



ST. LOUIS SCHOOL

Circular No. 143 (21-22)

21st April, 2022

Dear Parents/Guardians, Teachers, Staff and Students,

Re: Arrangements of Resumption of Classes after Easter Holidays

In view of the latest pandemic situation, the Chief Executive has announced the arrangements of class resumption after the Easter Holidays. Details of the arrangements are as follows:

1. From 25th to 29th April, 2022 inclusive,
 - (a) students should attend online lessons at home;
 - (b) our school shall adopt the normal half-day timetable for lessons;
 - (c) all face-to-face school activities should be suspended;
 - (d) no substitute teachers will be arranged for lessons. Students concerned will be notified by teachers who cannot conduct lessons in advance. Students concerned will not need to attend the lessons being affected.
2. For school days on or after 3rd May, 2022,
 - (a) face-to-face lessons will be held;
 - (b) the half-day normal timetable will be adopted for S1 to S5 students until further notice;
 - (c) teachers may arrange make-up face-to-face or online lessons for S6 students;
 - (d) teachers, staff and students should be punctual at school as per the usual requirement;
 - (e) teachers, staff and students have to take RATs and test negative before coming to school on school days until further notice. They should take photos of their RAT results as records. If the test is positive, they should stay at home, call the General School Office, and report the result to the Centre for Health Protection (CHP) within 24 hours. Those who have recovered from COVID-19 are not required to conduct the daily RAT tests within 3 months from the date of the recovery (except for those with symptoms);
 - (f) when arriving at school entrances, teachers, staff and students should
 - (i) complete the temperature checking procedure;
 - (ii) tap their cards. Card holders should understand tapping their cards indicates that they declare that they are healthy and should have taken RATs and have tested negative before coming to school every day;
 - (g) teachers, staff and students should tap their cards when leaving school;
 - (h) class teachers will conduct random checks and ask their students to present the most up-to-date RAT results [e.g. photo(s) prepared by students/parents/guardians]. Class teachers will send students who fail to show their RAT results to the General School Office. The General School Office will inform their parents/guardians about the situation and confirm the RAT results of their sons/charges with the parents/guardians. With the parents'/guardians' consent, the students should either take the RATs at school or be asked to return home;
 - (i) **students should wear their full summer school uniform.** Full summer school uniform consists of a pair of light grey trousers (traditional style and length) and a white short-sleeved shirt. The school badge, which is part of the uniform, should be sewn on the pocket on the left hand side of the shirt. A school tie should be worn for S5 students;
 - (j) teachers may hold online make-up lessons after 2:00 pm, but students having ECA activities will have top priority;
 - (k) only students who have received the second dose of vaccination for more than 14 days will be allowed to stay at school after 2:00 pm for activities;
 - (l) the tuck shop, library and self-study room will open as usual.

3. From 3rd to 10th May, 2022 inclusive,
 - (a) B301 – B305 will be reserved for public exams. The classrooms of S3A, S3B, S3C and S3D will be changed to C401, C402, B307 and B308 respectively;
 - (b) lessons held at B305 will be changed to either B309 or C403. Arrangements on the exact changes will be announced by subject teachers in due course.
4. As of 24th February, 2022, all teachers, staff, persons providing on-campus services and other visitors to our school (except for personnel exempted) have been required to sign in and display “LeaveHomeSafe” each time they enter the school premises. Students entering school premises are exempted.
5. The cycle-day arrangements on or before 5th June, 2022 remain unchanged. For the cycle-day arrangements on or after 6th June, 2022, read the appendix for details.
6. For days that our school is having public exam and face-to-face lessons simultaneously (i.e. 3rd, 5th, 6th, 8th and 10th May, 2022), a quiet environment is needed for all candidates,
 - (a) school bells will not operate from 8:30 am to 1:30 pm;
 - (b) S1 to S5 students should not walk past the corridors outside S3 classrooms and B305 when attending lessons at school.
7. The male toilet on the 3rd floor of Block B will be switched to a female toilet on 2nd, 3rd, 5th, 8th and 10th May, 2022 to accommodate the needs of female candidates.
8. The PET exams for S1 students will be held on 14th May, 2022.
9. There should be a bible service for S6 students after their public exams. Exact details will be announced in due course.
10. S5 students are allowed to submit a signed parent letter in pdf through email to Mr So Ho Yin Steven, the Vice-Principal at steven_shy@stlouis.edu.hk if they intend to withdraw elective subjects, Maths Module 1 and Maths Module 2 between 25th April and 5th May, 2022 inclusive. The reasons should be stated clearly in the letter. In any event, each S5 student should take at least 2 elective subjects apart from the 4 core subjects. An Applied Learning course is regarded as an elective subject. Until an application has been approved by the principal, the applicant should still attend lessons of the subject(s) affected on time.
11. S4 (2022 – 2023) Elective Selection:
 - (a) The deadline of the submission of form through S3 class teachers to the school will remain unchanged, i.e. 30th May, 2022. Students should submit the hard copies of the forms to class teachers.
 - (b) The results will be announced on our school web page on or before 16th August, 2022.
12. For a student who needs financial assistance (i.e. Comprehensive Social Security Assistance or Full Grant / Half Grant under the School Textbook Assistance), the EDB will provide 20 RAT test kits. The General School Office will contact the students concerned individually.
13. The school may assist students in conducting the RATs at school (e.g. by giving a student a RAT test kit and asking him to conduct the test himself, or inviting a school staff member to assist the student to do the test), if necessary.
14. A questionnaire has been attached. Each parent/guardian should complete the questionnaire to provide the following information about his/her son/charge:
 - (a) Parent’s/Guardian’s consent on his/her son/charge to take the RAT(s) at school, if necessary.
 - (b) Details of whether his/her son/charge has suffered from COVID-19. Parent/Guardian should submit relevant proof such as the quarantine order as an official record.
 - (c) Updated vaccination record of his/her son/charge.Parents/Guardians should follow the instructions and return the completed questionnaire to the school via the eClass App.
15. 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.
16. Students should prior consult their subject teachers for the proper ways to submit assignments through online channels.
17. 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.
18. In case of the cancellation or change of the arrangements of the Final Examination, the HW mark in Semester 2 will solely be expanded or used to calculate the total scores of the 2nd Semester.

19. Students with unsatisfactory annual academic results will be asked to repeat at the same level in the next school year subject to the number of places available at a particular level.
20. In case of students' absence on an activity day or online lesson(s) on a school day, all applications should be sent to leave@stlouis.edu.hk.
21. The school arrangements may need to be fine-tuned suddenly subject to the latest announcements from the government or Education Bureau. 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.
22. Should there be enquiries, please contact the General School Office on 2546 0117.

Thank you for your attention.

Dr Yick Ho Kuen
The Principal

Appendix:

REVISED CALENDAR FOR THE SCHOLASTIC YEAR 2021-2022

Year Month	Cycle	DAY							Remarks	
		Sun	Mon	Tue	Wed	Thu	Fri	Sat		
Mar 2022	13			①	②	③	④			4 th Thanksgiving Nite 11 th /Mar - 13 th /Apr Special Vacation
			⑤	⑥	⑦	⑧				
	6	7	8	9	10	11	12			
	13	14	15	16	17	18	19			
	20	21	22	23	24	25	26			
	27	28	29	30	31					
Apr 2022						1	2			11 th /Mar - 13 th /Apr Special Vacation
	3	4	5							4 th -13 th Term Test (normal lessons suspended) 5 th Ching Ming Holiday
	10	11	12	13	14	15	16			6 th -7 th TSA Speaking Assessment (S3) 8 th TSA Speaking Assessment (S3) fallback 9 th Preliminary English Test (PET) for Schools
	17	18	19	20	21	22	23			
	14	24	①	②	③	④	⑤			14 th - 23 rd Easter Holidays
May 2022	15	1	2	③	④	⑤	⑥	⑦	⑧	2 nd The day following Labour Day 3 rd Summer Time Table comes into effect
	8	9	10	11	12	13	14			7 th Salesian Vocation Day 9 th The day following the Birthday of the Buddha
	16	15	16	17	18	19	20	21		12 th Staff Development Day 3 14 th S5 International English Language Testing System (IELTS)
	22	23	24	25	26	27	28			14 th Preliminary English Test (PET) for Schools 16 th -19 th Inter-class English Drama Competition
	29	30	31							24 th Feast of Mary, Help of Christians
Jun 2022	17				⑧	①				3 rd Tuen Ng Festival
	5	6	7	8	9	10	11			
	18	12	13	14	15	16	17	18		15 th -16 th TSA Written Assessment (S3)
	19	20	21	22	23	24	25			20 th TSA Written Assessment (S3) fallback 21 st Feast of St. Aloysius Gonzaga
	19	26	27	28	29	30				
Jul 2022						1	2			1 st HKSAR Establishment Day
	3	4	5	6	7	8	9			
	20	10	11	12	13	14	15	16		14 th - 28 th Final Examination (S1-S3) 14 th - 29 th Final Examination (S4-S5)
	17	18	19	20	21	22	23			18 th S6 Information Day 20 th HKDSE results release
	24/31	25	26	27	28	29	30			23 rd & 30 th Final Examination fallback
Aug 2022			④	⑤	⑥	⑦	⑧			2 nd HK Attainment Test (Pre-Secondary One) 8 th - 9 th Activity Days
	7	8	9	10	11	12	13			10 th - 11 th S4 & S5 Supplementary Lessons 12 th School Year Closing Ceremony (Distribution of Reports)
	14	15	16	17	18	19	20			13 th - 31 st Summer Holidays
	21	22	23	24	25	26	27			
	28	29	30	31						

 School Holiday

+ School Activity

* Test/Exam