



ST. LOUIS SCHOOL

Circular No.135 (25-26)

17th November, 2025

Dear S1 to S5 Parents/Guardians and Students,

RE: Disciplinary Matters Regarding Demerit and Demerit Voidance

1. The academic reports (term 1 and annual) will show the **TOTAL** number of merits and demerits given throughout the first term and the scholastic year 2025-2026 respectively. Voided demerits will **NOT** be shown.
2. **The deadline for demerit voidance is 5th December, 2025 (Day 3). The number of demerits that are not voided on or before the above date will be shown on the term 1 academic report.**

3. Requirements of voidance

	Requirements of voidance	Minimum detention periods to be attended if mixed voidance method adopted*	Article reflections to be done in detention classes	Deadline for submission (within the specified periods below [school days])
Major demerit	12 detention periods + 1000 - word reflection	6	6	12 weeks
Minor demerit	6 detention periods + 500 - word reflection	3	3	6 weeks
Light demerit	3 detention periods	1	1	3 weeks

4. There are detention periods on Day 1 and 3 (4:00 to 5:00 p.m.; 3:00 to 4:00 as summer timetable comes into effect). With a view to facilitating demerit voidance before the term ends, there will be extra detention periods on 1st, 2nd and 4th December, 2025.
5. Please be reminded that there is a co-relation between the conduct and the demerit(s) a student has got. Students can strive for a better conduct through the Demerit Voidance Scheme. The Conduct Grading System is as follows:

Highest Grade that could be attained	Conditions*
Excellent (A)^	No record of demerits
Good (B)	Not more than 2 light demerit (s)
Satisfactory (C)	Not more than 4 light demerit (s)
Unsatisfactory (D)	No specific conditions

Number of demerits **after deductions (in the Voidance System). As concluded at the end of each term. Merits and demerits will not cancel out each other.*

^No record in the Demerit System ever.

6. All light demerits and minor demerits given after 17th November, 2025 and all major demerits given in the first term will be carried forward to the second term (i.e. those records will only be shown on the annual academic reports, **NOT** on the term 1 academic report).
7. Students who have been given demerits and the demerit(s) remain outstanding at the end of the scholastic year, especially those cases that involve serious misbehavior may have to repeat in the coming scholastic year (please refer to *Student Handbook*, page 25 for details).
8. Should there be any enquiry, please contact Mr. LUI Yiu Sun, the Discipline Master, on 2546 0117.

(Discipline Team)
for Principal