



SIR ELLIS KADOORIE SECONDARY SCHOOL (WEST KOWLOON)

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

Tel: 2576 1871 Fax: 2882 4548

E-mail address: sekss100@emb.gov.hk School Website: <http://seksswk.edu.hk>

Parents' Letter No. 10

23 February 2024

Dear Parents/Guardians,

**Parents' Day, Study Room Arrangements for S6, Collection of Mock Exam Reports,
HKDSE Result Slips & Leaving Certificates, Learning Celebrations and
ECA Club Meetings in Second Term**

Please be informed of the following matters:

1. Parents' Day 2023-2024

To foster closer home-school co-operation and to offer better guidance to individual students, the Annual Parents' Day is scheduled to be held from **2:00pm to 6:30pm on Friday, 8 March 2024**. Parents/Guardians 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. Students are strongly advised to come with parents/guardians on Parents' Day and **all students should be in proper school uniform**. Normal lessons will be conducted in morning session on the Parents' Day.

Please select a time slot in the attached Reply Slip to indicate the time you will be coming. The attached **Reply Slip should be returned to the Class Teacher on or before 29 February 2024.**

Thank you for your cooperation in making this a successful event. Looking forward to seeing you on Parents' Day.

2. Study Room Arrangements for S6

S6 students do not need to attend school after 1 March 2024. 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 on 4 March 2024 to 3 May 2024**, Rooms 405 & 406 will be opened as study rooms **during normal school days only**.^{*} The opening hours are from 8:30 a.m. to 4:30 p.m. The rooms will be closed during lunchtime.

^{}8 March (8:30am-12:25pm); 15-21 March (closed due to school function and term test week).*

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. Students are not allowed to use mobile phone.
- 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.

3. Collection of Mock Exam Report, HKDSE Result Slips & Leaving Certificates (S6 students only)

(a) Collection of Examination Report Sheets

Students should collect their Examination Report Sheets on 7 May 2024 (from 3:00 p.m. to 3:30 p.m.) in the following classrooms:

6A	Rm 405
6B	Rm 406
6C	Rm 505

Examination Report Sheets for S.6 will also be ready for collection in the General Office from 8 May 2024 (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, 17 July 2024 and details are as follows:

Time	Task/Activity	Venue
9:00 am – 10:30 am	Final Reminders	School Hall
	Collection of HKDSE Results Slip & Leaving Certificates	

Students are strongly advised to collect their result slips within the specified time. Starting on 18 July 2024, 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.

4. Learning Celebrations 2023/2024

To create a positive and motivating atmosphere, the Learning Celebrations provides an opportunity to recognize and acknowledge the achievements of our students. The Learning Celebration is on 15 March 2024 (Friday), from 1:45 pm to 3:30pm, in the school hall. Normal lessons will be conducted in the morning session. All teachers and students attend the Learning Celebrations ceremony in the afternoon.

5. Learning Celebrations Rehearsal

The rehearsal has been scheduled on 14 March 2024, from 2nd period to 6th period. Only Prizewinners, performers and student helpers are required to attend the rehearsal. Other students should attend their lessons accordingly.

6. The Arrangement of the ECA Club Meetings in the Second Term 2023/24

In order to enhance our students' holistic development, our school will organize various extra-curricular activities. The ECA club meetings will be arranged from March to May 2024 as follows. Students should attend the meetings punctually according to the time-table below.

Date	Time	ECA Clubs & Venues				
29/2/24 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club (Volleyball Court)				
4/3/24 (Monday)	3:45 p.m. to 4:45 p.m.	Art and Craft Club (Room 210)	Dance Club (Room 109)	Football Club (Playground)		
5/3/24 (Tuesday)	3:45 p.m. to 4:45 p.m.	Badminton Club (Hall)	STEM Club (Outing)	Cricket Club (Cricket Net)		
6/3/24 (Wednesday)	3:45 p.m. to 4:45 p.m.	Science Club (I.S Lab)	Dance Club (Room 109)			
7/3/24 (Thursday)	3:45 p.m. to 4:45 p.m.	Art and Craft Club (Room 210)	Football Club (Playground)	JPC (Covered Playground)	Volleyball Club (Volleyball Court)	
11/3/24 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club (Room 109)	Football Club (Playground)			
12/3/24 (Tuesday)	3:45 p.m. to 4:45 p.m.	Music Club (Room 209)	STEM Club (Outing)	Chinese Club (Outing)		
13/3/24 (Wednesday)	3:45 p.m. to 4:45 p.m.	Basketball Club (Covered Playground)	Dance Club (Room 109)			
14/3/24 (Thursday)	3:45 p.m. to 4:45 p.m.	Math Club (Room 201)	Photography Club (Room 502)	Football Club (Playground)	Volleyball Club (Volleyball Court)	English Club (Room 305)
5/4/24 (Friday)	3:45 p.m. to 4:45 p.m.	Drama Club (Room 403)				
8/4/24 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club (Room 109)	Football Club (Playground)			
9/4/24 (Tuesday)	3:45 p.m. to 4:45 p.m.	Music Club (Room 209)	Badminton Club (Hall)	STEM Club (Outing)		
11/4/24 (Thursday)	3:45 p.m. to 4:45 p.m.	Football Club (Playground)	Chinese Club (Room 301)			
12/4/24 (Friday)	3:45 p.m. to 4:45 p.m.	Photography Club (Room 502)	Cricket Club (Cricket Net)			
15/4/24 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club (Room 109)	Football Club (Playground)	JPC (Covered Playground)		

17/4/24 (Wednesday)	3:45 p.m. to 4:45 p.m.	Debating Club (Room 305)	Cookery Club (Room 310)	Basketball Club (Covered Playground)	Science Club (I.S Lab)	Chinese Club (Room 301)
18/4/24 (Thursday)	3:45 p.m. to 4:45 p.m.	Chinese Club (Room 301)				
22/4/24 (Monday)	3:45 p.m. to 4:45 p.m.	Debating Club (Room 305)				
24/4/24 (Wednesday)	3:45 p.m. to 4:45 p.m.	Basketball Club (Covered Playground)	English Club (Room 305)			
25/4/24 (Thursday)	3:45 p.m. to 4:45 p.m.	Debating Club (Room 305)				
26/4/24 (Friday)	3:45 p.m. to 4:45 p.m.	Debating Club (Room 305)				
30/4/24 (Tuesday)	3:45 p.m. to 4:45 p.m.	Music Club (Room 209)				
3/5/24 (Friday)	3:45 p.m. to 4:45 p.m.	Cookery Club (Room 310)	Cricket Club (Cricket Net)			
7/5/24 (Tuesday)	3:45 p.m. to 4:45 p.m.	Math Club (Room 201)	JPC (Covered Playground)			
8/5/24 (Wednesday)	3:45 p.m. to 4:45 p.m.	Science Club (I.S Lab)				
10/5/24 (Friday)	3:45 p.m. to 4:45 p.m.	Photography Club (Room 502)				
14/5/24 (Tuesday)	3:45 p.m. to 4:45 p.m.	Badminton Club (Hall)				
22/5/24 (Wednesday)	3:45 p.m. to 4:45 p.m.	Cookery Club (Room 310)				
27/5/24 (Monday)	3:45 p.m. to 4:45 p.m.	English Club (Room 305)				
28/5/24 (Tuesday)	3:45 p.m. to 4:45 p.m.	Math Club (Room 201)				
30/5/24 (Thursday)	3:45 p.m. to 4:45 p.m.	Art and Craft Club (Room 210)				

Yours faithfully,

LEE Tung-ching

This Parents' Letter can be found on our school homepage (<http://www.seksswk.edu.hk/>) and eClass Parent App.

官立嘉道理爵士中學（西九龍）

二零二三至二零二四年度第十號家長信撮要（詳情請參閱英文版）

2024年2月23日

各位家長/監護人：

1. 2023-2024年度學校家長日

為加強學校與家庭的聯繫和溝通，讓家長或監護人更深入了解學生在學校的表現及成績，本校訂於**2024年3月8日（星期五）下午2:00至6:30**舉行家長日。當天各班班主任將派發上學期考試成績表（中一至中五級），並跟家長或監護人面談。學生可隨家長一同回校見班主任，**但要穿著整齊校服**。家長日上午，學生照常上課。

子女能夠愉快學習，全賴家校的共同努力，盼各位家長能抽空出席家長日。隨函附上回條，請於**2月29日或之前填妥，並囑咐貴子弟交回班主任**。

2. 中六溫習室安排

由2024年3月4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**2024年3月4日至5月3日期間的上課日***開放405及406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。

**3月8日(上午8:30至下午12:25); 3月15-21日(因學校活動及測驗周暫停開放)。*

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，不准使用手提電話。
- 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。

3. 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

- a. **校內成績表**：中六學生可於2024年5月7日下午3時至3時30分，到下列課室領取成績表：

6A	405室
6B	406室
6C	505室

中六學生亦可由 2024 年 5 月 8 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。

b. 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 2024 年 7 月 17 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 10:30	提醒中六學生注意事項	學校禮堂
	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 18 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。

4. 學習成果頒獎禮 2023/2024

為表揚學生的學業成就，本年度學習成果頒獎禮將於 2024 年 3 月 15 日(星期五)下午 1 時 45 分至 3 時 30 分在禮堂舉行。當天上午照常上課，下午全體師生將到禮堂參與頒獎禮。

5. 學習成果頒獎禮綵排

綵排將於 2024 年 3 月 14 日(星期四)第二堂至第六堂進行，只有得獎者、表演者以及在頒獎禮幫忙的同學出席，其他同學照常上課。

6. 課外活動學會上學期集會安排 2023/24

為促進學生的全面發展，學校舉辦多元化的課外活動。課外活動學會將於 2024 年 3 月至 5 月舉行，詳細安排請參閱下面圖表。學生須按以下時間準時出席。

日期	時間	課外活動學會及集會地點				
29/2/24 (星期四)	3:45 p.m. – 4:45 p.m.	排球學會 (排球場)				
4/3/24 (星期一)	3:45 p.m. – 4:45 p.m.	美術學會 (210 室)	舞蹈學會 (109 室)	足球學會 (學校操場)		
5/3/24 (星期二)	3:45 p.m. – 4:45 p.m.	羽毛球學會 (學校禮堂)	STEM 學會 (外出活動)	板球學會 (板球區)		
6/3/24 (星期三)	3:45 p.m. – 4:45 p.m.	科學學會 (科學實驗室)	舞蹈學會 (109 室)			

7/3/24 (星期四)	3:45 p.m. – 4:45 p.m.	美術學會 (210 室)	足球學會 (學校操場)	少年警訊 (學校有蓋操場)	排球學會 (排球場)	
11/3/24 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 (109 室)	足球學會 (學校操場)			
12/3/24 (星期二)	3:45 p.m. – 4:45 p.m.	音樂學會 (209 室)	STEM 學會 (外出活動)	中文學會 (外出活動)		
13/3/24 (星期三)	3:45 p.m. – 4:45 p.m.	籃球學會 (學校有蓋操場)	舞蹈學會 (109 室)			
14/3/24 (星期四)	3:45 p.m. – 4:45 p.m.	數學學會 (201 室)	攝影學會 (502 室)	足球學會 (學校操場)	排球學會 (排球場)	英文學會 (305 室)
5/4/24 (星期五)	3:45 p.m. – 4:45 p.m.	戲劇學會 (403 室)				
8/4/24 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 (109 室)	足球學會 (學校操場)			
9/4/24 (星期二)	3:45 p.m. – 4:45 p.m.	音樂學會 (209 室)	羽毛球學會 (學校禮堂)	STEM 學會 (外出活動)		
11/4/24 (星期四)	3:45 p.m. – 4:45 p.m.	足球學會 (學校操場)	中文學會 (301 室)			
12/4/24 (星期五)	3:45 p.m. – 4:45 p.m.	攝影學會 (502 室)	板球學會 (板球區)			
15/4/24 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 (109 室)	足球學會 (學校操場)	少年警訊 (學校有蓋操場)		
17/4/24 (星期三)	3:45 p.m. – 4:45 p.m.	辯論學會 (305 室)	家政學會 (310 室)	籃球學會 (學校有蓋操場)	科學學會 (科學實驗室)	中文學會 (301 室)
18/4/24 (星期四)	3:45 p.m. – 4:45 p.m.	中文學會 (301 室)				
22/4/24 (星期一)	3:45 p.m. – 4:45 p.m.	辯論學會 (305 室)				
24/4/24 (星期三)	3:45 p.m. – 4:45 p.m.	籃球學會 (學校有蓋操場)	英文學會 (305 室)			
25/4/24 (星期四)	3:45 p.m. – 4:45 p.m.	辯論學會 (305 室)				
26/4/24 (星期五)	3:45 p.m. – 4:45 p.m.	辯論學會 (305 室)				
30/4/24 (星期二)	3:45 p.m. – 4:45 p.m.	音樂學會 (209 室)				

3/5/24 (星期五)	3:45 p.m. – 4:45 p.m.	家政學會 (310 室)	板球學會 (板球區)			
7/5/24 (星期二)	3:45 p.m. – 4:45 p.m.	數學學會 (201 室)	少年警訊 (學校有蓋操場)			
8/5/24 (星期三)	3:45 p.m. – 4:45 p.m.	科學學會 (科學實驗室)				
10/5/24 (星期五)	3:45 p.m. – 4:45 p.m.	攝影學會 (502 室)				
14/5/24 (星期二)	3:45 p.m. – 4:45 p.m.	羽毛球學會 (學校禮堂)				
22/5/24 (星期三)	3:45 p.m. – 4:45 p.m.	家政學會 (310 室)				
27/5/24 (星期一)	3:45 p.m. – 4:45 p.m.	英文學會 (305 室)				
28/5/24 (星期二)	3:45 p.m. – 4:45 p.m.	數學學會 (201 室)				
30/5/24 (星期四)	3:45 p.m. – 4:45 p.m.	美術學會 (210 室)				

此家長信可於學校網頁(<http://www.seksswk.edu.hk/>)及 eClass 家長應用程式內查閱。

REPLY SLIP
Parents' Day (P.L.10)

(To be returned on or before Thursday, 29 February 2024)

To: Principal, Sir Ellis Kadoorie Secondary School (West Kowloon)

I acknowledge receipt of Parents' Letter No.10 regarding Parents' Day and have noted the contents therein.

I * will / will not attend the Parents' Day on Friday, 8 March 2024.

(* Please circle the appropriate item.)

Time	Please put a (✓) against the period of time that is convenient for you.
2:00 p.m. – 2:30 p.m.	
2:30 p.m. – 3:00 p.m.	
3:00 p.m. – 3:30 p.m.	
3:30 p.m. – 4:00 p.m.	
4:00 p.m. – 4:30 p.m.	
4:30 p.m. – 5:00 p.m.	
5:00 p.m. – 5:30 p.m.	
5:30 p.m. – 6:00 p.m.	
6:00 p.m. – 6:30 p.m.	

Class Teachers please forward the following slip to Maya (T.A.) if parents make appointments.

I would like to contact (the SEN Team / Guidance Team / Career Team / Discipline Team / Social Workers) on the Parents' Day on Friday, 8 March 2024.

Parents please make the appointment in the table below:

Team	Room	Staff in charge	Please show your preference and the time slot.
SEN	101	Ms SUNG Yee-ki	
Guidance	109B	Mr TAM Chi-hin	
Career	110	Ms CHAN Ying-wah	
Discipline	201	Mr LIN Chi-heng	
School Social Worker	109A	Ms FONG Charley	
School Social Worker	109A	Ms WONG Wendy	

Parent's/Guardian's Signature: _____

Parent's/Guardian's Name: _____
(IN BLOCK LETTERS)

Contact Phone No. _____

Student's Name: _____
(IN BLOCK LETTERS)

Class & Class No.: _____

Date: _____

回條

本人已知悉本通告(PL 10)內容及家長日事宜，現決定如下：

本人*將會/未克出席貴校於2024年3月8日(星期五)舉辦之家長日。

(*請圈出適用的項目。)

時間	請於下列各時段選擇出席的時間，並加上(✓)。
2:00 p.m. – 2:30 p.m.	
2:30 p.m. – 3:00 p.m.	
3:00 p.m. – 3:30 p.m.	
3:30 p.m. – 4:00 p.m.	
4:00 p.m. – 4:30 p.m.	
4:30 p.m. – 5:00 p.m.	
5:00 p.m. – 5:30 p.m.	
5:30 p.m. – 6:00 p.m.	
6:00 p.m. – 6:30 p.m.	

請班主任將以下回條交回 Maya (T.A.)(如家長有需要)

本人希望與(SEN 主任/ 輔導主任/ 升學及就業主任/ 訓導主任/ 社工)聯絡

請家長於下表預約家長日時段。

組別	地點	負責老師或社工	請填上欲面談的項目/時間
SEN 主任	101	宋綺琪老師	
輔導主任	109B	譚志軒老師	
升學及就業主任	110	陳英華老師	
訓導主任	201	練子恆老師	
社工	109A	方嘉蓓姑娘	
社工	109A	王安怡姑娘	

家長簽署：_____

家長姓名：_____

家長聯絡電話：_____

學生姓名：_____

班別及學號：_____ ()

二零二四年_____月_____日