

E.L.C.H.K. Hung Hom Lutheran Primary School

Our Ref.: 2022N100

Date: 13th January, 2023

Arrangements for the resumption of whole school full-day face-to-face lessons

Dear Parents/Guardians,

The Education Bureau issued a circular on 25th October, 2022 stating that from 1st December, 2022, if the school or the specific class form has completed two doses of vaccination for more than 14 days and the number of students in the school being vaccinated 70% or above, the school can apply to the Education Bureau to arrange full-time face-to-face lessons after obtaining the approval of the incorporated management committee.

As of 4th January, 2023, 89% of the students in our school have completed the second dose of vaccination. The school has applied to the Education Bureau for full-time face-to-face classroom arrangements, and received approval on 12th January, 2023. The school will still hold half-day classes from 16th to 19th January, 2023 (before the Lunar New Year holidays). The full-day face-to-face lessons will officially begin on **1st February, 2023** (after the Lunar New Year holidays). The full-day face-to-face lessons are arranged as follows:

1. Lessons Timetable

Starting from 1st February, 2023, the school starting time will remain to be 8:15am and the school dismissal time will be 3:00pm. The following is the full-day lessons timetable, for more details regarding the lessons arrangements, please refer to the full-day lessons timetable for each class that will be distributed later.

Time/Day	Monday	Tuesday	Wednesday	Thursday	Friday
8:15am – 8:30am	Morning Assembly and Class Teacher Period				
8:30am – 10:00am	1 st Period to 3 rd Period				
10:00am – 10:10am	Recess (10 minutes)				
10:10am – 11:40am	4 th Period to 6 th Period				
11:40am – 12:35pm	Reading and Activity Session/Lunch				
12:35pm – 1:50pm	7 th Period to 9 th Period	7 th Period		7 th Period to 9 th Period	7 th Period
		Life Education			Multi-intelligence Course
1:50pm – 2:00pm	Recess (10 minutes)				
2:00pm – 3:00pm	Chinese, English or Math Support Class / Advanced Class / Elite Class	Extra-curricular Activities	Chinese, English or Math Support Class / Advanced Class / Elite Class	Extra-curricular Activities	Chinese, English or Math Support Class / Advanced Class / Elite Class
3:00pm – 4:30pm	Monday to Friday: After-School Homework Tutorial Lesson (1 hour)				
	Non-Chinese Speaking (NCS) Students After-School Support Program (1.5 hours)				
	Tuesday and Thursday: Community-based Projects Tutorial Service, School Team Training				

2. Lunch Arrangements

As full-day face-to-face lessons resume, students are required to stay on campus for lunch. In order to cater for students' meal needs, our school has entrusted "Pan Asia Catering Co., Ltd. – Event Lunch" to provide students with lunch boxes at HK\$20 per meal. Regarding the arrangement of ordering meal boxes, the February meal list has been distributed to all students in the school earlier. In case the student who ordered the meal is absent or needs to leave early and wishes to cancel the meal, parents must call the supplier to cancel the ordered meal from 8:30am to 9:30am every morning, otherwise no refund will be given (Refund phone number: 2147 7063). If you tend to take a leave, you can also call the supplier in advance to not send the meal. Please pay attention to the announcement later if parents wish to send lunch to school or give your child to bring their own lunch.

3. Extra-curricular Activities Arrangements

Most of the extra-curricular activities will end before 19th January, so that if full-time face-to-face classes start on 1st February, 2023, the school will arrange the extra-curricular activities during school hours on every Tuesday and Thursday. The aim of having these activities is to allow students to enjoy the fun of full-time classes routine while striking a balance between study and leisure.

4. Reporting COVID-19 Positive Case

If a student gets a positive result in the COVID-19 rapid antigen test or nucleic acid test, parents need to call the school to ask for leave and report the case at or before 8:30am on the same day, parents shall write down and sign in the column of sick leave in the student handbook. Upon recovery, student can return to school together with the confirmation document (such as a quarantine order) and submit it to their class teacher. If the student fails to submit the diagnosis certificate, parents must submit an application to explain the reason, and submit it to the school to decide whether to approve the relevant sick leave. Absence without proof of diagnosis and approval by the school will be treated as absenteeism.

The school will continue to maintain campus hygiene and protect the health of students, clean and disinfect the school premises and take all necessary epidemic prevention measures to provide students with a healthy and safe learning environment. We wish to take this opportunity to sincerely thank parents for their support and cooperation with our school. The school hopes that the students will gradually adapt to full-time face-to-face classes and enjoy a pleasant campus life.

Please sign and reply to this notice on or before 16th January, 2023 (Monday). For any enquiries, please call our school (Tel: 2712 1543) to contact Miss Chan Yuk Ting.

Yours faithfully,
Ms. W. Y. Yick
Headmistress

✂

Reply Slip



Our Ref: 2022N100

Dear Headmistress Yick,

I acknowledge receipt of school notice 2022N100

After reading the notice, I am aware of the above stated relevant arrangements regarding the resumption of whole school full-day face-to-face lessons.

Parent's signature : _____

Name of student : _____

Class : _____ ()

Date : _____