

21 April 2022

RE: Notre Dame College School Circular No. 8 (2021-2022)

Regarding the guidelines of in-person class resumption after Easter holidays as laid down by the Education Bureau on 11 April, please pay attention to the following arrangements:

- 1) **Form 1 to Form 5 class resumption arrangements:** Online classes will continue to run from 19 April (Tuesday) to 29 April (Friday) due to the HKDSE Core Subject Examination. Some of our teachers will not be able to teach the online classes since they have to be invigilators from 22 April (Friday) to 28 April (Thursday). We will inform the related classes in the Google Classroom later. Please pay attention to the announcements. Starting 3 May (Tuesday), we will resume in-person classes on a half-day basis, and students have to attend school for the lessons. Details are as follows:

Date	Arrangement
19/4/2022 – 29/4/2022	Online Classes (8:25 am – 1:40 pm)
2/5/2022	The day following Labour Day
Starting from 3/5/2022	In-person Classes on Campus (8:10 am – 1:35 pm)

- 2) **Summer school uniform and appearance regulations:** Starting 3 May (Tuesday), students have to wear tidy summer uniforms. Boys are not allowed to perm their hair or wear earrings. The length of their pants has to reach the top of their shoes, and they have to wear black leather belts. The length of the uniform dress has to reach the girls’ knees and girls have to tie up their hair. Students are not allowed to do colouring or use any hair gel. Students must attend school in tidy uniforms and decent hairstyles. Offenders are not permitted to attend school until they act appropriately. As for the detailed guidelines of the school uniforms, please refer to Student Handbook (page 6).

If there is Physical Education lesson on a specific day, to lower the risk of disease transmission during changing of clothes, students should wear neat sport uniforms back to school, i.e. short sleeved school sport tee and pants with its length reaching the top of the shoes, white socks and appropriate sports shoes. The style of the sports shoes should be simple and plain, with the left and right shoes having the identical design and sapphire blue, black, grey or white as the main colour. Please refrain from wearing sports shoes with very bright colours and patterns.

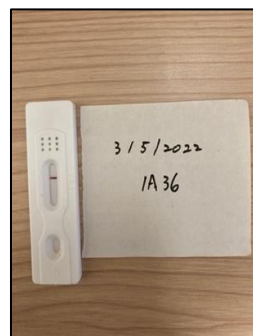
Due to the anti-epidemic measures, students must wear masks when attending school. To match with the simplicity of our school uniform and unsophisticated school atmosphere, the mask should be single-coloured without patterns or cartoon pictures and in soft colour tone.

- 3) **Holidays and change of timetable:** Attached please find the updated school calendar for your information. The holidays and timetable change in May are as follows:
 - 2 May (Monday) is the holiday after Labour Day.
 - 9 May (Monday) is the Buddha’s Birthday.
 - 12 May (Thursday) is the Teachers Development Day. Seminars will be held for the teachers, and there will be no school on that day.
 - 31 May (Tuesday) will change to the Friday timetable. Please pay special attention to the schedule of your child, and remind him/her to bring the appropriate textbooks and items.
- 4) **Form 5 Make-up class arrangement:** To help our students to get well prepared for the public examination, Form 5 students have to stay after school for make-up classes starting 16 May (Monday). However, the mode of class depends on the vaccination rate of the students. If 90% students have already completed two doses of vaccines, make-up classes can be conducted in-person (2:35 pm – 4:05 pm on campus). Otherwise the make-up classes will be conducted in online mode (3:15 pm – 4:45 pm). The arrangement and make-up class timetable will be announced later.

- 5) **Extra-curricular activities:** According to the guidelines of the Education Bureau, if the students have already taken two doses of vaccination for at least 14 calendar days, the school can arrange the students to participate in non-academic extra-curricular activities after school. They are allowed to participate in activities without masks in class or out of the class, e.g. playing musical instruments, sport activities involving physical contact such as soccer, basketball, etc.). We will launch extra-curricular activities starting mid-May. Please pay attention to the special school circular which will be distributed later.
- 6) **Parents' Day:** Teachers of the Discipline and Pastoral-Care Team will meet particular parents in May to know more about the living and study of the students at home and distribute their conduct reports.
- 7) **Report of rapid antigen test:** According to the regulation of the Education Bureau in relation to in-person class resumption, all teaching staff and students must perform a rapid antigen test at home every morning before returning to school. They are only allowed to attend school with negative testing results. The related arrangements are as follows:
- Students must perform a rapid antigen test every day. They must write the date, class, student number on the test kit, or place a memo with the information next to the test kit, and then take a photo with their mobile phones as a record. They should save these photos every day. We may conduct a random inspection. (As for the example of test result photo, please refer to Picture 1 and 2 below.)
 - On the first day of school (May 3), students must take photos of their negative testing result and save it in their mobile phones. The class teachers will check it in the morning assembly.
 - Starting from the second day of school (May 4), the class teachers will check the following records:
 - (1) The “Body Temperature and Testing Record”, which will be distributed on the first day of school, must be stuck onto the Student Diary. Students must record their body temperature and the result of the Rapid Antigen Test, and the record should be signed by their parents as approval.
 - (2) The negative testing result photos taken by the students before attending school.
 - If the students are unable to show their “Body Temperature and Testing Result Record” (with the signature of their parents) or the negative testing result photos, in this way they cannot prove that they have already completed the rapid antigen test before coming to school. For this reason, we will arrange a rapid antigen test for the students inside the school campus (they must pay \$5 for the test kit, and the amount will be deducted from the student smart card accounts). They can only attend the lessons after being tested negative. If they are tested positive, parents should take them home as soon as possible. If parents do not accept such arrangement, please attach a letter together with this reply slip and submit it to the class teachers.
 - If the students have not performed the rapid antigen test before coming to school for three times, we will contact their parents by phone. If there is no improvement, starting from the fourth time, the students must return home to do the rapid antigen test. They can attend school after being tested negative.
 - If the students are tested positive, the parents must phone the school office before 8:10 am. According to the regulations of the Government, confirmed infected persons should stay at home and inform the Department of Health via “Declaration System for individuals tested positive for COVID-19 using Rapid Antigen Test”(https://www.chp.gov.hk/ratp/) within 24 hours. Please apply for sick leave with a written document and attach it with the confirmation sent by the Department of Health later onwards.



Picture 1



Picture 2

- 8) **Arrangements as to confirmed infection or close contact cases of COVID-19:** If a student has been confirmed infection of COVID-19 (including nucleic acid testing or rapid antigen test), or has been classified as “close contact of an infected person” with COVID-19, he/she must follow the regulations of the Centre of Health Protection, get quarantined, isolated and tested. Also, he/she must inform the school by phone. Do not go to school until having fully recovered and fulfilling the requirements of the Centre of Health Protection.

If a student is classified as “persons subject to compulsory testing” , he/she must follow the guidelines and complete the testing within the period as instructed by the Centre of Health Protection. He/she should do rapid antigen test while waiting for the results. If the results are negative, the student can return to school (including the day of testing). According to the guidelines of the Government, the student is required to show the supporting documents (e.g. mobile phone SMS, result report or the photos of rapid antigen test result) to the school.

- 9) **Vaccination Record:** During 19-21 April, we conducted an e-survey as to the vaccination rate of our students. The results will directly affect the arrangement of full day in-person classes. According to the latest guidelines announced by the Education Bureau, the school can only resume full day in-person classes if the number of students having received two doses of COVID-19 vaccine for more than 14 days reaches 90% of the total number of students of the school. If your child has already completed the COVID-19 vaccine and yet to submit the copy of **latest Vaccination Record** to the school, please hand in the document to the class teachers as soon as possible.

- 10) **Distribution of anti-epidemic kits:** The Alumni Association, Notre Dame Parish, Shatin St. Alfred's Church, Hong Kong Subsidized Secondary Schools Council, Hong Kong Association of the Heads of Secondary Schools, Project WeCan of The Wharf (Holdings) Limited, charities and the Education Bureau have donated COVID-19 rapid antigen test kits to our school. Each student will receive 19 free test kits, which should be enough for their uses when attending school in May. If the students have any financial needs (such as students currently receiving the Comprehensive Social Security Assistance (CSSA) or School Textbook Assistance Scheme (Full Grant / Half Grant)) and would like to receive extra test kits, please fill in the reply slip. We will collect the information and submit application to the Education Bureau for extra test kits. Once the application succeeds, we will make further arrangements.

- 11) **“Vaccine Pass” arrangement:** The government has announced the change in vaccination requirements (including the 3rd dose) of the “Vaccine Pass” on 20 March 2022. To fulfil this requirement, apart from exempted persons, all teaching and non-teaching staff, visitors and people who provide service in school must fulfil the COVID-19 vaccination requirement and use the “Leave Home Safe” mobile app before entering the school during the following dates. ***Our students are exempted from these requirements.***

Date/ Persons applicable*	From 20/3/2022 to 29/4/2022	From 30/4/2022 to 30/5/2022	Starting 31/5/2022
Aged 18 or above	1 Dose	2 Doses	- 2 Doses, but less than 6 months - 3 Doses
Aged 12 to 17	1 Dose	- 1 Dose, but less than 6 months - 2 Doses	- 2 Doses, but less than 6 months - 3 Doses

* Remark: This table only includes all teaching and non-teaching staff, visitors, and people who provide service in school. Students of our school are not included.

Parents should remind their child not to stay in crowded places. **If the students have visited countries or districts out of Hong Kong, please report the date and location to the school, and fulfil the quarantine and isolation requirements as instructed by the Department of Health.** We will keep up the good hygiene of the school campus and strictly follow the “Health Protection Measures for Schools” of the Education Bureau and the “Health Advice to Schools for the Prevention of Coronavirus Disease (COVID-19)” of the Centre of Health Protection in executing the anti-epidemic measures.

Yours sincerely,



Mr. Ka Ming Tong
Principal

Notre Dame College									
2021-2022 School Calendar (updated by 3/3/2022)									
Month	Week	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Events
Apr	31						1	2	4/4 Joint School Teachers' Development Day
	32	3	4	5	6	7	8	9	5/4 Ching Ming Festival 15/4 Good Friday
	33	10	11	12	13	14	15	16	16/4 The day following Good Friday 18/4 Easter Monday
	34	17	18	19	20	21	22	23	19/4-29/4 Form 1 to 5 Online Classes 22/4-28/4 HKDSE – Core Subjects
	35	24	25	26	27	28	29	30	
May	36	1	2	3	4	5	6	7	1/5 Labour Day 2/5 The day following Labour Day
	37	8	9	10	11	12	13	14	8/5 Birthday of the Buddha 9/5 The day following the Birthday of the Buddha
	38	15	16	17S	18	19	20	21	12/5 Teachers Development Day 20/5 Missionary Oblates of Mary Immaculate - St. Eugene de Mazenod Mass
	39	22	23	24	25	26	27	28	31/5 Friday Timetable
	40	29	30	31F					
Jun	40				1	2	3	4	3/6 Tuen Ng Festival 13/6-17/6 Cross-Curricular Activity Week
	41	5	6	7	8	9	10	11	
	42	12	13	14	15	16	17	18	
	43	19	20	21	22	23	24	25	
	44	26	27	28S	29	30			
Jul	44						1	2	1/7 Hong Kong SAR Establishment Day 12/7 S6 Bible Service and Graduation Ceremony
	45	3	4	5	6	7	8	9	13/7-27/7 S4-5 Term 2 Exam
	46	10	11	12	13E	14E	15E	16	18/7-27/7 S3 Term 2 Exam 19/7-27/7 S1-2 Term 2 Exam
	47	17	18E	19E	20E	21E	22E	23	18/7 National Security Education Workshop (PM)
	38	24	25E	26E	27E	28	29	30	20/7 Release of HKDSE Results 28/7-29/7S1-5 Discussion of Exam Paper
	49	31							
Aug	49		1	2	3	4	5	6	1/8-11/8 Post-exam activities 1/8-19/8 S4-5 Tutorial Classes
	50	7	8	9	10	11	12	13	12/8 Closing Ceremony, Parents' Day and distribution of report cards
	51	14	15	16	17	18	19	20	15/8-31/8 Summer holidays
	52	21	22	23	24	25	26	27	
		28	29	30	31				

Reply Slip

I am the parent / guardian* of the student _____ (S.____, Class no: ____).
I have read the School Circular No. 8 (total 4 pages including attachment) with regard to all school events, holidays and special arrangements taking place in May.

Concerning the Travel History Record and application for an extra anti-epidemic service bag, my reply is as follows:

1. **Travel History Record**: *(Please tick ✓ at the appropriate box)*

- During March and April,
- my child has not been away from Hong Kong.
 - my child has paid visit outside Hong Kong.
- Destination: _____
- Duration: from ____ (Month) ____ (Day) to ____ (Month) __ (Day)

2. **Application for an extra anti-epidemic service bag**: *(Please tick ✓ at the appropriate box)*

- I am not interested.
- I would like to apply, and I am currently receiving the following:
(supporting documents may be required)
 - Comprehensive Social Security Assistance (CSSA)
 - School Textbook Assistance Scheme - Full Grant
 - School Textbook Assistance Scheme - Half Grant

Signature of Parent / Guardian*: _____

Date signed: _____ 2022

*Please delete where inappropriate.