

Student Discipline and Morality

Academics and morality are the two pillars of school education and complement each other. Our school educates students towards these two goals. To develop good habits, establish a sound personality and achieve balanced physical and mental development amongst children receiving education in the school, it is essential to have a close relationship between parents and the school and satisfactory results can only be achieved through such collaboration. Therefore, it is hoped that all parents can keep in touch with the school regularly and discuss about their children's homework, behaviour or other matters so that timely and appropriate guidance can be provided.

At the beginning of the new school year, parents are requested to work together with the school to pay attention to the followings:

1. In order to facilitate the school to keep in touch with parents, please fill in the student handbook with the information of the residence, office, and other relatives and friends (at least one) who can be contacted in case of any emergency together with their telephone numbers.
2. If your children need to take leave or leave early due to circumstances, please use the student handbook to inform the school of the date and reason for the leave as soon as possible, and ask the children to send the student handbook to the class teacher for review so that the corresponding coordination can be made.
3. Students must wear neat school uniforms (P.1-P.4: Sports Uniforms; P.5&P.6: Formal Attire) back to school for class; if there are physical education classes, specific team training or activities that day, they must wear neat sports uniforms or related team uniforms back to school for class. Students returning to school during non-class hours should also wear school uniforms for identification purposes.

School Uniform style:

Please refer to the Doc 6 “Student Appearance Requirements” for the school uniforms

4. With no special notification, the class time will be started from 8:15 a.m. and the dismissal time will be 3:15 p.m. during the whole-day schooling. (The dismissal time of half-day schooling will be 1:10 p.m.) Please come to school and pick up your child(ren) on time. For the sake of others, parents are requested to wait at the designated place to pick up their children and leave quickly to avoid overcrowding.
5. Our school is a full-time day school, and classes are held five days a week. During the

school period, students should develop the good habit of punctuality and return to school before 8:15 a.m. [but not earlier than 7:30 a.m., so as not to affect students' rest time; prefects who are on duty should make adjustments by themselves]. Parents are requested to send their children to school on time. After entering the school, students should immediately tap the smart card and let the computer record their attendance time so that parents can check the record in "Smart-School" App.

6. In order to make students develop the habit of frugality, students are not allowed to wear valuables (such as gold and silver jewelry) back to school. Female classmates' headwear should also be simple. Mobile phones are becoming more and more common, with more advanced functions and high value. To prevent students from indulging in mobile phone addiction, or causing losses due to theft, the school will **NOT** be responsible for the loss of valuables such as gold and silver jewelry and mobile phones. If not necessary, students should not bring more than HK\$20 pocket money every day in order to develop a good habit of prudent financial management and safekeeping of personal belongings.
7. The traffic in front of the school (Fuk Wing Street and Camp Street) is very busy. Parents are advised to pick up and drop off their children on time. If your children go to school and go home by themselves, please also ask them to pay special attention to the traffic conditions for safety.
8. Parents who pick up and drop off students must use the side entrance to leave school. After picking up their children, please take your safety into consideration, be patient and cooperate with each other, and leave as soon as possible to avoid potential dangers or collisions caused by overcrowding.
9. If parents want to make temporary or formal changes to their children's dismissal arrangements, a written notification must be given to the class teacher in advance so that appropriate arrangements can be made. Otherwise, the original dismissal arrangement will be followed for the sake of safety.
10. In order to enhance the effectiveness of the home-school cooperation, if a student exhibits behaviours such as failing to submit homework, untidy appearance, or even disruptive conduct that disrupts order, parents will be invited to meet with the school to discuss disciplinary methods for the student. However, parents are welcome to contact the school at any time if they notice any abnormal behaviour in their children or encounter difficulties in disciplining them.

[Teacher-in-charge: Mr. CHAN Kin Ip, Mr. KWAN King Fai]