



## ST. LOUIS SCHOOL

Circular No. 130 (21-22)

16<sup>th</sup> February, 2022

Dear Parents/Guardians, Teachers and Students,

### **Re: Continuation of Suspension of Face-to-Face Classes**

In view of the latest situation with the pandemic, the Education Bureau has announced that schools should not resume face-to-face classes until 6<sup>th</sup> March, 2022. We would like parents/guardians and students to pay close attention to the following points:

1. In order to keep everyone at school safe and healthy, our school will ensure a clean and hygienic environment is maintained at all times on the school premises. Anyone who has a fever, or who has developed any symptoms of a respiratory infection should not enter the school premises.
2. From 21<sup>st</sup> February to 4<sup>th</sup> March, 2022 inclusive, S1 to S6 regular lessons will be conducted via online channels. Students should follow the school calendar and lesson timetable to attend online lessons on time, otherwise your son's non-attendance may be treated as an absence without proper reasons on a school day.
3. Arrangements of the S6 post-Mock Examination affairs (19<sup>th</sup> – 25<sup>th</sup> February, 2022):
  - (a) S6 students should stay at home instead of coming to school to attend online lessons.
  - (b) The tradition of the bible service scheduled for the last two lessons on the last S6 school day will be postponed until further notice. Hence, S6 students should attend all online lessons as usual on 25<sup>th</sup> February, 2022.
  - (c) Teachers will evaluate the Mock Examination performances of our S6 students during online lessons. S6 students should have the hard copies of their own exam materials on hand during online lessons.
  - (d) S6 students should return to school to collect the hard copies of their exam materials and tackle school affairs. Detailed arrangements are shown below:
    - (i) Date: 19<sup>th</sup> February, 2022 (**Saturday**)
    - (ii) Time: Any time between 9:15 am and 12:15 pm inclusive
    - (iii) Venue: B104 for S6A students;  
B103 for S6B students;  
B102 for S6C students and  
B101 for S6D students
    - (iv) Dress code: Casual wear. Students should dress decently.
    - (v) Things to bring: Large empty bag(s), folder(s) and stationery
    - (vi) Each S6 student should
      - (1) return to school in person. Students are not allowed to help other classmates collect the materials;
      - (2) register by checking his student card against the card reader at the entrance both when he enters and leaves the school;
      - (3) follow the instructions given by teachers and staff at school;
      - (4) check whether the names appearing on all question papers, answer scripts, daily exercises and documents, if any, are correct at the designated room. Also, each S6 student should ensure he takes all the correct exam materials of the subjects that he has been studying;
      - (5) sign a form arranged by the school at the designated room to confirm that the student has taken all exam materials correctly and has no objections to the materials he has collected;
      - (6) complete the SBA affairs with his Chinese Language teacher at the designated

- room;
- (7) take away all personal belongings from his drawer at his home room and locker, if any;
- (8) contact the General School Office on 2546 0117 to arrange another time slot to pick up the materials in case of being unable to return to school at the designated period.
- (vii) In case of wanting to appeal the marked exam scripts, S6 students should contact their subject teachers via online channel(s) on or before 25<sup>th</sup> February, 2022. Late applications may not be entertained.
4. All subject affairs will be announced on the Google Classrooms. Students should ensure that they have joined **ALL** the Google Classrooms of the subjects that they are studying.
  5. Schooling arrangements on or after 7<sup>th</sup> March, 2022 will be announced in due course.
  6. In case it is strictly necessary for students to study at school during the opening hours, the following points should be observed:
    - (a) Parents/Guardians should call the General School Office at least 1 working day in advance for registration so that arrangements could be made. If the student is then absent, the school will inform the parent/guardian.
    - (b) Every student should register by checking his student card against the card reader at the entrance both when he enters and leaves the school.
    - (c) The student concerned should study at the designated place when he is at school.
  7. All face-to-face student activities, including inter-school competitions scheduled up to the resumption of face-to-face classes are cancelled.
  8. Please read Circular No. 002 (i.e. Rules of online classes) that the school distributed to all parents/guardians and students in early September 2021. You may also study the pdf file of the circular sent through the eClass email system that you received on the night of 9<sup>th</sup> January, 2022.
  9. Students should prior consult their subject teachers for the proper ways to submit assignments via online channels.
  10. In case of the cancellation or change of the arrangements of the Term Test or Final Examination due to the pandemic, the HW mark in Semester 2 will solely be expanded or used as the formation of the total scores of the 2<sup>nd</sup> Semester. Students should submit all online work and hard copies of their assignments to teachers on time. If assignments are submitted late, students will face the risk of a mark penalty or penalties.
  11. We ask that everyone pays close attention to their personal hygiene. Hands should be washed frequently and masks worn properly.
  12. You are kindly requested to check the eClass email, school web page, school Facebook page, eClass App and Google Classrooms for ad hoc announcements made by the school or teachers on a daily basis.
  13. Should there be enquiries, please contact the General School Office on 2546 0117.

Thank you for your attention.

Yick Ho Kuen  
Principal