



THE CHURCH OF CHRIST IN CHINA

HEEP WOH COLLEGE

中華基督教會協和書院

2021-2022

[Revised] Circular No.26 (第二十六號通告)

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Dear Parents/Guardians,

5 November, 2021

Adjustments in School Arrangements

In order to enhance the class ethos, create a lively school atmosphere and foster students' positive values and attitudes as well, it is crucial to enhance the face-to-face contact time among students and between teachers and students. Therefore, the following adjustments will be adopted.

(1) Friday timetable

The current half-day face-to-face classes timetable will be adjusted on Fridays. The special timetable in the Appendix will be adopted every Friday starting from 12th November 2021. The lesson time will be shortened to 30 minutes per lesson. With the modified timetable, one more face-to-face lesson can be arranged after the 8th period on Fridays. The additional lesson will be arranged as either an assembly or a class teacher period.

(2) School Calendar

Table 1 :

Date	Original Teaching Day	Adjustments
2 nd and 3 rd December	Day 6 and Day 1	<p>The special Timetable E will be adopted. The school roll call and dismissal time will be changed to 8:15a.m. and 1:05p.m. respectively. Staff development programmes will be arranged in the afternoon that day. For details of the special timetable, please refer to P. 93 of the student handbook.</p> <p>Please be reminded that the afternoon on 3rd December will be reserved for the Golden Jubilee Preparation. The special timetable E will also be adopted on 3rd December.</p>
10 th December	Day 6	<p>The school day will be converted into a whole-school activity day. Students will participate in a variety of class-based activities on the activity day. For details, please refer to Table 2 below.</p>

Table 2 :

Form	Roll call Time	Dismissal Time	Roll call venue	Activities
1	8:00 a.m.	10:00 a.m.	Home rooms	Rope-skipping Competition, Dodgebee Competition and Class-teacher period
2	9:15 a.m.	11:15 a.m.		
3	9:45 a.m.	11:45 a.m.		
4	11:00 a.m.	1:00 p.m.		
5	1:00 p.m.	3:00 p.m.		
6	2:15 p.m.	4:15 p.m.		

(3) Afternoon activities on normal school days

Under the constraint of epidemic prevention measures, our school will maximize the opportunities for students to stay on the school campus in the afternoons on normal school days. Students aged 12 to 17 years who have received at least one dose of COVID-19 vaccine for more than 14 days and students aged 18 years or above who have received two doses of COVID-19 vaccine for more than 14 days may stay at the school campus between 2:30 p.m. to 5:00 p.m. starting from 15th November 2021. Students are allowed to play ball games, board games, participate in training or extra-curricular activities, visit the school library, etc. More details will be announced later.

If your child was vaccinated, please submit a copy of the vaccination record to the class teacher. You may also submit the soft copy or a photo of the record to us through Google Form using the link below. (Record submission Google Form : <https://forms.gle/8QGZ1DZgZWSjNcfCA>)

Through the above arrangements, we hope that our students can have a more enjoyable experience and strengthen connections with their teachers and schoolmates.

Kindly acknowledge receipt of this letter and sign the reply slip through the Parents' App by 10th November 2021 (Wednesday). Should you have any enquiries, please contact the General Office at 23234265.



Yours faithfully,

Dr. Chu Kai Wing
Principal

各位家長／監護人：

有關學校安排修訂事宜

為凝聚各班同學、營造活潑學習環境，藉以培養學生正向思維，師生之間見面和相處的時間實屬必需。有見及此，本校將作相應安排如下：

(1) 有關週五上課時間表

本校將繼續採現行半天面授上課時間表，惟於週五會作新安排。由本年 11 月 12 日起，本校會採取新的週五特別時間表安排（詳見附件），將每課節的時間縮減至 30 分鐘；因應上述安排，全日教時減少，第 8 課節後可再新增 1 課節，以作週會或班主任課之用。

(2) 有關學校校曆表修訂

表格一：有關校曆上課天安排修訂

日期	原定上課天 (Day)	修訂事宜
12 月 2 – 3 日	Day 6 及 Day 1	兩天皆採取特別時間表 E，點名及放學時間分別為上午 8 時 15 分及下午 1 時 05 分。 12 月 2 日下午將安排教師發展活動，而 12 月 3 日下午將用作預備本校金禧校慶活動。 如欲了解特別時間表相關資訊，請參考學生手冊第 93 頁。
12 月 10 日	Day 6	當天改為全校活動日，以讓學生參與多元化的班級活動。如欲了解詳情，請參考表格二。

表格二：有關全校活動日的安排

級別	集合時間	解散時間	集合地點	活動
1	上午 8 時	上午 10 時	各班課室	跳大繩比賽、 閃避盤比賽及 班主任課
2	上午 9 時 15 分	上午 11 時 15 分		
3	上午 9 時 45 分	上午 11 時 45 分		
4	上午 11 時	下午 1 時		
5	下午 1 時	下午 3 時		
6	下午 2 時 15 分	下午 4 時 15 分		

(3) 有關正常上課時間表下午活動安排

以配合防疫要求為前提，在正常上課時間表實施期間，本校盡可能爭取學生在下午留校活動的機會。自11月15日起，如最少已完成接種第一劑疫苗並超過十四天的12歲至17歲學生及已完成接種第二劑疫苗並超過十四天的18歲以上學生，可於下午2時30分至5時期間留校參與活動，包括球類活動、桌上遊戲、校隊訓練、課外活動、圖書館自修等。詳情容後公布。

如 貴子弟已接種2019冠狀病疫苗，請盡快將接種紀錄副本呈交予班主任存檔，家長亦可點擊以下列連結，將有關紀錄的電子檔案或相片上載於電子表格呈交校方(連結：<https://forms.gle/8QGZ1DZgZWSjNefCA>)。

本校希望透過上述安排加強學生與同儕、教師之間的連繫，以享受更佳校園生活。

請在 11 月 10 日（星期三）或之前，經家長應用程式，簽署本電子通告。如有疑問，請致電 23234265 聯絡本校校務處。

校長 朱啟榮博士 謹啟

二零二一年十一月五日

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