



24<sup>th</sup> July, 2020

Circular No. 19103

Dear Parents/ Guardians,

**Circular – Concerning the year-end arrangements**


1. Any student who wants to give up the school place **MUST** inform the General Office of his decision by submitting a letter written by his parent by 3<sup>rd</sup> Aug, 2020.
2. Repeaters should get themselves registered in the General Office from 29<sup>th</sup> Jul, 2020 to 3<sup>rd</sup> Aug, 2020. Registration can also be done online. Parents can confirm the repeater school place by sending an email to the General Office ([info@csklsc.edu.hk](mailto:info@csklsc.edu.hk)) on or before 3<sup>rd</sup> Aug, 2020. Parents should put down “Confirmation of repeater school place” in the email subject line, and specify the class, class number and name of the repeater.
3. Class allocation results will be uploaded to the school website at [www.csklsc.edu.hk](http://www.csklsc.edu.hk) on 3<sup>rd</sup> Aug, 2020 by 9:00 a.m.
4. Students are reminded to bring at least six photographs (taken in school uniform) to school on 1<sup>st</sup> Sept, 2020.
5. All personal belongings in the class must be removed and decorations must be taken down from notice-boards. Banners won during inter-class competitions may be taken by the individual winner or by the class and kept for next year.
6. ‘Tong fai’ for the academic year 2020/2021 will be collected from S.4, S.5 & S.6 students at the beginning of the new school year. Students who will apply for the Government Local Education Assistance Scheme will also have to pay ‘Tong fai’.

The ‘Tong fai’ for S.4 to S.6 in the 2020/2021 school year will be collected as follows:

Class	Tong Fai per Instalment	No. of Instalment	Inclusive Fee per Annum
S.1 – 3	--	--	--
S.4	\$160.00 (\$32 x 5) \$160.00 (\$32 x 5)	1 (Sept. 2020 to Jan. 2021) 1 (Feb. 2021 to Jun. 2021)	\$320.00
S.5	\$160.00 (\$32 x 5) \$160.00 (\$32 x 5)	1 (Sept. 2020 to Jan. 2021) 1 (Feb. 2021 to Jun. 2021)	\$320.00
S.6	\$320.00 (\$32 x 10)	1 (Sept. 2020 to Jun. 2021)	\$320.00

7. Parents/Students should take precautionary measures such as taking temperature, wearing masks, keeping social distancing, etc. to safeguard their health.
8. Students must wear school uniforms when attending lessons, meetings in school except participating extra-curricular activities.
9. School re-opens on 1<sup>st</sup> Sept, 2020 (Tuesday).

Yours faithfully,

  
Lee Ting Leung  
Principal





敬啟者：

通告 - 有關學期完結各事項安排

- 一. 如要退學，請務必在二〇二〇年八月三日或之前以家長信通知校務處。
- 二. 留級學生須於二〇二〇年七月廿九日至八月三日到校務處辦理留位手續。留位手續亦可以網上形式辦理，家長可以電郵確認留位，把學生資料包括班別、班號、學生姓名於二〇二〇年八月三日或之前傳送至校務處([info@csklsc.edu.hk](mailto:info@csklsc.edu.hk))。請於電郵標題寫上「確認留級學額」。
- 三. 分班結果將於二〇二〇年八月三日上午九點正上載至學校網站 [www.csklsc.edu.hk](http://www.csklsc.edu.hk)。
- 四. 學期屆滿時，各學生必須帶走課室內的個人物品，並摘除壁報上的飾物。所有得獎班際紀念旗亦應除下，交由得獎學生保留，以班名義獲獎者則由班會負責人保管，留待下學年度開課後重新張掛。
- 五. 各學生請於二〇二〇年九月一日開學日帶備最少六張相片（穿著整齊校服拍攝）回校。
- 六. 二〇二〇年至二〇二一年度的中四、五及六年級學生須於新學年初繳付堂費（包括將會申請公務員本地子女教育津貼的學生）。

二〇二〇年至二〇二一年度的中四至中六堂費如下：

班別	每期堂費	期數	每年合共
中一至三	-----	-----	---
中四	\$160.00 (\$32 x 5)	1 (二〇二〇年九月至二〇二一年一月)	\$320.00
	\$160.00 (\$32 x 5)	1 (二〇二一年二月至二〇二一年六月)	
中五	\$160.00 (\$32 x 5)	1 (二〇二〇年九月至二〇二一年一月)	\$320.00
	\$160.00 (\$32 x 5)	1 (二〇二一年二月至二〇二一年六月)	
中六	\$320.00 (\$32 x 10)	1 (二〇二〇年九月至二〇二一年六月)	\$320.00

- 七. 家長/學生應採取適當防疫措施如檢測體溫、佩戴口罩、保持社交距離等等，以保障健康。
- 八. 學生回校參與補課、開會等活動(課外活動除外)須穿著整齊校服。
- 九. 新學年將於二〇二〇年九月一日(星期二)開課。

此致  
各家長



陳瑞祺(喇沙)書院校長  
李丁亮 啟

二〇二〇年七月廿四日