



ST. CLARE'S GIRLS' SCHOOL

50 MOUNT DAVIS ROAD,
HONG KONG

Web Page : www.stclare.edu.hk
E-mail : info@stclare.hk

Tel : 2817 1764
Fax : 2855 8420

18 May 2020

Dear Parents,

Learning Arrangements after Class Resumption

The Education Bureau (EDB) announced that classes would be resumed on 27 May for S3-S5 and 8 Jun for S1-S2. In line with the health advice and guidelines by the EDB, the school is putting in place the following measures to minimize the risk of spreading COVID-19 in school after class resumption.

1. Timetable

To strengthen cleaning of the school premises and avoid the risk of students having meals together in close proximity, the school will maintain half-day sessions, starts at 7:53 am and ends at 1:00 pm. (Please see Appendix 1- Timetable after Class Resumption).

2. Assembly and Activities

- There will be no lining up assemblies to minimize gatherings and social contacts. Students should go up to the classrooms directly after coming back to school. Announcements will be made through broadcast.
- No remedial, supplementary lessons, detention classes and extra-curricular activities will be arranged for the rest of the day on top of the half-day classes.

3. Seating in Classrooms

Students will sit in a single row with a 'face-to-back' setting, and teachers will teach students who are facing one direction. The use of space in classrooms will be maximized to ensure a proper physical distance among students. Group discussion activities will be avoided.

4. Recess and Dining Areas

- Students should wear masks during recess time, and they should keep a proper social distance with other students when they are queuing for toilets or at the tuck shop.
- No eating and drinking in the classrooms. Eating is only allowed in designated dining areas on each floor (1/F – Hall, 2/F – Rm 216, 3/F – Rm 313 & 314). Students are advised to eat only snacks in the areas. All drinking dispensers will be closed. Students should bring their own water to school or buy bottled water at the tuck shop.
- Students should refrain from talking when their masks are taken off when having snacks. They should not share tablewares, food, and drinks. They should store their masks properly and put them back on immediately after finishing snacks.
- To avoid crowd gathering at the tuck shop, students should only go to the tuck shop at designated recess time as follows:

		27/5 – 29/5	1/6 – 5/6	8/6 – 12/6	15/6 – 19/6	22/6 – 26/6
1 st recess	09:15 – 09:30	S3	S4	S1, S5	S3, S4	S2, S5
2 nd recess	10:30 – 10:45	S4	S5	S2, S3	S1, S5	S3, S4
3 rd recess	11:45 – 12:00	S5	S3	S4	S2	S1

At other recess time, students may have home-prepared snacks at the dining areas on each floor.



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敬啟者：

復課後的上學安排

教育局宣布全港學校中三至中五將於五月二十七日復課，中一、中二則於六月八日復課。按教育局的健康指引，本校為減低2019 新冠肺炎在復課後的傳播風險，將採取以下的措施：

1. 上課時間表

為加強校舍清潔及避免學生緊密接觸共聚用膳的風險，學校改為半日制上課，由上午七時五十三分至下午一時正。（請參閱附表一——復課後的上課時間表）。

2. 早會和活動

- 為減免人群聚集和社交接觸，學生毋須上課前集會。學生返抵校園後應直接前往自己的課室。學校將透過廣播發布各項資訊。
- 學校不會在課堂以外的另一個半天安排任何補習班、補課、留堂及課外活動。

3. 課室座位

學生將會以「面對背」的方式單行排坐，教師則以面對學生單向方式授課。將會盡用課室空間，以確保學生之間有適當的距離。課堂內，避免小組討論活動。

4. 小息和用餐區

- 學生在小息時應佩戴口罩；排隊上洗手間或在小賣部時，應保持適當的社交距離。
- 在課室內，不可飲食。僅限於每樓層的指定用餐區（一樓—禮堂，二樓—216 室，三樓—313 及 314 室）進食。建議學生在用餐區內只吃零食。所有飲水機將會停用；學生應自備飲用水上學，或於小賣部購買瓶裝水。
- 學生在除下口罩吃零食時，應避免與人交談。不可共用餐具、共享食物或飲品。學生應適當地存放自己的口罩；並於吃完零食後，立即戴上。
- 為免小賣部人群聚集，各級學生只可於以下指定的小息時間內前往小賣部：

		27/5-29/5	1/6-5/6	8/6-12/6	15/6-19/6	22/6-26/6
第一節小息	09:15-09:30	中三	中四	中一、中五	中三、中四	中二、中五
第二節小息	10:30-10:45	中四	中五	中二、中三	中一、中五	中三、中四
第三節小息	11:45-12:00	中五	中三	中四	中二	中一

學生可於其他小息時段，到每層的指定用餐區吃自備的零食。



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5. Arrangements for Specific Subjects

- a) During PE lessons, individual or group physical activities without contact, such as stretching, aerobics and jogging will be arranged. Students should not share personal items such as towels and water bottles.
- b) All Music lessons will be conducted in classrooms. Students should wear masks during the entire lesson, including singing. Students should avoid playing wind musical instrument to reduce the risk of viral transmission through droplets.
- c) For Science lessons in laboratories, group experiments which involve the sharing of experimental setup and equipment will be avoided.

6. School Dismissal

Students will leave school in different batches. Students taking public transport will be dismissed first, followed by those taking school buses of different routes.

7. Final Examination

- a) Speaking examinations of both Chinese and English Language will be cancelled to avoid students gathering and speaking in groups. The adjusted weighting of the remaining papers will be announced in due course.
- b) As classroom learning time in Term 2 has been reduced due to the class suspension, the weighting of Midterm and Final Examinations will be adjusted to 60% and 40% respectively.

8. Post Examination Period and Summer Holidays

- a) Supplementary lessons will be arranged for S4 and S5 during post examination period. The schedule will be announced in due course.
- b) Summer Holidays will begin on 1 Aug. The revised school calendar is attached for your reference (Appendix 2 – Revised School Calendar after Class Resumption).

Thank you very much for your attention.

Yours sincerely,

Mrs. Cherry Chan
Principal



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5. 特別科目的安排

- a) 體育課，安排不具接觸性的個人或團體活動，例如伸展、帶氧運動和慢跑。學生不應共享私人物品，例如毛巾和水壺。
- b) 所有音樂課在課室內進行。在整個課堂裏，學生須戴上口罩，包括唱歌。學生應避免吹奏管樂器，以減少通過飛沫傳播病毒的風險。
- c) 在實驗室上科學課時，避免小組分享實驗裝置和設備。

6. 放學

學生須分批放學。乘坐公共交通工具的學生，先離開；隨後是，乘搭不同路線的校車的學生。

7. 期末考試

- a) 為免學生聚集和小組討論，中、英文科口試將取消。稍後將宣布各卷調整後的分數比重。
- b) 由於下學期的上課時間受停課影響，期中及期末考試的分數比重將分別調整為百分之六十和百分之四十。

8. 期末考試後及暑假

- a) 期末考試結束後，將為中四及中五級學生安排補課。稍後將會公布時間表。
- b) 暑假將由八月一日開始。附上最新的校曆表，以供參閱。
(附件二 — 復課後的最新校曆表)

此致

貴家長

校長陳黃碧瑜謹啟

二零二零年五月十八日

Appendix 1 – Timetable after Class Resumption

First Bell	07:53
Collection of Assignments & Class Teacher Period	07:55 – 08:15
1 st period (30 min)	08:15 – 08:45
2 nd period	08:45 – 09:15
1 st recess (15 min)	09:15 – 09:30
3 rd period	09:30 – 10:00
4 th period	10:00 – 10:30
2 nd recess (15 min)	10:30 – 10:45
5 th period	10:45 – 11:15
6 th period	11:15 – 11:45
3 rd recess (15 min)	11:45 – 12:00
7 th period	12:00 – 12:30
8 th period	12:30 – 13:00

Appendix 2 - Revised School Calendar after Class Resumption

Month	Cycle	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
May		24	25	26	27 ⁵	28 ⁶	29 ⁷	30	27/5 S.3-S.5 Class resumption
June		31	1 ¹	2 ²	3 ³	4 ⁴	5 ⁵	6	8/6 S.1-S.2 Class resumption
		7	8 ⁶	9 ⁷	10 ¹	11 ²	12 ³	13	
		14	15 ⁴	16 ⁵	17 ⁶	18 ⁷	19 ¹	20	
		21	22 ²	23 ³	24 ⁴	25	26 ⁵	27	
		28	29	30					
July					1	2	3	4	1/7 HKSAR Establishment Day
		5	6	7	8	9	10	11	9/7-10/7 New S1 Registration 14/7 Pre S1 Test 18/7 Mock Release of HKDSE Results 20/7 - 30/7 Post Exam Period 22/7 Release of HKDSE Results
		12	13	14	15	16	17	18	
		19	20	21	22	23	24	25	
		26	27	28	29	30	31		
August									31/7 Breaking-up Day
								1	1/8-31/8 Summer Vacation
		2	3	4	5	6	7	8	
		9	10	11	12	13	14	15	
		16	17	18	19	20	21	22	
		23 30	24 31	25	26	27	28	29	