

29 September, 2020

RE: Notre Dame College School Circular No. 4 (2020-2021)

This is to inform all parents about all the school events, holidays and purchase matters taking place in October.

1. **2020 Caritas Charity Raffle Ticket Campaign:** Caritas Hong Kong is an international charity and its motto is 'Love in the service of hope'. During these few decades, Caritas has been striving to provide services for the elderly, the poor, the sick, the needy, the physically handicapped and the homeless. These years Caritas has also helped the unemployed and new immigrants regardless of races, gender and religious backgrounds. To carry out these services, Caritas holds the Caritas Charity Raffle Ticket Campaign every year.

To answer the appeal from the Catholic diocese, we will launch a raffle ticket sale as before. Each student only needs to help selling two to three raffle tickets. Each raffle ticket will be sold at \$20 each. We hope parents can help buying or selling these tickets actively for the needy. The internal ticket sale will run from 15 October to 16 October. Please tell your children to return the donation, the counterfoils of the raffle tickets and the unsold raffle tickets to the class teachers on or before 19 October. We would like to express our gratitude on behalf of Caritas Hong Kong.

2. **National Day:** 1 October (Thursday) is the National Day holiday.
3. **Holiday after the Mid-Autumn Festival:** 2 October (Friday) is the public holiday after the Mid-Autumn Festival.
4. **Sport Days:** Sports Days are supposed to be held on 8-9 October, with 12 October as the school holiday after Sports Day. Due to the corona epidemic, both the events and school holiday are cancelled. Students have to attend lessons according to normal timetable on these three days.
5. **Chung Yeung Festival:** 26 October (Monday) is the Chung Yeung Festival Holiday.
6. **School Activity:** "Secondary School Life - Experience Day" will take place in the morning on Friday, 30th October. Students from Oblate Primary School, St. Eugene de Mazenod Oblate Primary School and Po Yan Oblate Primary School are invited to participate in this activity. Students responsible for activities such as the booths, practices and performances have to stay at school during the time mentioned above. Form 1 to Form 5 students do not have to come to school, but Form 6 students have to attend the make-up lessons of four core subjects at school due to tight teaching schedule. Here are the details:

Form 6 make-up lessons 30 Oct (Fri) morning schedule	
Time	Subject
0815-0830	Morning Assembly
0830-0930	Liberal Studies
0930-1030	Mathematics
1030-1100	Recess
1100-1200	English
1200-1300	Chinese

7. **Senior Secondary "Applied Learning":** Applied Learning (senior secondary) students will have classes outside the school. Please pay attention to the following arrangements:

(1) Venue and Time:

Class	Teacher(s)	Course	Venue	Date and Time
Form 5	Mr Lee S. W. Ms Ho K.Y.	Western cuisine	Hospitality Industry Training and Development Centre, Vocational Training Council (Kowloon campus), 46 Tai Yip Street, Kowloon Bay, Kowloon, Hong Kong	Form 5, Every Tuesday Form 6, Every Thursday ● 2 pm – 6 pm ● (For the dates, please refer to the schedule that will be distributed before the course.)
Form 6	Mr Lee S. W.			

(2) Travel Arrangements:

After lunchtime, students have to gather at school at 1:30pm straight, and go to the venue by shuttle bus arranged by the school. The fee is to be paid by parents (partly sponsored by the school). After the lesson, students have to return home on their own by public transports. We have already entrusted a transportation company to provide the shuttle bus service. There are 8 trips for Form 6 classes (\$70 per student) and 26 trips for Form 5 classes (\$217 per student). The fees will be deducted from student smart accounts. Fees for the absent students will not be returned. Some students have to travel to the venue on their own. Please pay attention to the information distributed by the Centre tutors.

8. **Smart Card Electronic Payment Scheme:** In order to simplify the administrative procedures in collecting payments, we have launched Smart Card Electronic Payment Scheme. Parents can make deposits through bank transfer at any Hang Seng Bank (024-288-384985-003) or pay by cheque (payable to "The IMC of Notre Dame College"), and return the receipt or give the cheque to the class teachers before 9 October. It is reminded that a label with the account number should be attached on the back of the receipt or cheque for further verification. Parents can login the eClass platform to check the balance and payment records of their smart card accounts. The amount to be deposited in the smart card account is as follows.

Form	Form 1 to 3	Form 4 to 6
Amount to be deposited	\$800	\$1200

9. **eClass Parent app:** Parents can obtain information on the students' attendance, assignment records, smart card account balance and school circulars via the mobile phone app eClass Parent. The service charge is \$41 per student this school year. The fees will be deducted from the student smart card accounts. For more details as to the installation of this app, please refer to the school homepage.

10. **Passport Size Photos:** The Student Union will arrange 123 Studio to come to our school to take colour digital photos for all students. The fees will be deducted from the student smart card accounts. Here are the details:

Passport-sized digital colour photos 12 pieces (Free selection)	\$10
Passport-sized digital colour photos 24 pieces (Free selection)	\$15

11. **Hong Kong Schools Speech Festival:** The 72nd Hong Kong Schools Speech Festival is now accepting registration. Students who are interested in joining the competitions, please obtain an application form from the Chinese and English teachers. The fees will be deducted from the student smart card accounts. Here are the details:

Form	Application fee
Form 1 to 5	\$145 per event

12. **Purchase of folders (English):** The English Department will order the following folders and notebooks for all students. Payments will be deducted from the student smart card accounts. Here are the details:

Form	Item	Price
Form 1 to Form 6	(1) GE Folder	\$3.6 each
Form 1 to Form 6	(2) Composition Folder	
Form 1 to Form 3	(3) ERS Folder	
Form 4	(4) SBA Folder	
Form 3	(5) TSA Folder	
Form 6	(6) Past Paper Folder	
Form 1 to Form 6	(7) Green Notebook	\$2.5 each

13. **BEC English e-books subscription plan:** To enhance English reading skills of our students as well as to promote the e-book reading scheme, all Form 1 to Form 5 students must subscribe the online English e-books (Benchmark Universe) for a year. The price is \$58 for each student. The fees will be deducted from the student smart card accounts. Our English teachers will use the books on this platform for teaching purpose, and homework will be assigned on this online reading platform regularly. Each student will receive an account number and a password later. Please encourage your children to make good use of this platform and read more English books after school.

14. **Purchase of calculator:** The Mathematics Department will order calculators for the students. Students are free to purchase the following calculator with respect to their personal needs. The fees will be deducted from the student smart card accounts. Here are the details: :

Calculator Model	Price
CASIO FX-50FH (II)	\$180
CASIO FX-3650P (II)	\$160

15. **Purchase of Visual Arts article:** Form 1 to Form 3 students have to order the following items for Visual Arts lessons. Payments will be deducted from the student smart card accounts. Here are the details:

Class	Item	Price
Form 1	A3-sized plastic zip folder	\$8 each
Form 1 to Form 3	A4-sized Sketchbook	\$2.5 per book

16. **Purchase of stationary and subscription of newspaper:** The Integrated Humanities (junior secondary) and Liberal Studies (senior secondary) students have to order the following stationery and newspaper. Payments will be deducted from the student smart card accounts. Here are the details:

Subject	Class	Item	Price
(Junior secondary) Integrated Humanities	Form 1 / Form 2 / Form 3	A4 three-layered folder (NDC)	\$3.6 each
	Form 3	通通識(epaper)(Ming Pao) (Every Mondays and Thurs- days)	\$68 (65 volumes in total)
(Senior secondary) Liberal Studies	Form 4 / Form 5 / Form 6	A4 three-layered folder (NDC)	\$3.6 each
	Form 4 and Form 5	《通SIX》 Liberal Studies bi- weekly magazine (Hong Kong Economic Times)	\$105 (18 volumes in total)
	Form Six	《通SIX》 Liberal Studies bi- weekly magazine (Hong Kong Economic Times)	\$42 (6 volumes in to- tal)

17. **Purchase of folders and notebooks (Geography):** Form 4 to Form 6 Geography students have to order the following folder(s) to keep their assignments and notes. Payments will be deducted from the student smart card accounts. Here are the details:

Class	Item	Price (per folder)
Form 4	A4 Multi-pocket folder x1	\$3.6
	Two-hole folder x 4	\$23.2
Form 5	A4 Multi-pocket folder x1	\$3.6
	Two-hole folder x 5	\$29
Form 6	A4 Multi-pocket folder x1	\$3.6

18. **Seasonal Influenza Vaccination Scheme:** The Healthy Campus Committee has invited the United Christian Nethersole Community Health Service to come to our school in early December to inject Quadrivalent Seasonal Influenza Vaccine for the students. The price is \$140 and students are free to participate. If your children wish to accept this service, please fill in the reply slip and return it to the class teachers before 7 October. If there are fewer than 25 participants, the vaccination service will be cancelled.

Yours sincerely,

Mr. Ka Ming Tong
Principal

Reply Slip

I am the parent / guardian* of the student _____ (S. ____, Class no: ____). I have read the School Circular No. 4 with regard to

(1) All school events, holidays and special arrangements taking place in October.

(2) “Seasonal Influenza Vaccination Scheme”. Please tick \surd the appropriate box below.

I agree with

my child joining this scheme.

I disagree with

Signature of Parent / Guardian*: _____

Date signed: _____ 2020

**Please delete where inappropriate.*