



**2026/2027 Parents' Letter No. 2**

22 September 2026

Dear Parents/Guardians,

**Principal's Meeting with Parents, List of Class Teachers and Assistant Class Teachers, and Handling Complaints Policy**

Please be informed of the following matters:

**1. Principal's Meeting with Parents**

The 1<sup>st</sup> Principal's Meeting with Parents, jointly hosted by the school and the PTA, will take place on **24 September 2026 (Thursday)**. This meeting serves as an essential platform to engage parents, introduce school developments, and foster strong home-school partnerships.

Date: 24/09/2026 (Thursday)

Time: 16:30- 18:00

Venue: School Hall

**Programme:**

1. Welcome Speech
2. Parent Talk – A Parent's Guide to Utilizing AI Education by EDFLOW Learning Center Founder Mr LAM Po-loy Patrick
3. School events overview
4. E-Class app /Alipay app
5. PTA Annual General Meeting
6. Q & A Session

As a parent/guardian of the school, you are cordially invited to attend this meeting. Should you have any questions, please feel free to approach Mr. Kumar or Ms. YU Hiu-lam on 2576 1871. Thank you for your support.

**2. List of Class Teachers and Assistant Class Teachers**

Please be notified that a list of the class teachers and assistant class teachers of each class is available from our school homepage (<http://www.seksswk.edu.hk> → Our Staff) for your easy reference.

**3. Handling Complaints Policy**

In order to strive for excellence and efficiency, and promote accountability and transparency, the school has established a school-based complaint handling mechanism which aims to handle complaints positively and provide prompt responses within an appropriate time frame. The 'Guideline for Handling School Complaints' has been uploaded on the school webpage for your reference.

Yours faithfully,

LEE Tung-ching  
Principal

*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）**  
**二零二六至二零二七年度**  
**第二號家長信撮要(詳情請參閱英文版)**

2026 年 9 月 22 日

**(1) 第一次「校長與家長交流會」**

為了讓家長更能了解本校，本校與家長教師會合辦「校長與家長交流會」。第一次交流會詳情如下：

日期：2026 年 9 月 24 日（星期四）

時間：下午四時半至六時

地點：學校禮堂

程序：

1. 歡迎辭
2. 家長講座：**家長如何利用人工智能教育**  
講者：EDFLOW 學習中心創辦人林溥來先生(Patrick Sir)
3. 學校活動
4. eClass 家長應用程式/支付寶應用程式
5. 家長教師會年度會員大會
6. 家長分享
7. 答問環節

誠邀各位家長/監護人參加這次交流會。

**(2) 各班班主任及助理班主任名單**

校方已將各班班主任及助理班主任的名單上載到學校網頁 (<http://www.seksswk.edu.hk> → Our Staff)，歡迎家長隨時瀏覽。

**(3) 校本投訴機制**

為追求卓越效率，增進問責透明，本校已設立「校本投訴處理機制」，以積極正面的態度處理投訴，並在適當時間內儘早作出回應。有關的投訴指引已上載於本校網頁以供參考。

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。