



26th October, 2023

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 2023-24 school year are listed below, please read carefully.

(1) Blood Donation Day

7th 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) Commentary Field Trip

The Religious Study group has organized a commentary field trip to let students reflect on the value of life.

Class	Date	Time	Teacher	Venue
3A	21/11	09:50 – 11:00	Ms Leung Hoi Ning	Raphael's Catholic Cemetery (Cheung Sha Wan)
3B	8/11	09:50 – 11:00	Ms Leung Hoi Ning	
3C	9/11	11:10 – 12:20	Ms Leung Hoi Ning	
4A	21/11	11:10 – 12:20	Ms Cheung Sze Man	
4B	14/11	11:10 – 12:20	Ms Leung Hoi Ning	
4C	10/11	09:50 – 11:00	Ms Leung Hoi Ning	
4D	24/11	11:10 – 12:20	Ms Leung Hoi Ning	
5A	10/11	08:25 – 09:35	Ms Cheung Sze Man	
5B	9/11	13:35 – 14:45	Ms Leung Hoi Ning	
5C	15/11	08:25 – 09:35	Ms Leung Hoi Ning	
5D	14/11	13:35 – 14:45	Ms Cheung Sze Man	



(3) Caritas Hong Kong Charity Bazaar (Kowloon)

The Caritas Hong Kong Charity Bazaar (Kowloon) will be held on the 12th November (Sunday), at the Cheung Sha Wan Playground, starting from 10:00 am to 6:00 pm. We welcome parents and students to support us.

(4) Jockey Club SportsEXPLORE Project

Audience : F.3 Students

Date : 15th November, 2023

Time : 1:35 pm to 2:45 pm

Venue : School Hall & N501

Aim : 1. To let students know themselves

2. Understand students' qualities and interest to help them pick the high school subjects

(5) School Outing Day

To establish harmonious relationships 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 16th November 2023 (Thursday). To avoid any accidents 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	Sai Kung Pak Tam Chung	Tai Mei Tuk	Cheung Chau	Ocean Park	Clear Water Bay
District	Yuen Long	Sai Kung	Tai Po	Cheung Chau	Wong Chuk Hang	Clear Water Bay
Morning Gathering Time	8:00	8:00	8:00	8:00	9:30	8:00
Morning Gathering Venue	School	School	School	School	MTR Ocean Park Station Exit B	School
Afternoon Gathering Time	14:30	14:30	14:30	14:30	16:00*	14:30



Dismissal Time	15:45	15:45	15:45	15:45	/	15:30
Fee	(Remark no.6)	(Remark no.6)	(Remark no.6)	(Remark no.6)	HK \$40#	(Remark no.6)

*F4,5 Will be dismiss at the Venue
Ticket Fee \$120 · School Sponsored \$80

Notice:

- (1.) S1-S3 and S6 Students must wear PE uniform; S4-5 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 p.m. The school will arrange for 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 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's certificate. Students staying at school should wear school uniform and return to school at the 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 the class teacher/ school office staff of the student's name, class, and reason for absence. Students should hand in a parents' letter or a doctor's certificate to the class teacher during the next school day.
- (5.) If there is unpredictable weather, traffic or special circumstances during the trip, the trip will be temporarily cancelled. Teachers will arrange for the students to stay in a safe place and let students return home as soon as possible after the weather or traffic conditions have improved.
- (6.) The transportation fee will be deducted from the activity fee which has already been 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.

(6) Holiday after the day of School Outing Day

17 November 2023 (Friday) is the holiday after the school outing, students do not need to go to school.

(7) Picking Up Winter Uniform

The school uniform company will distribute winter uniforms to the school on 14th 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 their 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 picked 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.

(8) Changing into Winter School Uniform

Entering November, the weather is getting colder, starting from 13th November (Monday) students can choose to wear Winter or Summer uniforms to school, and until **4th December (Monday)** students must change into Winter uniforms. If students need to order Winter uniforms, 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)

(9) Student award record

Event	Awards	Name
初中歷史科電子閱讀獎勵計劃 2023	嘉許獎	4A 黃政宇
2022-2023 中國中學生作文大賽(香港賽區)	初中組銅獎	3B 柯靜瑜
祁良神父紀念獎學金 2023-2024		4C 嘉誠



~ End of the notice ~

Please return the reply slip to the class teacher on or before 3rd November 2023. 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 cancelled, and all students should stay at home and not go to school.
 - (b) The Hong Kong Observatory issued Amber Rainstorm Signal or Strong Wind Signal No.3, and the outing will be cancelled. 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, cycle, kayaking, play in 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 attendance 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 p.m. The school will arrange for 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 register with the student's name and class. Students should hand in the parents' letter and doctor's certificate on the next school day.

(10) Environment Protection:

(a) Students should follow the instructions of the teacher and the person in charge and 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 resituate the venue.

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

(d) Do not feed the wild animals

(11) In autumn and winter, the weather is relatively dry, which can easily cause wildfires. Students should pay attention to the disposal of the fire and 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. 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 3rd November 2023.)

Dear Principal,

I have already noticed,

- (1) 7th November Blood Donation Day
- (2) F3-5 Commentary Field Trip
- (3) 12th November Caritas Charity Bazaar (Kowloon District)
- (4) Jockey Club SportsEXPLORE Project °
- (5) 16th November School Outing Day
- (6) 17th November Holiday after the day of School Outing Day
- (7) Picking Up Winter Uniform
- (8) Changing into Winter School Uniform
- (9) Student award record

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

Parent/Guardian Name (In Block Letters) : _____

Parent/Guardian signature : _____

Parent/Guardian emergency contact number : _____

Student contact number : _____

Date : _____