



THE CHURCH OF CHRIST IN CHINA
HEEP WOH COLLEGE

中華基督教會協和書院

2021-2022

Circular No.2 (第二號通告)

171 PO KONG VILLAGE RD., TSZ WAN SHAN, KLN., HKSAR

香港九龍慈雲山蒲崗村道一七一號

Tel 電話: 2323 4265 Fax 傳真: 2323 3258

E-mail: info@ccchwc.edu.hk

Homepage: <http://www.ccchwc.edu.hk>

Dear Parents/Guardians,

1st September, 2021

Recording of Lessons

To enhance learning and teaching effectiveness, our school encourages teachers to conduct lesson study and peer lesson observation. As long as the teaching and learning progress is not affected, recording of lessons may be arranged so that teachers can share their good teaching practices. If you have any enquiries concerning the recording of lessons, please contact our Vice-principal, Mr. Wong Chun Tat, at 2323 4265.

Kindly acknowledge receipt of this circular by returning the completed Reply Slip to the class teacher on 6th September, 2021 (Monday).

Yours faithfully,

Dr. Chu Kai Wing
Principal

This circular is posted on the school website (<http://www.ccchwc.edu.hk>) Archives / Letter to Parents

敬啟者：

有關課堂錄影事宜

本校十分重視提升學與教的效能，深信優良之教學質素有助提升學生之學習；而提倡教師課堂研究及互相觀摩對優質教學有莫大裨益。因此，本校會按需要於課堂錄影教學實況。課堂錄影主要攝錄教師授課情況，並以不影響課堂運作為原則，而有關影片亦只供教師課堂研究、教師專業發展及提升授課質素之用。如有查詢，請與王振達副校長聯絡（電話：2323 4265）。請台端於 2021 年 9 月 6 日(星期一)填妥回條並著 貴子弟把回條交回班主任。

此致

貴家長 / 監護人

校長 朱啓榮 博士 啟

二零二一年九月一日

本通告可參閱本校網頁 (<http://www.ccchwc.edu.hk>) Archives / Letter to Parents

Reply Slip 回條



Dear Principal, 敬覆者：

The content of your circular (2021-2022 Circular No.2) about the recording of lessons has been noted. 茲收到 2021-2022 年度通告第二號，知悉有關課堂錄影事宜。

I 本人 * hereby give permission to my son/daughter to participate in the recording. 願意讓敝子弟參與課堂錄影。

do not give permission to my son/daughter to participate in the recording. Please arrange my son/daughter to sit at the back of the classroom and omit them from the recordings. 不願意敝子弟參與，懇請校方於課堂錄影時，安排敝子弟坐於課室後排，避免拍攝其錄像。

此致

朱啓榮校長

Name of Parent/Guardian
家長或監護人姓名

Signature of Parent/Guardian
家長或監護人簽署

Contact phone no.
聯絡電話

Name of Student
學生姓名

Class & No.
班別及學號

Date
日期

* Please ✓ the appropriate box. *請在適當方格內加上✓號