



THE CHURCH OF CHRIST IN CHINA

HEEP WOH COLLEGE

中華基督教會協和書院

2021-2022

Circular No.23 (第二十三號通告)

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Dear Parents/Guardians,

31 October, 2021

### **Coronavirus Disease 2019 (COVID-19)**

#### **Student being a Close Contact with an Infected Person with COVID**

Our school was informed by the Centre for Health Protection (CHP) of the Department of Health (DH) on 31 October 2021 that one of our students has been classified as a “close contact” of an infected person with COVID-19 by CHP.

The school is fully aware of the parents’ concern about the "close contacts" case. The information on the case is listed below.

- The close contact case involves a S6 student.
- The last day for the student to come back to school was 29 October, 2021.
- The student had measured temperature before returning to the school, passed the temperature quarantine at the main entrance of the school, and disinfected his hands with alcohol handrub.
- The student mainly stayed in the home room at school and wore mask properly at school. Students in the same class are arranged to sit in single rows with a “face-to-back” setting. After school at 1:30 p.m., the student left the school campus and did not stay for lunch or take off the mask to eat.

Based on the advice provided by CHP, our school has strengthened the cleansing and disinfection of the school premises, there will be a two-day suspension of face-to-face classes and on-campus activities on 31 October and 1 November 2021. E-learning would be adopted for the whole school on 1 November 2021. Online live lesson will be used on the above-mentioned day for e-learning. There will be no online morning assembly. Online lesson will start promptly at 8:15 a.m. Please find in the Appendix the lesson timetable, rules and measures concerning online live lessons.

CHP encourages staff and students of schools with the above-mentioned cases appearing to undergo COVID-19 tests. Students and staff should arrange their own tests through different available channels. For details of the various testing avenues, please visit the website: <https://www.coronavirus.gov.hk/eng/early-testing.html>  
Our school will keep close contact with CHP and closely monitor the health conditions of our staff and students. We will inform parents and students of the latest situation as early as possible via Parents App.

Once again, our school would like to urge parents to put in place appropriate preventive measures to guard against the spread of COVID-19. Parents are kindly requested to report to

schools immediately if your son / daughter or any member of your family are found to be under the following 4 conditions to facilitate implementation of contingency measures :

- Being a confirmed case of COVID-19.
- Being a preliminary tested positive case of COVID-19.
- Being classified as a “close contact” of an infected person with COVID-19 by CHP.
- Being classified as a “household member of a close contact” of an infected person with COVID-19 by CHP.

Kindly acknowledge receiving and sign this circular by Parents’ App by 1 November, 2021 (Monday). Should you have any enquiries, please contact the General Office at 23234265.

Yours faithfully,  
Dr. Chu Kai Wing  
Principal

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

各位家長／監護人：

## 2019 冠狀病毒病

### 學生被界定為 2019 冠狀病毒病確診個案的密切接觸者

本校於 2021 年 10 月 31 日獲衛生署衛生防護中心通報，本校一名學生被衛生防護中心界定為 2019 冠狀病毒病確診個案的密切接觸者。

校方深明家長對「密切接觸者」個案的關注，現將有關個案的資訊臚列如下，敬請查照：

- 確診個案的密切接觸者為本校一名中六級的學生；
- 上述學生的最後上課天為十月二十九日（星期五）；
- 該學生於回校前已量度體溫，並通過學校正門體溫檢疫及有以酒精搓手液消毒雙手；
- 有關學生在校期間，全程佩戴口罩，同班學生的座位是面對背、隔疏而坐，在校期間，該生每天在 1:30 下課後離校，並沒有留校午膳或除下口罩飲食。

校方已按衛生防護中心的指示，加強校內的清潔及消毒工作，並由 2021 年 10 月 31 日至 2021 年 11 月 1 日共 2 天（包括假期）停止全校面授課堂及校內活動。而 2021 年 11 月 1 日將採用網上實時授課，上課前不設早會，網上課堂會在早上 8 時 15 分開始。有關上課時間表、規則及網上授課的相關措施，請參閱附件資料。

衛生防護中心鼓勵本校師生自行至檢測中心進行 2019 冠狀病毒病檢測。如欲了解檢測中心相關詳情，請瀏覽以下網頁：<https://www.coronavirus.gov.hk/eng/early-testing.html>。此外，校方會繼續與衛生防護中心保持緊密聯繫，並密切留意本校師生的健康狀況。如有最新消息，校方會盡快透過家長應用程式（Parents App）通知學生及家長。

對抗疫情，有賴家校協作，家長一經證實以下情況，請即時致電 2323 4265 通知本校，以便校方採取應變措施及通知教育局：

- 學生或家屬證實染上 2019 冠狀病毒病；
- 學生或家屬在 2019 冠狀病毒病快速測試呈陽性反應；
- 學生被衛生防護中心界定為 2019 冠狀病毒病確診個案的「密切接觸者」（註：「密切接觸者」一般指曾經照顧患者、與患者共同居住或曾經接觸過患者呼吸分泌物和體液的人士）；

- 學生被衛生防護中心界定為 2019 冠狀病毒確診個案的「密切接觸者」之同住者。

請於 2021 年 11 月 1 日(星期一)或以前登入家長應用程式，簽署本電子通告。  
如有任何疑問，請致電 2323 4265 聯絡本校校務處。

此致  
貴家長

校長 朱啟榮 博士 謹啟

二零二一年十月三十一日

本通告已上載本校網頁 (<http://www.ccchwc.edu.hk>) *Archives / Letter to Parents*

## Appendix :

### (I) Lesson Timetable for 1 November, Monday

Starting time	Ending time	Duration	Online Live Lessons	
No morning assembly is scheduled.				
AM	08:15	08:50	35 min	Lesson 1
	08:50	09:25	35 min	Lesson 2
	09:25	09:35	10 min	Recess
	09:35	10:10	35 min	Lesson 3
	10:10	10:45	35 min	Lesson 4
	10:45	11:00	15 min	Recess
	11:00	11:35	35 min	Lesson 5
	11:35	12:10	35 min	Lesson 6
	12:10	12:20	10 min	Recess
	12:20	12:55	35 min	Lesson 7
	12:55	13:30	35 min	Lesson 8
Lunch	13:30	15:00	90 min	Lunch
PM	15:00	16:00	60 min	ECA
	16:00	17:00	60 min	S5 - S6 Supp. Lessons [Online live lessons / Self-directed learning]
				S1 - S4 Learning activities may be organized by the school

### (II) Rules and measures concerning online live lessons :

- (a) Students should join the Google Meet in subject-based Google Classroom for online lesson.
- (b) Students should attend online live lessons punctually. They should not absent or leave early from lessons without application in advance.
- (c) Subject teachers will take roll call in each lesson. Students' performance in lessons will be recorded.
- (d) Parents of students who are absent but have not applied for casual leave or sick leave will be informed of their child's absence via Parent App on the following school day. Parents are kindly requested to remind your child to attend online lessons punctually.
- (e) To enhance class interaction, students are requested to use devices with cameras and microphones for live lessons.
- (f) Students not having serious attitude towards live lessons, such as being late, leaving early, not answering questions raised by teachers, etc., may be regarded by subject teachers as absence from lessons. Related parents will be informed of their child's performance via Parent App on the following school day. Parents are kindly requested to remind your child to attend online lessons seriously.
- (g) Students with the above-mentioned misbehaviors may subject to conduct degrading. Students fail in conduct will not be able to meet the promotion criteria.

附件：

(I) 11月1日上課時間表

開始時間	完結時間	時長	網上實時課堂	
不設早會。				
上午	08:15	08:50	35 分鐘	第 1 節
	08:50	09:25	35 分鐘	第 2 節
	09:25	09:35	10 分鐘	小息
	09:35	10:10	35 分鐘	第 3 節
	10:10	10:45	35 分鐘	第 4 節
	10:45	11:00	15 分鐘	小息
	11:00	11:35	35 分鐘	第 5 節
	11:35	12:10	35 分鐘	第 6 節
	12:10	12:20	10 分鐘	小節
	12:20	12:55	35 分鐘	第 7 節
	12:55	13:30	35 分鐘	第 8 節
午膳	13:30	15:00	90 分鐘	午膳
下午	15:00	16:00	60 分鐘	課外活動時段
	16:00	17:00	60 分鐘	中五至中六級補課時段 (網課／自主學習課)
				中一至中四級學習活動時段 (如有)

(II) 網上課堂政策及措施(提醒及更新)

- (a) 學生須透過各科之網上教室 (Google Classroom) 加入網上課堂 (Google Meet)。
- (b) 學生須按指定時間準時上課，不得無故缺席、早退。
- (c) 科任老師會每堂點名，並記錄學生上課情況。
- (d) 如學生無故缺席課堂，本校將於下一個上課天經家長應用程式發送通知。請家長督促學生準時上課。
- (e) 學生必須使用附有鏡頭及咪高峰的設備上課，以促進課堂的師生互動。
- (f) 學生出席課堂時表現欠認真，包括遲到、早退、掛機、提問時沒有回應等，科任老師可當學生缺席處理。本校將於下一個上課天經家長應用程式通知相關學生的家長。請家長督促學生認真上課。
- (g) 學生如有以上違規行為，將有機會扣減操行分。操行分不合格者則不符本校升班標準。