

TWGHs Sun Hoi Directors' College
2024-2025 School Notice No.1
Matters Concerning the Commencement of the 2024-2025 Academic Year

2nd September, 2024

Dear Parents,

Please kindly note the following for the 2024-2025 Academic Year:

1. Uniformed Groups, Sports & Arts Groups for S1 students (Applicable to S1 students ONLY)

In order for S1 students to reach their potential beyond academics, all S1 students are encouraged to join one Uniformed Group and one Sports or Arts Group. The groups offered this year are as follows:

Uniformed Group	St. John Ambulance	Girl Guides	Hong Kong Sea Cadet Corps	Hong Kong Army Cadets
Sports & Arts Group	Track and Field Team	Long Distance Running Team	Basketball Team	Soccer Team
	Badminton Team	Handball Team	Table Tennis Team	Volleyball Team
	Orchestra	Chinese Orchestra	School Choir	Chinese Dance Team

All students participating in uniformed groups must purchase the group's uniform. Families with financial difficulties can apply for subsidies from the individual uniformed groups. Detailed information on the various groups will be given to students during the Extracurricular Activities Seminar on 6th September (Friday). Specific information on each group will be sent to parents at a later date. Please contact Mr. Chan Wai Ming of the School Cultural Activities Unit if you have any questions.

2. New Secondary One Parents' Seminar

To assist parents of new Secondary One students' in understanding their children's new physical and mental changes after transitioning to secondary school, our school social worker is hosting a seminar specifically for parents. We encourage parents to actively participate in order to gain information and support their children's growth during this time. The seminar details are as follows:

Date: 12th September, 2024 (Thursday)

Time: 11:00 AM – 12:15 PM

Location: Theatre, 5th Floor

Speakers: Ms. Chan Wai Han, a School Social Worker, and Mr. Fong Yuk Lun

Registration Deadline: 6th September, 2024 (Friday)

For inquiries, please contact Ms. Chung Yee Lin of the Discipline and Guidance Unit.

3. Ordering of Calculators (S2-S6 students)

The school will arrange for the order of calculators for S2-S6 students. Details are as follows:

Model	Price	Discounted price
CASIO FX-50FH II Scientific Calculator	\$399	\$295

Should you have any questions, please contact Mr. Chung Wing Ham of the Mathematics Department. The cost will be automatically deducted by direct debit on 27th September (Friday).

4. Documents to be Completed by Parents.

Document	Submission Date
1. Student Medical Record	By 6 th September (Friday) to the class teacher
2. Student Information Verification Form	
3. Student Health Service (Appendix 5) https://www.studenthealth.gov.hk	
4. Certificate of Eligibility from the Student Financial Assistance Agency This document is directly mailed to the applicant by the Student Financial Assistance Agency.	By 6 th September (Friday) to the school library
5. If the student's family is eligible for Comprehensive Social Security Assistance (CSSA), please submit a copy of the relevant eligibility document.	By 6 th September (Friday) to the general office
6. Grantham Maintenance Grants (applicable to Secondary 4 to Secondary 6 students) Please fill out the following application form and submit the relevant supporting documents. https://www.wfsfaa.gov.hk/sfo/tc/other/grantsloans/grantham/9.1.10.htm	By 9 th September (Friday) to the class teacher
7. Student Grant Parents should set up a "Faster Payment System (FPS)" account as soon as possible.	Details will be announced later
8. Student Octopus Card (student turns 12 years old on 31/10/2024) Students can apply through the MTR Mobile APP.	Not applicable
9. MTR Student Travel Scheme (Appendix 6) https://www.mtr.com.hk/ch/customer/tickets/student_travel_scheme.html	Not applicable

5. Parent and Student Handbook

- a) To foster more communication between the school and parents, an electronic version of the Parent Handbook has been created to help parents understand the information provided by the school. Parents can view the Parent Handbook in the School Information section of the E-class Parent mobile app.
- b) Please read the content carefully and sign the student handbook (p.2). Class teachers will collect the student handbooks on 6 September (Friday) for school chop stamping.

6. Other fees (Appendix I)

a) Special Purpose Fees

With the consent of the Parent-Teacher Association and the Incorporated Management Committee, the school will collect a Special Purpose Fee of \$360, which will be used for improving educational facilities, learning resources, and the school environment. For S1 to S5, the fees will be divided into two installments, with the first installment of \$180 payable at the beginning of the school year, and the second installment of \$180 payable in the second semester (the payment date will be determined later). S6 students only need to pay one installment of \$180. Students who have received Full Grant of School Textbook Assistance and Comprehensive Social Security Assistance (CSSA) can apply for a waiver of the second installment of the Special Purpose Fee after the second semester. Details will be announced later.

b) Lesson Fees

With the approval of the Education Bureau and the Incorporated Management Committee, students in S4 to S6 are required to pay an annual Lesson Fees of \$340, divided into two installments. The first installment of \$170 is payable at the beginning of the school year and the second installment of \$170 is payable in the second semester (the payment dates will be announced later).

c) School Group Personal Accident Insurance Plan

To protect students from expenses incurred due to accidents during school activities or on their way to school, the school, with the consent of the Parent-Teacher Association, has purchased School Group Personal Accident Insurance for all students. Students are required to pay a premium of \$17 this school year. For details on coverage and compensation, please refer to pages 12-13 of the Student Handbook.

d) Notebooks and Other Miscellaneous Fees

Notebooks and other miscellaneous fees will be collected through autopay.

* The above fees will be deducted from the autopay account before the following dates. Please prepare sufficient funds for the transfer.

Grade	Date
S1	18 th October (Friday)
S2 - S6	17 th September (Tuesday)

* For **students who have not set up autopay**, please submit the fee in cash or by cheque to the school office on or before 24th September (Tuesday). Cheques should be made payable to The Incorporated Management Committee of TWGHs Sun Hoi Directors' College.

7. Submission of Comprehensive Social Security Assistance (CSSA) Eligibility Documents

The school is committed to providing quality and comprehensive education, offering different learning experiences to develop students' diverse talents and to help them serve the community. The school has ensured appropriate arrangements have been made in terms of providing resources for students in need so that students with financial needs can participate in various learning activities.

If a student is currently receiving CSSA, parents are requested to provide the relevant information and submit a copy of the supporting documents (in an envelope) to the school office by Friday, September 27th, to facilitate the recording of the information. The school can arrange for the application of subsidies when collecting fees to alleviate the financial burden on parents. Should you have any questions, please contact Mr. Chan Wai Ming of the School Cultural Activities Unit.

8. Parent-Teacher Association Circular (Appendix 2)**9. 26th Parent-Teacher Association Opinion Survey (Please fill in the reply slip)****10. Policies on Bringing and Using Electronic Devices at School (Appendix 3)**

11. Purchasing of Combination Locks

Our school is currently offering to purchase combination locks for student lockers (model is shown in the image below) at the price of \$15 each. Each student is limited to purchasing one lock. If you would like the school to make this purchase on your behalf, please complete the return slip. The relevant amount will be deducted from the designated account via automatic transfer on 15th October (Tuesday). Please ensure that sufficient funds are available for the transfer.



12. Healthy School Program - Campus Screening (Appendix 4)

Starting from the 2016-2017 school year, in order to establish a healthy and drug-free environment and promote healthy living, 18 secondary schools under the Tung Wah Group of Hospitals have jointly participated in the Healthy School Program - Campus Screening project.

13. Working Family Allowance Scheme

For parents who need to apply for the above scheme, please visit the following website for details and submit the application documents and information to the relevant government department.
<https://www.wfsfaa.gov.hk/tc/wfao/wfas/overview.php>

14. Student Counseling

Our school values student growth. If there are any issues related to student emotions or behavior, parents and students can contact the class teacher or the teachers of the Discipline and Guidance Unit at any time. Caritas has assigned social workers to be stationed at the school every day, and Tung Wah Group of Hospitals also has educational psychologists serving all secondary schools under the Group.

15. Back-to-School Tips

At the start of a new school year, parents can browse the following Student Health Service website to get information on School Life Adaptation and Emotional Health Tips, to help their children face and adapt to the transitional changes in their studies. If you have any inquiries, please contact class teacher.

Additionally, our school has prepared a "Secondary One Encouragement Pack," produced by the Tung Wah Group of Hospitals Ho Yuk Ching Educational Psychology Service Center. This pack has been

specifically prepared for new Secondary One students. This pack will be distributed during the counselling seminar on 6th September. It will provide tips for both parents and students to help them to adapt to Secondary School life. If you have any inquiries, please feel free to contact Ms. Chung Yee Lin of the Discipline and Guidance Unit.

School Life Adaptation

https://www.studenthealth.gov.hk/tc_chi/emotional_health_tips/eht_sla/eht_sla.html

Emotional Health Tips

https://www.studenthealth.gov.hk/tc_chi/emotional_health_tips/emotional_health_tips.html

16. Electronic Notices

The school will continue to release the latest news and notices to parents and students through the Notices column on the eClass platform. Parents should log in to their accounts regularly to check and sign the electronic notices. If parents do not sign the notices, students will not be able to participate in the related activities.

17. Privacy Rights

In response to the public's concern about privacy rights, the school has reviewed the school website and found no personal data of students uploaded. The school will regularly upload students' award information, student work, or photos of school activities on the website or in publications. If parents do not wish their child's information, work, or photos to be published online or in publications, please send a letter to the school.

Best regards,

TWGHs Sun Hoi Directors' College

東華三院辛亥年總理中學
各項收費2024-2025

校簿或收費項目	A	E	T	中文作文紙 EC-5	英文作文紙 ET-5	文件夾 File-5	中文原稿簿 H5	視藝科細畫冊	A3膠畫袋	視藝科文件夾	中史科作業	英語網上學習	ERS Report	Social Issues Booklets	Reading & Viewing Journal	Word panda	學生手冊	* 學生證	學生會會費	家教會會費	家校即時通訊平台	cclass學習概覽戶口(新生)	手機短訊	社章	學校團體人身意外保險保費	特別用途收費	堂費	全費	如不購買習作簿，費用如下： (只限中四至中六學生)
價目	\$1.3	\$1.3	\$3.6	\$6	\$5.5	\$1.4	\$1.3	\$10.5	\$7.5	\$13.8	-	-	-	-	-	-	\$16	\$14	\$20	\$50	\$26	-	-	-	\$17	\$180	-	-	-
中一	10	1	1	1	1	14	3	1	1	1	\$14	\$66.1	\$8	\$12	-	\$25	1	\$14	\$20	\$50	\$26	\$60	\$40	\$12	\$17	\$180	-	644.8	-
中二	10	1	1	1	1	14	3	1	-	-	\$16	\$66.1	\$8	\$12	-	-	1	\$14	\$20	\$50	\$26	-	-	-	\$17	\$180	-	488.5	-
中三	10	1	1	1	1	14	3	1	-	-	\$14	\$66.1	\$8	\$12	-	-	1	\$14	\$20	\$50	\$26	-	-	-	\$17	\$180	-	488.5	-
中四	10	1	2	1	1	10	2	-	-	-	--	\$66.1	-	-	\$11	-	1	\$14	\$20	\$50	\$26	-	-	-	\$17	\$180	\$170	619.7	570.1
中五	10	1	2	1	1	10	2	-	-	-	-	\$66.1	-	-	-	-	1	\$14	\$20	\$50	\$26	-	-	-	\$17	\$180	\$170	608.7	559.1
中六	10	-	2	1	1	10	2	-	-	-	-	\$30.2	-	-	-	-	1	\$14	\$20	\$50	\$26	-	-	-	\$17	\$180	\$170	571.5	523.2

* 補領學生證費用為 \$14。

親愛的家長：

您們好！作為家教會成員，我們切實體悟到培育人材的重要。家長教師會的成立，皆因莘莘學子的茁壯成長，需要家校攜手關顧扶持。家教會服務的宗旨如下：

1. 加強家長與學校間之聯繫及合作，使家庭教育與學校教育相得益彰。
2. 探討家校共同關注的學生行為目標，配合本校教學活動施教。
3. 反思及改善學習環境，提高教學質素。

家教會成員由全校每名家長組成，會籍以家庭為單位（如擁有多名在讀子女的家庭以一個會籍計算，以較低年級子女名義登記入會），會費每年 50 元，費用將於九月初與其他雜費一併以自動轉賬形式收取。

過去 26 年，本會一向積極舉辦多項家長教師活動，如迎新日、家校春季晚會、家長也敬師、家長教師座談會、綠色親子之旅、「開心」「果」日校園推廣、國家安全講座及舊課本買賣等。承蒙各位家長的支持，以上活動得以順利開展。

家教會肩負著聯繫學校與家庭的重任，在未來的日子裏，我們的工作更有賴各位家長的鼎力支持，希望日後大家能在百忙中抽空參加各項家教會活動。您的積極參與，不僅表達了您對學校的支持和鼓勵，更表達了您對子女成長的關切。現請家長於 9 月 6 日前，完成本校網上通訊平台 eClass 內設置的「家長教師會意見調查」表格，靜候 鈞座提供寶貴建議。

敬祝
鈞安

東華三院辛亥年總理中學家長教師會

2024 年 9 月 2 日

東華三院辛亥年總理中學 2024 至 2025 年度
攜帶電子器材回校及校內使用規則事宜

敬啟者：現代社會科技發達，手機及智能手錶使用普遍。然而，本校一向不主張學生攜帶手提電話或智能手錶回校，以免影響學生上課情緒或擾亂課堂秩序。本校規定學生不可於校園內攜帶或使用手機及智能手錶。針對學生需要，本校已為每位學生於有蓋操場設置手機櫃，供學生早上回校時存放手機及智能手錶，惟學生須自備合適鎖，以供鎖好手機櫃之用。本校現接受家長申請讓 貴子弟攜帶手機回校。家長及學生必須明白及同意下列各項：

1. 保管手機及智能錶是學生責任；
2. 不宜攜帶名貴電話回校；
3. 在上學日於校門口外關掉手機及智能錶，並將手機及智能錶放於有蓋操場指定手機櫃及鎖上；
4. 如當天未備有鎖，學生須主動聯絡當值的領袖生或訓育及輔導組老師協助；
5. 有關平板電腦，除已參加BYOD自攜裝置計劃獲准帶平板電腦回校的學生外，其他學生一律不可攜帶平板電腦回校。而學生校內使用平板電腦只可作學習之用。在課堂內，如無老師准許，不可使用平板電腦；
6. 如違反上述規則，學生的手機、智能手錶或平板電腦須交予校方保管至監護人親身到學校約見訓輔組老師取回，學生亦須接受紀律處分。敬請家長留意。

* 本校在有蓋操場及校務處均設有固網電話，供同學作聯絡家長之用。

此致
貴家長

東華三院辛亥年總理中學

2024 年 9 月 2 日

東華三院辛亥年總理中學 2024 至 2025 年度
攜帶電子器材回校及校內使用規則事宜
回條（請於 9 月 6 日前回覆）

敬覆者：頃接來函，敬悉有關攜帶電子器材回校及校內使用規則事宜，本人

- 不欲替子女申請攜帶手機回校。
- 欲替子女申請攜帶手機回校。本人承諾督促敝子弟遵守有關守則，並清楚了解違反學校規則將受紀律處分之安排。

東華三院辛亥年總理中學 2024 至 2025 年度
健康校園測檢計劃

敬啟者：

東華三院中學向來重視道德情意教育，關顧學生身心健康。為予配合，本校本年度全校參與校本訓育及輔導之主題為「知己有禮、立德愛群」，以培養學生具備正面價值觀。

自 2016/17 學年開始，東華三院屬下 18 所中學共同參與「健康校園計劃——校園測檢」，以宣揚健康生活訊息，推廣無毒文化，協助學生遠離毒害，健康成長。本校已徵詢家長教師會，同意繼續參加此計劃。除了預防性活動外，計劃更包括學生自願參與驗毒活動。驗毒活動目的在防微杜漸，加強學生抗拒毒品的意識，建構無毒健康的校園，讓學生建立良好生活習慣和正確人生態度。活動將會先徵得家長及學生同意，並在保密原則下進行。

新周期計劃（為期三年）於本年度開展。本學年校方已於迎新日舉辦簡介會，向學生詳細說明計劃內容及具體安排。

為下一代營造健康無毒環境，乃每一位香港市民的社會責任，而「健康校園計劃」能否成功推行，實仰賴全體家長及學生的支持。我們特函呼籲家長與學校攜手合作，協助學生養成健康的生活習慣，遠離毒品；亦期待家長積極回應計劃和提供寶貴意見。倘閣下對上述計劃有任何意見，歡迎致電鍾漪漣老師或馮潔瑜老師查詢。

隨函附上「參與同意書」，請貴家長及子女於 9 月 3 日（星期二）或之前簽名回覆。

此致

貴家長

東華三院辛亥年總理中學

2024 年 9 月 2 日

香港特別行政區政府
衛生署
學生健康服務總部
九龍觀塘啓田道 99 號
藍田分科診所 4 樓
電話：3163 4600



The Government of the Hong Kong
Special Administrative Region
Department of Health
Student Health Service
Head Office
4/F Lam Tin Polyclinic, 99 Kai Tin Road,
Kwun Tong, Kowloon.
Tel. No.: 3163 4600



致：家長／監護人

學生健康服務

衛生署學生健康服務現開始辦理2024 / 2025學年報名手續，本服務的對象為小學及中學日校學生，服務期由**2024年11月至2025年10月**。現誠邀貴子女參加此項服務。

學生健康服務旨在促進及保持學生的身心健康，服務會根據學生在各個成長階段的健康需要，提供促進健康及預防疾病服務，使他們可以充分發揮學習潛能。服務範圍包括健康評估(需要時接受身體檢查、發育 / 青春期評估)、個別健康輔導及健康教育等活動。有關各年級的活動項目，你可透過“學生健康服務”網頁(www.shs.gov.hk/healthprog.pdf) 查閱有關資訊。

已報名參加學生健康服務的學生，會根據就讀學校所在地區，獲安排到指定的學生健康服務中心，接受每年一次的健康檢查。貴子女獲編配的中心是屯門學生健康服務中心，地址為屯門新墟青賢街11號 屯門診療所1樓。中心會在約定檢查日期前約一個月，經學校派發檢查通知書給家長／監護人。我們誠意邀請你陪同子女出席健康檢查。若你未能陪同子女出席，學生健康服務中心會按情況需要，透過所提供的電話號碼聯絡你。在特殊情況下，如未能成功聯絡，學生健康服務或會透過學校聯絡你。

參加學生健康服務將按學生“符合資格人士”及“非符合資格人士”的身份收費。學生如屬“符合資格人士”，可免費使用學生健康服務(詳情請參閱家長／監護人須知)。請儘早填妥參加表格及同意書(若你不同意貴子女參加學生健康服務，請填寫表格的甲及丙部)，交回貴子女就讀的學校。

請瀏覽“學生健康服務”網頁(www.studenthealth.gov.hk)或掃描參加表格上的二維條碼，以查詢有關“學生健康服務”的詳細資訊。如有任何查詢，請在服務時間內致電2441 6322 / 2430 0861與屯門學生健康服務中心的職員聯絡。

衛生署家庭及學生健康處
社會醫學顧問醫生
鍾偉雄醫生



2024年8月12日

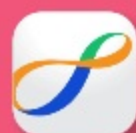
2024/25年度 港鐵學生乘車優惠計劃



電子申請話咁易！
先安裝手機Apps同準備學生證/手冊*



MTR Mobile



八達通App

+



學生證



手冊

*或其他學生證明文件

未持有附相片的個人八達通或個人手機八達通 新申請學生身分



步驟

1

成功批核



步驟

2

- 於MTR Mobile遞交申請並上載學生證/手冊*
- 繳付\$90申請費 (接受多種電子支付)

- 八達通公司郵寄信件及新八達通 (若申請個人手機八達通將收到電郵)
- 於八達通App啟動新卡或加入個人手機八達通

已持有附相片的個人八達通或個人手機八達通 新申請/延續學生身分



步驟

1

成功批核



步驟

2

- 於MTR Mobile遞交申請並上載學生證/手冊*

- 收取確認電郵
- 於八達通App繳付\$20申請費 啟動學生身分

8月

15日

開始接受電子申請啦！

