondary History e-Reading Award Scheme 2022	嘉許獎 完成證書	4C 陳燕珊 4C 藍鋒、4C 劉卓禮、4D 甄卓輝
The Junior Secondary History e-Reading Award Scheme 2022	嘉許獎	4C 陳燕珊

~ End of the notice ~

Please return the reply slip to the class teacher on or before 7 October 2022. For enquiries, please contact Vice-Principal Mr. Shum Ho Yin or Vice-Principal Mr. Pang Hoi Yeung at 2741 1174.

Thank you for your kind attention.

Yours,

(Cheng Suk Mei)

Principal



School Outing Day Student Notice

- (1) During the School Outing Day please pay attention to the radio and TV reports, if:
 - (a) The Education Bureau announced class suspension (The Hong Kong Observatory issued Red, Black rainstorm signals, No.8 Storm Signal or above), the outing will be canceled, all students should stay at home and do not go to school.
 - (b) The Hong Kong Observatory issued Amber Rainstorm Signal or Strong Wind Signal No.3, the outing will be canceled. Students need to return to school and follow the usual school day schedule.
 - (c) The Air Quality Index (AQI) is between 101-200, students who are easily affected by the air quality (Heart Disease, any Respiratory System Disease) should not attend the event, please stay at school.
- (2) During the trip students are not allowed to swim, cycling, kayaking, play water in the stream/river or participate in any dangerous activities.
- (3) Students should wear the appropriate clothing as instructed by the school
- (4) Students must pay attention to their own speech and deeds. During the outing, students must follow the activity rules set by the venue to conduct various activities, and should not harass others and make violations that damage the reputation of the school.
- (5) Students must follow teacher's instruction and should not leave the team.
- (6) After returning to school, students must go to the covered playground to take attendants and dismissal after the teacher has announced.
- (7) Please prepare your own food, drinking water, mosquito repellent, sunscreen and rain gear, etc.
- (8) On the day of the trip, all students who have signed up for the trip and are late must report to the resident teacher and stay in school until 3:50 pm. The school will arrange teachers to supervise and notify the parents about students staying at school due to lateness.
- (9) School Outing Day is another form of student's study life, if there are no specific reasons students must attend the event. If students are not able to participate, a written application must be made to the school in accordance with normal procedures.
 - (a) Personal leave – A leave letter must be prepared by the parent in advance and applied to the class teacher.



(b) Sick leave – Call the school (Tel: 2741 1174) on the School Outing Day and registrar with student name and class. Students should hand in the parents' letter and doctor certificate on the next school day.

(10) Environment Protection:

(a) Students should follow the instructions of the teacher and the person in charge, do not make excessive volume during the game, so as not to destroy the tranquility of the venue and harass others.

(b) Students should throw rubbish into the rubbish bin and littering is not allowed. Before leaving, you should clean up the items you brought and resituated the venue.

(c) Barbecue must be held in designated locations and follow the guidance of teachers.

(d) Do not feed the wild animals

(e) In autumn and winter, the weather is relatively dry, which can easily cause wildfires. Students
should pay attention to disposal of the fire, and do not throw away the matches that are still burning.

After the barbecue, the fire must be extinguished before leaving. Students are strictly prohibited
from smoking.

(11) Students must abide by the latest government guidelines on epidemic prevention.

(12) If there is any accident, please stay calm, contact the teachers or call the school at 2741 1174.

-End-



Reply Slip

(Please return the reply slip to the class teacher on or before 31st October 2022.)

Dear Principal,

I have already noticed,

(1) Blood Donation Day

(2) Caritas Charity Bazaar (Kowloon District)

(3) School Outing Day

(4) Holiday after the day of School Outing Day

(5) Wednesday Section 9 Life-wide learning period

(6) Picking Up Winter Uniform

(7) Changing into Winter School Uniform

(8) Arrangement of Shooting Class Photos, Graduation Photos, Student Groups Photos

Student Name : _____ (Class _____ Class no. _____)

Parent/Guardian Name (In Block Letters) : _____

Parent/Guardian signature : _____

Parent/Guardian emergency contact number : _____

Student contact number : _____

Date : _____