



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

20 January 2022

Dear Parents,

Arrangements of classes from 21 January to 28 January 2022

Due to the recent development of COVID-19, the Education Bureau (EDB) has announced that all face-to-face classes of secondary schools have to be suspended no later than 24 January 2022. Learning activities and assessments for DSE classes (S6) are allowed on half day basis with strict preventive measures against infection.

Please take note of the following arrangements:


1. **S6 Mock Examination will continue as scheduled from 21 January to 28 January.** For the school bus services, please refer to the email to be sent by the school bus company in due course.
2. **S1-S5 students should come back to school for face-to-face classes as usual on 21 January.** Please bring bags to take home all learning materials kept in school for use in online lessons next week.
3. All afternoon online lessons for S4 and S5 on 21 January will be cancelled.
4. From **24 January to 28 January, all S1-S5 lessons will be conducted online via Microsoft Teams**, using the existing timetable. School will start online at 8:00 a.m. and end at 1:00 p.m.
5. Students should get ready in the Class Teams meeting at 7:55 a.m. Class teachers will take roll call and lead the prayer at 8:00 a.m.
6. Regular afternoon online lessons for S4 and S5 will be conducted from 2:45 p.m. to 3:45 p.m. as scheduled from 24 January to 28 January.
7. Students should attend the online lessons punctually, as on any ordinary school day. If your daughter is sick on the day and cannot attend the lessons, please call the School Office on 2817 1764 before 8:00 a.m. to apply for sick leave.
8. In case of school suspension announced by EDB due to bad weather, the online lessons on that day will be cancelled.
9. Timely submission of assignments is mandatory. Class attendance, participation and assignments will all be assessed and contributed to the term result.

The arrangements of classes after the Chinese New Year holidays will be reviewed in accordance with any further announcements by the EDB. Please pay attention to e-Class notifications and e-Circulars for any special announcements during the holiday.

For other details, please refer to Annex – Guidelines on using Microsoft Teams for Online Lessons. Should you have any queries regarding the above arrangements, please contact the class teachers.

Thank you for your attention.

Yours sincerely,


Mrs. Cherry Chan
Principal





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

敬啟者：

二零二二年一月二十一日至一月二十八日之課堂安排

近日疫情轉趨嚴峻，教育局宣布全港中學須於二零二二年一月二十四日或之前暫停面授課堂。中學可在採取嚴謹防疫措施的情況下，讓中六學生回校進行最多半日必要的學習及評核活動。

請留意以下安排：

1. 一月二十一日至一月二十八日之中六模擬試將按原定計劃舉行。有關之校巴安排，請參閱校巴公司稍後發出之電郵。
2. 中一至中五學生須於一月二十一日如常回校出席面授課堂。請著學生自備環保袋帶回所有學習材料，以應付網上常規課堂所需。
3. 原定於一月二十一日舉行之中四及中五級下午網上常規課堂將取消。
4. 一月二十四日至一月二十八日之中一至中五級網上常規課堂將通過 **Microsoft Teams** 舉行，沿用現行之時間表，上課時間為上午八時正至下午一時正。
5. 學生須於上午七時五十五分登入所屬班別之網上課室，班主任會於上午八時開始進行點名及領禱。
6. 一月二十四日至一月二十八日之中四及中五級下午網上常規課堂將如常進行，時間為下午二時四十五分至三時四十五分。
7. 請學生準時出席網上課堂。如學生感到不適或將缺席課堂，請於上午八時前，致電 2817 1764 通知校務處告假。
8. 若教育局宣佈由於惡劣天氣影響所有全日制學校將會停課，當日之網上課堂亦會取消。
9. 請學生務必準時呈交課業。出勤率、課堂參與度和課業均可能影響學期成績。

教育局將進一步研究學校農曆新年假期後的上課安排。請家長密切注意學校於網上平台發放之最新公布。

有關 Microsoft Teams 之使用方法，請參考附件。如對上述安排有疑問，請聯絡班主任。

此致
貴家長

校長陳黃碧瑜謹啟

二零二二年一月二十日