

順利天主教中學
學校通告 7 (2024-2025)
新學年注意事項

敬啟者:

(一) 開學首星期安排

開學禮及開學感恩彌撒將於9月2日及3日舉行，上課時間由上午7:55至中午12:00。9月4日 (Day 1) 起依照正常時間表上課，放學時間為下午3:30。

(二) 家長手冊

「家長手冊」乃加強本校與家長溝通的文件，內容包括學校政策、校規及教導子女心得等。家長須留意的事項大部份均可在此找到。家長亦可隨時進入本校網頁(<http://www.slcss.edu.hk>) 閱覽手冊。新學年開始，請家長仔細閱讀及特別注意以下各項：

- 上課時間表
- 開學注意事項
- 預防傳染病
- 上課期間學生身體不適、申請病假及事假之安排
- 學校綜合保險及學生個人意外保險
- 惡劣天氣之安排
- 學生使用流動電話及智能手錶守則
- eClass 家長應用程式 (eClass Parent App)
- eClass 電子支付系統

(三) 各項文件及費用的繳交日期

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|------------------------------------|--------|
| 1. 學生健康狀況紀錄表 (中一除外) | (9月3日) |
| 2. 學生資助計劃 (書簿津貼) 資格證明書 | (9月4日) |
| 3. 學生照片 (須穿著整齊校服及儀容端正，尺寸為 1.5"x2") | (9月4日) |

年級	照片數目
中一及所有新生	三張
中二至中五	一張
中六	四張 (另交三個附家長姓名、住址並貼上郵票的回郵信封)

- 4.天主教同學若從未提交領洗紙者，請將影印本交予班主任 (9月3日)
- 5.學生健康服務申請表格 (9月3日)
- 6.請家長細閱學生手冊，填妥第一頁學生資料，貼上照片及簽名 (9月3日)

(四) 學生肖像權

所有學生活動的相片及錄像，將用於教育及非商業用途。本校保留權利刊印及展示出現學生肖像的相片及錄像作為學校記錄及推廣之用，如家長不同意有關安排，請另函通知學校。

(五) 校內攝錄系統

本校公共地方裝有**攝錄系統**，只用作保安用途，但可能同時把學生的容貌錄像收集。所有攝錄資料會按照常規在七日內刪除。

(六) 健康措施及注意事項

1. 響應教育局呼籲，家長應盡早安排子女接種疫苗，提高保護能力。
2. 如學生身體不適，出現發燒等徵狀而未能上學，應按手續請假，家長須於早上七時五十五分前以電話通知校務處，翌日向班主任呈交家長信及醫生紙。

以上各事項，敬請查照是荷。

此致
貴家長

順利天主教中學校長

李婉萍謹啟

二零二四年九月二日

Dear Parents,

Circular No. 7
School Commencement

1. *The first week of the school year*

There will be a School Commencement Ceremony and Mass on 2nd and 3rd, September 2024. Teachers will also conduct class affairs on these two days from 7:55a.m. to 12:00 noon. Normal school days (Normal timetable) will start from 4th September 2024 (Day 1). Dismissal time is 3:30 p.m.

2. *Parent Handbook*

“Parent Handbook – Online” can be found on our school website (<http://www.slcss.edu.hk>). It serves as a quick reference for parents to understand various aspects of the school about the learning and development of students. Parents are advised to read the Parent Handbook and refer to it whenever necessary. At the beginning of the school year, parents should pay special attention to the following parts:

- Timetable
- School Commencement Reminders
- Prevention of Communicable Diseases
- Sick Leave, Early Leave or Other Leave Application
- Insurance Policy for Students
- Rainstorm, Typhoon or Bad Weather Arrangements
- School Uniform and Appearance
- Rules of using mobile phone and smartwatch in school
- eClass Parent App
- eClass ePayment System

3. *Deadlines*

1. Medical History of Students (except S1) *3 September*
2. Eligibility Certificate of Student Financial Assistance Affairs (SFAA) *4 September*
3. Photos (Students should look decent and wear neat school uniform, size 1.5”x 2”) *4 September*

Level	Number of Photo
S1 and Freshmen	3
S2 to S5	1
S6	<i>4 (please submit 3 self-addressed envelopes with stamps and parent’s name)</i>

4. Catholic student who has not submitted the Certificate of Baptism should submit a photocopy to Class Teacher 3 September
5. Student Health Service Application Form 3 September
6. Parents should read the student handbook, fill in student particulars and sign on P.1 3 September

4. *Portraiture Right*

All student photos and videos of activity will not be used for commercial purpose. The school will reserve the right to use the portrait in school publication for promotion and recording purpose. Parents may submit application letter if you do not agree with it.

5. *Campus Surveillance Cameras*

Surveillance cameras have been set up in the public areas on school campus for school security. Students' appearance will be captured. Recorded file will be deleted within 7 days.

6. *Health Protection Measures and Reminders for New Academic Year*

- a) In response to the Education Bureau's appeal, parents should arrange vaccination for their children as soon as possible to enhance their protection.
- b) Students who cannot attend due to sickness (such as fever) should phone the school before 7:55am and submit a parent's letter with medical certificate to the class teacher on the next school day.

Thank you for your attention.

Yours faithfully,

Lee Yuen Ping
Principal