



**SIR ELLIS KADOORIE SECONDARY SCHOOL (WEST KOWLOON)**

No. 22 Hoi Fan Road, Tai Kok Tsui, West Kowloon, Kowloon.

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**Parents' Letter No. 10**

15 February 2019

Dear Parent/Guardian,

**Special Timetable, Parents' Day, S6 Graduation Day, Study Arrangement for S6, Collection of S6 Report Sheets & HKDSE Result Slips, PTA BBQ and Friendly Matches on Open Days**

Please be informed of the following matters:

**1. Special Timetable**

As indicated in the school calendar 2018/2019, 12 November 2018, 19 February 2019 and 10 April 2019 are stipulated for "*Collaborative Lesson Preparation and Teachers' Sharing on Teaching Strategies*". Students should leave school at 1:05 pm on these three days. A special timetable, as shown below, will be adopted.

<b>Special Timetable for 12 November 2018, 19 February 2019 and 10 April 2019</b>	
<b>Time</b>	<b>Period</b>
8:15 am - 8:20 am	Roll Call
8:20 am - 8:50 am	1st
8:50 am - 9:20 am	2nd
9:20 am - 9:30 am	Recess
9:30 am - 10:00 am	3rd
10:00 am - 10:30 am	4th
10:30 am - 10:40 am	Recess
10:40 am - 11:10 am	5th
11:10 am - 11:40 am	6th
11:40 am - 11:50 am	Recess
11:50 am - 12:15 pm	7th
12:15 pm - 12:40 pm	8th
12:40 pm - 1:05 pm	9th

Remarks: 1st - 6th periods: 30 minutes each; 7th - 9th periods: 25 minutes each.

**2. Parents' Day 2018/2019**

This is a reminder to all parents and guardians that the Annual Parents' Day is scheduled to be held on **Friday, 22 February 2019 from 2:30 pm - 8:00 pm**. You are cordially invited to come and discuss with the Class Teacher the academic progress and conduct of your child/ward at school, and to collect

his/her Half-yearly Examination Report Sheet. For details, please refer to Parents' Letter No. 9. Looking forward to seeing you on Parents' Day.

### **3. S6 Graduation Day**

The S6 Graduation Day is on Friday, **22 February 2019**. Parents are welcome to share the joy of our S6 students' completion of secondary education. The ceremony starts at **10:40 am** in the School Hall.

### **4. Study Arrangements for S6**

S6 students do not need to attend school after 22 February 2019. They should, instead, stay at home to prepare for their public examinations. However, to provide a more formal environment for students to do revision, **starting from 25 February 2019 to 29 April 2019 (except 14 & 15 March 2019)**, Rooms 105 & 106 will be opened as study rooms during normal school days. The opening hours are from 8:30 a.m. to 4:30 p.m. The rooms will be closed during lunchtime.

While at school, students can also make arrangements to consult subject teachers about their revision. Students who would like to make use of this study arrangement are required to observe the following rules:

- Students must wear proper school uniform and bring their student identity card for registration at school reception.
- Students must observe all school rules and regulations. No eating or drinking is allowed in the study rooms.
- During lesson time, students must stay in the study room to do revision. They are not allowed to go to other areas of the school.
- Students must always take good care of their personal properties. Don't leave valuables unattended.

### **5. Collection of Report Sheets, HKDSE Result Slips & Leaving Certificates (S6 students only)**

#### **(a) Collection of Examination Report Sheets**

Students should collect their Examination Report Sheets on **8 May 2019** (from 3:00 p.m. to 3:30 p.m.) in the following classrooms:

6A	Room 306
6B	Room 206
6C	Room 205
6D	Room 106
6E	Room 105

Examination Report Sheets for S.6 will also be ready for collection in the General Office from **9 May 2019** (9:00 a.m. – 12:00 noon; 2:00 p.m. – 5:00 p.m.; Monday to Friday).

**(b) Collection of HKDSE Results Slips and Leaving Certificates**

All S6 students should report to the School Hall by 9:00 a.m. on Wednesday, 10 July 2019 and details are as follows:

<b>Time</b>	<b>Task/Activity</b>	<b>Venue</b>
9:00 a.m. – 9:30 a.m.	Final Reminders	School Hall
9:30 a.m. – 10:30 a.m.	Collection of HKDSE Results Slip and Leaving Certificates	

Students are strongly advised to collect their result slips within the specified time. Starting from 11 July 2019, they can collect their slips from the General Office (9:00 a.m. – 12:00 noon; 2:00 p.m. – 5:00 p.m.; Monday to Friday).

Students have to collect the above documents in person. In case they need to collect them through their representative, an authorization letter showing the I.D. card number of the student and the representative must be produced.

Yours faithfully,

(YEUNG KWONG Mong-ha)  
Principal

## 官立嘉道理爵士中學（西九龍）

### 二零一八至二零一九年度 第十號家長信撮要

各位家長/監護人：

#### (一) 特別上課時間表

2018/2019 年度校曆已標示了 2018 年 11 月 12 日、2019 年 2 月 19 日以及 2019 年 4 月 10 日為「教師共同備課及教學策略分享」，這三天學生於下午一時零五放學，並以特別時間表上課，詳情如下：

特別上課時間表 (12/11/2018、19/2/2019 及 10/4/2019)	
時間	課堂
8:15 am - 8:20 am	點名
8:20 am - 8:50 am	第一堂
8:50 am - 9:20 am	第二堂
9:20 am - 9:30 am	小息
9:30 am - 10:00 am	第三堂
10:00 am - 10:30 am	第四堂
10:30 am - 10:40 am	小息
10:40 am - 11:10 am	第五堂
11:10 am - 11:40 am	第六堂
11:40 am - 11:50 am	小息
11:50 am - 12:15 pm	第七堂
12:15 pm - 12:40 pm	第八堂
12:40 pm - 1:05 pm	第九堂

注：第一至六堂（每堂三十分鐘）；第七至九堂（每堂二十五分鐘）

#### (二) 2018/2019 年度學校家長日

為加強學校與家庭的聯繫和溝通，讓家長或監護人對 貴子弟在學校的表現及成績有更深入的了解，本校訂於 2019 年 2 月 22 日( 星期五 ) 下午 2 時 30 分 至晚上 8:00 時 舉行家長日。當天各班班主任將派發成績表（中一至中五級），並跟家長或監護人面談。有關詳情，請參閱第九號家長信。

#### (三) 中六級同學歡送會

中六級同學歡送會將於 2019 年 2 月 22 日( 星期五 )舉行，歡迎家長出席一同分享中六學生完成中學教育的喜悅。典禮將於上午 10:40 在禮堂進行。

#### (四) 中六溫習室安排

由 2019 年 2 月 25 日起中六同學不用回校上課，同學應留在家中溫習，以準備中學文憑考試。校方將會在 2019 年 2 月 25 日至 4 月 29 日(3 月 14-15 日除外)開放 105 及 106 室給中六同學作為溫習之用。溫習室開放時間為上午 8 時 30 分至下午 4 時 30 分，午膳時間除外。同學回校時必須遵守以下規則：

- 穿著整齊校服及出示學生證到接待處登記。
- 遵守所有校規。溫習室內不准飲食。
- 不能擅自到其他課室騷擾同學上課或在校園內遊蕩。
- 妥善保管個人物品，不要將貴重物品隨便放置。

#### (五) 中六學生領取校內成績表，香港中學文憑考試成績單及離校證明書的安排

##### 甲、校內成績表

中六學生可於 2018 年 5 月 2 日下午 3 時至 3 時 30 分，到下列課室領取成績表：

6A	306 室
6B	205 室
6C	206 室
6D	105 室
6E	106 室

中六學生亦可由 2018 年 5 月 3 日開始，於辦公時間內(上午 9 時至中午 12 時正；下午 2 時至 5 時正)到校務處領取成績表。如需委託他人代領，受託人必須出示寫上該學生和受託人身分證號碼，並已簽署妥當的授權書。

##### 乙、香港中學文憑考試成績單及離校證明書

參加中學文憑考試的同學須於 2018 年 7 月 10 日(星期三)上午 9 時正到學校禮堂報到，有關詳情如下：

時間	活動	地點
上午 9:00 - 上午 9:30	提醒中六學生注意事項	學校禮堂
上午 9:30 - 上午 10:30	領取文憑試成績單及離校證明書	

校方強烈建議參加中學文憑考試的學生，在上述時間內親身領取考試成績單及離校證明書，若未能依時回校，由 7 月 11 日開始，學生仍可於辦公時間內(上午 9 時至中午 12 時正；下午 2 時至 5 時正)到校務處領取。如需委託他人代領，受託人必須出示寫上該學生和受託人身分證號碼，並已簽署妥當的授權書。

**SIR ELLIS KADOORIE SECONDARY SCHOOL (WEST KOWLOON)**  
**Parents-Teachers' Association (PTA) 2018/2019**

15 February 2019

**PTA Barbecue Gathering & Friendly Matches on Open Days**

Dear Parent/Guardian,

Our school will be holding Open Days on 15 and 16 March 2019 (Friday & Saturday). In order to foster home-school cooperation and enhance communication among parents, teachers and alumni, PTA is going to organize a barbecue gathering and friendly matches on 15 and 16 March 2019 respectively.

- (1) The **BBQ gathering** will be held at school for all parents, students and teachers. Students must be accompanied by parents or legal guardians. PTA will sponsor charcoal, fish balls, bread, corn, sweet potatoes, halal sausages and chicken wings, etc. If the participants would like to bring their own food, they are most welcome.

Details are as follows:

Date: 15 March 2019 (Friday)  
Time: 4:30 pm to 6:30 pm  
Venue: School Campus  
Activity: BBQ and Lucky Draw  
Fee: Free of Charge

- (2) The **Friendly Matches** will be held at school for all parents, teachers and alumni. There will be a variety of games to participate in like football, basketball, badminton, table-tennis, kickball and patintero. Let us all join together to make this day a memorable and enjoyable one.

Details are as follows:

Date: 16 March 2019 (Saturday)  
Time: 10:00 am – 1:00 pm  
Venue: School Campus  
Activity: Friendly Matches and Game Booths  
Fee: Free of Charge

In order to estimate the number of participants, please kindly complete the attached reply slip(s) and return the slip(s) to the class teacher via your child/ward **on or before 25 February 2019 (Monday)**.

We look forward to seeing you in the BBQ gathering and friendly matches.

Yours faithfully,



Mrs. Yeung Kwong Mong Ha  
Principal

Ms. Stefania Gabriel  
PTA Chairperson

**REPLY SLIP**  
**PTA Barbecue Gathering**

To: Principal & PTA Chairperson  
Sir Ellis Kadoorie Secondary School (West Kowloon)

I acknowledge receipt of the invitation of PTA Barbecue Gathering and have noted the contents herein.

\*  Yes, I would like to join the PTA Barbecue Gathering. Please reserve \_\_\_\_\_ place(s) for me.

\*  I prefer vegetarian food.

\*  No, I would not join the PTA Barbecue Gathering.

Parent's / Guardian's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Class & Class No.: \_\_\_\_\_ (      )

Contact Phone No.: \_\_\_\_\_

*(Class teachers please return the positive Reply Slips along with the class list to the teacher i/c, WSW/KZA)*

*\* Please "✓" the appropriate box(es)*

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**REPLY SLIP**  
**Friendly Matches**

To: Principal & PTA Chairperson  
Sir Ellis Kadoorie Secondary School (West Kowloon)

I acknowledge receipt of the invitation of Friendly Matches and have noted the contents herein.

\*  Yes, I would like to join the following friendly match(es).

\*  Football      \*  Basketball      \*  Badminton      \*  Table-tennis

\*  Kickball      \*  Patintero

\*  No, I would not join the friendly matches.

Parent's / Guardian's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Class & Class No.: \_\_\_\_\_ (      )

Contact Phone No.: \_\_\_\_\_

*(Class teachers please return the positive Reply Slips along with the class list to the teacher i/c, WSW/KZA)*

*\* Please "✓" the appropriate box(es)*

**家長教師會**  
**二零一八至二零一九年度**  
**燒烤同樂及友誼球賽**

敬啟者：

家長教師會將於二零一九年三月十五及十六日分別舉辦「燒烤同樂」及「友誼球賽」，該兩天亦是學校開放日，歡迎各家長、老師、校友和同學參加，促進家校合作，凝聚師友力量。兩項活動的詳情如下：。

**(1) 燒烤同樂**

日期：2019年3月15日(星期五)

時間：下午4時30分至6時30分

地點：本校校舍

活動：燒烤及抽獎

費用：全免

備註：(i) 歡迎家長、老師和同學參加，惟同學須有家長或監護人陪同出席。

(ii) 家長教師會贊助燒烤炭、魚丸、麵包、玉米、番薯、清真香腸、雞翼等。

(iii) 歡迎參加者自攜食品燒烤。

**(2) 友誼球賽**

日期：2019年3月16日(星期六)

時間：上午10時至下午1時

地點：本校校舍

活動：多項球賽

費用：全免

備註：(i) 球類比賽包括足球、籃球、羽毛球、乒乓球、足壘球和集體遊戲等。

(ii) 歡迎各家長、老師和校友參加，項目不限。

家長教師會誠意邀請閣下踴躍報名出席兩天活動。請囑 貴子弟於2月25日(星期一)或以前把填妥的回條交予班主任。

此致  
貴家長

楊鄭望霞  
校長



Ms. Stefania Gabriel  
家教會主席

二零一九年二月十五日



## 「燒烤同樂」回條

敬覆者：

本人已知悉家長教師會「燒烤同樂」之詳情，並決定如下：

\* 本人將會出席 2019 年 3 月 15 日的家長教師會燒烤同樂活動，請預留\_\_\_\_\_個座位。

\* 本人選擇素食

\* 本人不會出席 2019 年 3 月 15 日的家長教師會燒烤同樂活動。

此覆

官立嘉道理爵士中學 (西九龍) 校長及家教會主席

家長簽署：\_\_\_\_\_

學生姓名：\_\_\_\_\_

家長姓名：\_\_\_\_\_

班別及學號：\_\_\_\_\_ ( )

聯絡電話：\_\_\_\_\_

[請於 2 月 25 日(星期一)或以前把填妥的回條交予班主任，班主任則把出席的家長回條連同人名表轉交 WSW/ KZA]

\* 請在適當的方格加「✓」

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## 「友誼球賽」回條

敬覆者：

本人已知悉家長教師會「友誼球賽」之詳情，並決定如下：

\* 本人將會出席以下家長教師會於 2019 年 3 月 16 日舉行的友誼球賽：

\* 足球

\* 籃球

\* 羽毛球

\* 乒乓球

\* 足壘球

\* 集體遊戲

\* 本人不會出席 2019 年 3 月 16 日的家長教師會友誼球賽。

此覆

官立嘉道理爵士中學(西九龍)校長及家教會主席

家長簽署：\_\_\_\_\_

學生姓名：\_\_\_\_\_

家長姓名：\_\_\_\_\_

班別及學號：\_\_\_\_\_ ( )

聯絡電話：\_\_\_\_\_

[請於 2 月 25 日(星期一)或以前把填妥的回條交予班主任，班主任則把出席的家長回條連同人名表轉交 WSW/ KZA]

\* 請在適當的方格加「✓」