



ELCHK Lutheran Secondary School

Parent's Notice 26003 'School Opening Affairs'

1/9/2026

ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School

Dear Parents/Guardians,

With the grace of God, we cordially invite you and all members of LSS to be 'Seeking Footprints, Walking Together'. The theme for this academic year is 'Be Good Soldiers of Christ'. To understand how the school helps our students learn, grow, and make progress, parents are advised to study this circular thoroughly.

1. Results in the Hong Kong Diploma of Secondary Education (HKDSE) Examination

Thanks to the support of parents as well as the dedication of our teachers and students, our school achieved outstanding results in multiple subjects in the 2026 Hong Kong Diploma of Secondary Education (HKDSE) Examination.

Summary of HKDSE Results:

- A total of 12 subjects achieved a 100% passing rate (Level 2 or above).
- A total of 18 subjects recorded over 90% of students achieving Level 2 or above.
- A total of 11 subjects performed above the Hong Kong average, namely Chinese Language, Business, Accounting and Financial Studies (BAFS), Economics, Physics, Information and Communication Technology (ICT), Ethics and Religious Studies, Biology, Visual Arts, Health Management and Social Care (HMSC), Tourism and Hospitality Studies (THS), and Physical Education (PE).
- A total of 6 subjects performed above the Hong Kong average, namely BAFS, Ethics and Religious Studies, Biology, HMSC, THS, and PE.

We would like to express our sincere gratitude to parents and teachers for their tireless guidance, care, and dedication to our students. Through continued home-school cooperation, we look forward to reaching even greater heights in the HKDSE in the coming year.

Should you have any enquiries, please contact Ms. Chan, the Vice Principal, at 27802291.

2. School Calendar, timetable, adaptation week, school time and extended learning classes (whole year)

- 2.1 The calendar and timetable of this school year will be distributed during the class teacher period on 1st September (Tue).
- 2.2 A1-A4, B1-B4 timetable (Except Adaptation Week):
Lessons begin: 8:00 a.m.
Lunchtime: 12:25 p.m. – 1:40 p.m.
Lessons end: 3:45 p.m.
Note: If you have consolidated learning sessions, lessons end at 4:00 p.m.
- 2.3 Adaptation Week 2nd September (A3) to 4th September (A5)
2.3.1 School time on 2nd September (A3): 8:00 a.m. - 12:25 p.m.;
2.3.2 School time on 3rd September (A4) to 4th September (A5): 8:00 a.m. - 3:45 p.m.
Please see Attachment 1a for the arrangement of lessons and activities during adaptation week.
- 2.4 Overview of the Extended Learning Classes (see details in Attachment 1b).
- 2.5 A5 and B5 timetable (Except Adaptation Week):

A1-A4, B1-B4, A5/B5 (Except Friday and special days)		Every Friday and special days	
Morning Assembly	8:00 a.m. - 8:30 a.m.	Morning Assembly	8:00 a.m. - 8:25 a.m.
1 st period	8:30 a.m. - 9:25 a.m.	1 st period	8:25 a.m. - 9:00 a.m.
2 nd period	9:25 a.m. - 10:20 a.m.	2 nd period	9:00 a.m. - 9:35 a.m.
Recess	10:20 a.m. - 10:35 a.m.	Recess	9:35 a.m. - 9:50 a.m.
3 rd period	10:35 a.m. - 11:30 a.m.	3 rd period	9:50 a.m. - 10:25 a.m.
4 th period	11:30 a.m. - 12:25 p.m.	4 th period	10:25 a.m. - 11:00 a.m.
Lunchtime	12:25 p.m. - 1:35 p.m.	Recess	11:00 a.m. - 11:15 a.m.
Rollcall	1:35 p.m. - 1:40 p.m.	5 th period	11:15 a.m. - 11:50 a.m.
5 th period	1:40 p.m. - 2:35 p.m.	6 th period	11:50 a.m. - 12:25 p.m.
6 th period	2:35 p.m. - 3:30 p.m.	Lunchtime	12:25 p.m. - 1:35 p.m.
Learning Consolidation (S.1 – S.3)	3:30 p.m. - 4:00 p.m.	Rollcall	1:35 p.m. - 1:40 p.m.
Learning Consolidation (S.4 – S.6)	3:30 p.m. - 3:45 p.m.	Life Education	1:40 p.m. - 3:45 p.m.
Class dismissal / Extended learning classes / Extra-curricular activities		Class dismissal	

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

3. **Academic Requirements**

To enhance learning efficiency and performance, students are required to fulfil specific academic requirements. For details, please see Attachment 2a. With the collective effort of parents and the school, it is hoped that students can develop an earnest attitude towards learning and the achievement of academic goals.

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

4. **Summary of School Rules**

To ensure that students adhere to discipline and cultivate good character, our school has strict requirements detailed in the handbook. For details, please see Attachment 2b.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee.

5. **Borrowing Rules of Library**

Please see Attachment 2c for the borrowing rules of the library.

Should you have any enquiries, please contact Ms. Au Yeung, the Teacher-librarian.

6. **Application for Bringing Mobile Phone and Wearing Accessories**

Students who wish to bring their mobile phone to school are required to submit an application beforehand and follow school regulations. For details, please see Attachment 2d.

Students are required to dress properly and neatly at school. Accessories are not allowed. Parents who require their child to wear accessories at school should provide relevant reasons and seek the school's approval beforehand. Without the school's permission, the wearing of accessories will be considered a violation of the school rules. For details, please see Attachment 2e.

Students who wish to bring their mobile phone to school or wear accessories should have their parents sign in the reply slip for application. School will review the request and meet with the student should the need arise. Students are allowed to wear their accessories only when the school has approved the request.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee.

7. **Application for Self-Renewal Scheme**

Our school is conducted according to the Christian spirit and attaches great importance to the moral cultivation of students. If students have been disciplined owing to violating the school regulations, they are encouraged to reflect on and positively face their mistakes. They should set goals and make positive changes. If students have any disciplinary records after the application deadline for the Self-Renewal Scheme on 20th April, the 2025-26 school year, they can apply to participate in the Self-Renewal Scheme and set goals for improvement before 11th September (Fri). The application form of the Self-Renewal Scheme is available in the school office and the Discipline Committee.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee.

8. **Detention Class Arrangements**

"Rectify Mind, Cultivate Person" is our school motto. We always stress the importance of students' discipline. We hope to work with parents together in establishing positive school ethos that is appreciated by the society. To further enhance students' self-reflection and self-discipline, the school has 'Self-reflection lesson' from 3rd September (Thur) onwards. The venue is Geography Room. For details, please see Attachment 2f.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee or Ms. Chu, the Deputy Head of the Academic Affairs Committee.

9. **School Lift Regulations**

The school lift is reserved for individuals with special medical needs and for official school operations. Under normal circumstances, students are not permitted to enter the lift lobby. If a student requires the use of the lift due to a medical condition, a parental letter stating the reason for application and the intended period of use must be submitted by the parent or guardian. Lift usage is permitted only after official approval has been granted. Approved students must carry their "Temporary Lift Pass" at all times. If necessary, they may be accompanied by a staff member or a peer designated by a teacher. For safety reasons, a closed-circuit television (CCTV) system has been installed inside the lift.

Should you have any enquiries, please contact Ms. Ho, the Head of the Discipline Committee.

10. **Lunchtime Arrangements (Applicable to S.1 to S.3)**

To ensure the health of our students, food hygiene and campus security, starting from 3rd September (Thur), all Form 1 to Form 3 students must stay at school for lunch. With a view to protecting the health of our students, food hygiene and campus security, our school lunch arrangements are divided into three different methods. For the arrangements, please see Attachment 2g and Attachment 2g-1.

For choosing option 1 (Catering service), students need to complete the lunch box order process through the DCK CATERING BY HKT Mobile App from 00:00 on the 11th to 23:59 on the 20th of each month.

For choosing option 2 (Bring their own lunchboxes) or option 3 (Parents' delivery), please also provide the contact telephone number. Our school will make sure all students have lunch properly and behave themselves during lunchtime.

Should you have any enquiries, please contact the teacher-in-charge, Ms. Cheng.

11. Support for Non-Chinese Speaking (NCS) students

The 2014 Policy Address has enforced the enhancement of effective support for Non-Chinese Speaking students (NCS) since the 2014/15 academic year. The Education Bureau (EDB) provides the Chinese Language Curriculum Second Language Learning Framework (LEARNING ARCHITECTURE) for Second Language Learning in secondary schools. This is to further take into account the needs of NCS students to learn Chinese as a second language, which helps facilitate their integration into the mainstream Chinese classroom. In accordance with the relevant guidelines, the school will provide support to NCS students and local peers in learning Chinese as well as building an inclusive school community. For details, please see Attachment 2h.

The aforementioned arrangements aim to help NCS students learn Chinese and integrate into the community. Please remind your children to attend the classes on time.

Should you have any enquiries, please contact Ms. Au Yeung, the Deputy Head of the Student Support Committee or Mr. Tang.

12. Notes to School Personal Data (Privacy) Policy and Collection of Personal Information of Students, Parents and Guardians and Collection of Medical Records of Students

In compliance with the requirements of the Personal Data (Privacy) Ordinance, the school is committed to protecting the personal data privacy of students. Please see Attachment 3 for 'School Personal Data (Privacy) Policy. For the sake of your child's health and safety, the school will collect the personal information and medical history of all students. Personal information collected from your child is only used in matters pertaining to his/her health and safety and handled according to the requirement of EDB. Despite the voluntary basis of the provision of such data, insufficient information may make it less possible for the school to have a comprehensive understanding of your child's medical history. We may therefore not be able to provide proper assistance to him/her in case of an accident.

Please fill in and sign the Student Health Declaration Form (Attachment 4) and the reply slip attached.

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

13. Students' Personal Accident Insurance

The Education Bureau provides the Block Insurance Policy (BIP) for all aided schools (including ours), which covers public liability, employees' compensation, and group personal accidents. As this policy excludes medical expenses for student accidental injuries, the school has purchased "Students' Personal Accident Insurance" for all students so as to extend the coverage to accidental injuries to ensure better protection. After the process of quotation and evaluation, Assicurazioni Generali S.p.A. has been selected as the insurer. Please see Attachment 5 for details. Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

14. Student Health Service Provided by Department of Health

The Student Health Service of the Department of Health aims to promote and maintain the physical and mental health of students, providing health promotion and disease prevention information tailored to their health needs at various developmental stages. Its scope of services includes health assessments (including physical examinations and growth/puberty evaluations when necessary), individual health counseling, and health education activities. These services are provided free of charge to eligible persons. Parents are advised to read Attachment 6a first.

Enrollment for the 2026/2027 school year is now open, covering the service period from November 2026 to October 2027. We cordially invite your child to participate. Please see Attachment 6b for details of the registration methods.

Should you have any enquiries, please contact Ms. Chak, the Head of the Healthy School Committee.

15. Seasonal Influenza Vaccination School Outreach (Free) Programme

Scientific evidence shows that vaccination is one of the most effective ways to prevent severe seasonal influenza and its complications. It also significantly reduces the risk of hospitalization and death. Our school encourages parents to allow their children to participate in the "2026/27 Seasonal Influenza Vaccination School Outreach (Free) Programme." For details, please see Attachment 7.

Should you have any enquiries, please contact Ms. Chak, the Head of the Healthy School Committee.

16. Special Arrangements for Application for Changing Language Version and Elective Subject (Applicable to S.4 to S.6)

16.1 Application for Changing Language Version

To better cater to the needs of students, the school will allow S4, S5 and S6 students to apply to change the language version of their elective subjects. Please see Attachment 8a for details of application.

16.2 Application for Changing Elective Subject (Applicable to S.5 and S.6)

In order to help students in Form 4 fully understand the learning situation and study to the best of their ability, there will be no applications for dropping elective subjects for S.4 students. For S.5 and S.6 students, each student is only allowed to drop one elective subject and attend the designated curriculum either in S.5 or in S.6 due to individual reasons, such that they can meet the university admission requirements. Please see Attachment 8b for details of application.

Should you have any enquiries, please contact Mr. Ko, the Deputy Head of the Academic Affairs Committee.

17. S.4 Adding and Dropping Elective Subjects

The school will distribute the Adding/Dropping Elective Subjects Form to S.4 students on 7th September (Mon). Options on the form include elective subjects offered by the school, and DSE Physical Education. The result will be released between the end of September and early October. Please see Attachment 8c for details of application. Should you have any enquiries, please contact Ms. Fuk, the teacher-in-charge.

18. Order of Learning Materials and Newspaper Subscription

To enhance the learning efficiency of students and develop the habit of reading newspaper, broaden their horizons and improve their language proficiency, students are highly recommended to subscribe to newspapers. For details, please see Attachment 9.

Should you have any enquiries, please contact Ms. Au Yeung, the Teacher-librarian.

19. Application for the Student Financial Assistance

For the details of various financial assistance and subsidies, please refer to the following attachments:

19.1 ‘Application for Student Financial Assistance’ and ‘Notification of Result’: Student Travel Subsidy Scheme / School Textbook Assistance Scheme / Subsidy Scheme for Internet Access Charges, please see Attachment 10a;

19.2 ‘LSS Subsidy Table 2026-27’, please see Attachment 10b.

Students are reminded to submit the following documents on time to avoid delay in processing the application:

4/9 (Fri)	Class teachers collect the “ <u>Eligibility Certificate</u> ” of Student Travel Subsidy / School Textbook Assistance (applicable to eligible applicants), photocopy of the “Notification of Result” of Student Travel Subsidy / School Textbook Assistance (eligible S.1 and S.6 students).
By 11/9 (Fri)	Those who wish to apply for the Grantham Maintenance Grants should submit the documents to the General Office. (It takes time for the school to process the application. Please submit the documents on time.)
On or Before 30/9 (Wed)	“MTR Student Travel Application Form” S.1 to S.6 students may apply for or renew their MTR Student Travel Scheme online or via the MTR Mobile App. Students who apply for the scheme may scan the following QR code:  Instructional Video for MTR Student Travel Scheme Application

Students will be informed of other assistance applications via either school notices or the school intranet in due course.

Should you have any enquiries, please contact Ms. Liu, the Deputy Head of the School Development Committee.

20. IT Assistant (ITA) Training (Applicable to S.1 to S.5)

An IT training workshop will be organized from 4:00 p.m. – 4:50 p.m. on 11th September (Fri) to equip students with technology skills and enhance classroom learning through information and technology. For details, please see Attachment 11a.

Should you have any enquiries, please contact Mr. Cheng, the Head of the Information Technology in Education Committee or Ms. Lam, the teacher-in-charge.

21. Saturday Growth Activity Day (Applicable to S.2 to S.4)

Saturday Growth Activity Day will be held by the Counseling Group in October for Form 2 to Form 4 students. For details, please see Attachment 11b.

Should you have any enquiries, please contact Mr. Loi, the Head of the Counselling Committee.

22. Form 4 Special Event – Mind Weighing Machine

Our school is participating in the "Jockey Club Level Mind Project" implemented by the Jockey Club Charities Trust, which aims to improve students' mental health. We cordially invite all Form 4 students to participate in the questionnaire survey. We hope your child will actively participate in this survey. If you or your child do not agree to participate in this survey, please contact Mr. Loi, the Head of the Counselling Committee, in writing. For details, please see Attachment 11c.

Should you have any enquiries, please contact Mr. Loi, the Head of the Counselling Committee.

23. Arrangements for Parents' Notice

Based on environmental principles, our school mainly use eClass Parent App as the electronic platform for distributing parents' notices. Parents can required to sign via eClass Parent App as acknowledgement. For details and eClass Parent App account, please see Attachment 11d.

Should you have any enquiries, please contact Ms. Ng, the Vice Principal, or Mr. Cheng, the Head of the Information Technology in Education Committee.

24. Arrangements of After-school Extended Learning Classes

To facilitate learning, Extended Learning Courses will be provided to students during the after-school period. Please refer to the Overview of the Extended Learning Classes (please see Attachment 1b for details).

Should you have any enquiries, please contact Ms. Chan, the Vice Principal.

25. LSS Life Education Classes (September)

To cater for students' needs in learning and growth, the school will provide different learning opportunities through various programmes and activities. For details, please see Attachment 12.

Should you have any enquiries, please contact Mr. Ng, the Vice Principal, or Ms. Chak, the Head of the Healthy School Committee.

26. September Special School Day

26.1 Opening Ceremony will be held on 1st September (Tue). Students are required to come to school at 8:30 a.m. and class dismissal is at 12:00 n.n. If the Education Bureau announces class suspension under inclement weather conditions, the ceremony will be rescheduled to the morning of 2nd September (Wed). The school time remains unchanged.

26.2 Adaptation Week will be held from 2nd September (A3) to 4th September (A5). The school time is as follows:

Date	School time
2/9 (A3)	8:00 a.m. to 12:25 p.m.
3/9 (A4) -4/9 (A5)	8:00 a.m. to 3:45 p.m.

26.3 26th September (Sat), the day following the Mid-Autumn Festival, is a school holiday.

26.4 ELCHK Teachers' Development Day will be held on 30th September (Wed) which is a school holiday.

26.5 In the afternoon of 4th (A5), 11th (B5), 18th (A5) and 25th (B5) September, Life Education will be held. On these days, each period will be shortened to 35 minutes. The school time is from 8:00 a.m. to 3:45 p.m.

Should you have any enquiries, please contact Ms. Ng, the Vice Principal.

Please submit the reply slip to the class teacher by 3/9 (Thur).

Yours faithfully,



梁冠芬

Mr. Liang Kwun Fan
Principal

ELCHK Lutheran Secondary School
(Reply Slip) Parent's Notice 26003 'School Opening Affairs'
[Submit the Reply Slip to class teacher by 3/9]

Dear Principal,

I understand the information detailed in this notice and will ensure that my child abides by all school rules and regulations. My selections are as follows: (Please "✓" as appropriate)

1. Application for Bringing Mobile Phones to School

I have read the notice regarding "Application for Bringing Mobile Phones to School" and will remind my child to abide by the regulations.

☐ I wish to request permission for my child to bring his/her mobile phone to school.

(Student's contact number: _____ Model of the phone: _____)

☐ I do not wish to request permission for my child to bring his/her mobile phone to school.

2. Special Request for Wearing Accessories

I have read the notice regarding "Special Request for Wearing Accessories" and will remind my child to abide by the relevant regulations.

☐ I wish to request permission for my child to wear accessories to school. (Watches are not considered accessories)

Style: _____ Shape: _____ Colour: _____

Reasons: _____

☐ I am NOT requesting to allow my child to wear accessories to school.

3. Lunch box arrangements (applicable to S.1 to S.3 students)

I wish to select the following option for my child (please '✓' as appropriate)

☐ Option 1: I would like to order lunch boxes through the school and will complete the ordering process monthly.

☐ Option 2: My child will bring their own home-prepared lunch box to school.

☐ Option 3: I (or a family member) will deliver a lunch box to my child during the designated lunchtime window.

(For option 2 or 3, please provide parent's contact number: _____)

4. Notes to School Personal Data (Privacy) Policy and Collection of Personal Information and Medical Records of Students, Parents and Guardians

I have read and understand the notes and ☐ consent / ☐ do not consent to the school's use of the personal information of my child (including parents / guardians) for purposes as mentioned in the notice.

5. Student Health Service Provided by Department of Health

☐ I agree for my child to participate in the Student Health Service and will apply via (please select one):

☐ Online Application OR

☐ Paper Application (Attachment 6d)

☐ I do not agree for my child to participate in the Student Health Service.

*Even if parents do not agree to their child's participation, they are still required to complete Part A and Part C of the 'Student Health Service Application Form and Consent Form 2026/27' (Attachment 6d) and return it to the school.

6. Seasonal Influenza Vaccination School Outreach (Free) Programme

☐ I **agree** for my child to participate in the 'Seasonal Influenza Vaccine School Outreach (Free of Charge) Programme' and I will submit the consent form **independently** via the eHealth mobile app.

☐ I **do not agree** for my child to participate in the 'Seasonal Influenza Vaccine School Outreach (Free of Charge) Programme'.

7. Other documents and applications

☐ My child has submitted the Eligibility Certificate (Student Financial Assistance) (eligible applicant)

☐ My child has submitted the photocopy of the Notification of Result (Student Financial Assistance) (eligible S.1 and S.6 student)

8. New Arrangements for Distributing Electronic Parents' Notices

Parents who are unable to receive an electronic parents' notices are required to tick the box for paper-based parents' notices.

☐ I wish to receive paper-based parents' notices.

9. Newspaper Subscription

I would like to subscribe to the following newspaper(s) through the school (you can "✓" more than one item).

S.4:

	ML (\$104)	EB 1 (\$72)
Order (✓)		

S.5:

	ML (\$104)	EB 2 (\$72)
Order (✓)		

Chinese:

For S.4 to S.5 students who do not wish to subscribe to "ML" through the school, please state your means of subscription: _____

Economics:

For S.4 to S.5 students who do not wish to subscribe to "EB 1/2" through the school, please state your means of subscription: _____

10. Order for Supporting Learning Materials

I acknowledge the school policy of ordering materials on behalf of students and the school-based materials. My orders are as follows: (You may tick "✓" more than one item)

Form	Item	Price	Please tick "✓" if you wish to order; Please cross "x" if you do NOT wish to order.	If you do NOT wish to order, please state your means of acquiring the item(s).
S.1	Calculator Casio fx-50FH II (1A, 1B, 1C, 1D, 1E)	\$326		
	History Reading Materials (1A, 1B, 1C, 1D, 1E)	\$84		
	IS (workbook 1A+1B) (1A, 1B, 1C, 1D, 1E)	\$222		
	CS.1B - Safety eyewear	\$15		
S.2	History Reading Materials (2A, 2B, 2C, 2D)	\$53		
	IS (workbook 2A+2B) (2A, 2B, 2C, 2D)	\$222		

* Students may purchase items 9 and 10 through the school by cash or cheque (Payable to: **The Incorporated Management Committee of ELCHK Lutheran Secondary School**).

Items 9 and 10 Total:

Student's Name: _____ Parent's Signature: _____

Class: _____ () Parent's Name: _____

Adaptation Week

2/9/2026 (Wed)

Time	S.1	S.2	S.3	S.4	S.5	S.6
8:00 a.m. - 8:25 a.m.	Campus TV					
8:25 a.m. - 9:00 a.m.	Class Teacher Period					
9:00 a.m. - 9:35 a.m.						
9:35 a.m. - 9:50 a.m.	Recess					
9:50 a.m. - 10:25 a.m.	Thematic Activity (1)	Thematic Activity (2)	Thematic Activity (3)	Thematic Activity (4)	Thematic Activity (5)	Thematic Activity (6)
10:25 a.m. - 11:00 a.m.						
11:00 a.m. - 11:15 a.m.	Recess					
11:15 a.m. - 11:50 a.m.	Class Teacher Period					
11:50 a.m. - 12:25 p.m.						
12:25 p.m.	Class Dismissal					

Remarks: Opening Ceremony will be held on 1st September (Tue) in the morning. Students are required to come to school at 8:30 a.m. and class dismissal is at 12:00 n.n. If the Education Bureau announces class suspension under inclement weather conditions, the ceremony will be rescheduled on 2nd September (Wed). S.1 to S.6 students are required to come to school at 8:30 a.m. and class dismissal at 12:00 n.n.

3/9/2026 (Thur) - 4/9/2026 (Fri)

Time	Event
8:00 a.m. - 8:25 a.m.	Class Teacher Period
8:25 a.m. - 9:00 a.m.	1 st period
9:00 a.m. - 9:35 a.m.	2 nd period
9:35 a.m. - 9:50 a.m.	Recess
9:50 a.m. - 10:25 a.m.	3 rd period
10:25 a.m. - 11:00 a.m.	4 th period
11:00 a.m. - 11:15 a.m.	Recess
11:15 a.m. - 11:50 a.m.	5 th period
11:50 a.m. - 12:25 p.m.	6 th period
12:25 p.m. - 1:40 p.m.	Lunch
1:40 p.m. - 3:45 p.m.	GET SET GOAL or Class Teacher Period (3/9) LSS Life Education (4/9)

Attachment 1b- Overview of the Extended Learning Classes (Mon to Fri)

	Mon			Tue			Wed			Thur			Fri		
September									10	B4					
	14	A1							F6	Chi & Eng	3:50-4:50 pm				
	F6	Eng & Chi	3:50-4:50 pm						F6	A4					
									F6	Math & CSD	3:50-4:50 pm				
	21	B1					23	B3							
	F6	CSD & Math	3:50-4:50 pm				F6	English Elevation Program	4:00-6:00 pm						
	28	A1													
	F6	Electives 1	3:50-4:50 pm												
October	5	B1					7#	B3		8	B4				
	F6	Math1	3:50-4:50 pm				F6	English Elevation Program	4:00-6:00 pm	F6	Electives 3	3:50-4:50 pm			
	12	A1					14	A3		15	A4		16★	A5	Life Education
	F6	Electives 2	3:50-4:50 pm				F6	English Elevation Program	4:00-6:00 pm	F6	Electives 1	3:50-4:50 pm	F5	Math & CSD	CSD & Math
													F6	Electives 2	Electives 3
November							21	B3		22	B4		23★	B5	Life Education
							F6	English Elevation Program	4:00-6:00 pm	F6	Math2	3:50-4:50 pm	F6	Chi & Eng	Eng & Chi
	2	B1					4	B3		5	B4		6★	B5	Life Education
	F6	Electives 2	3:50-4:50 pm				F6	English Elevation Program	4:00-6:00 pm	F6	Electives 3	3:50-4:50 pm	F5		Electives 1
													F6	Electives 1	
	9	A1					11#	A3		12	A4		13★	A5	Life Education
	F6	Chi & Eng	3:50-4:50 pm				F6	English Elevation Program	4:00-6:00 pm	F6	Eng & Chi	3:50-4:50 pm	F5	Chi & Eng	Eng & Chi
													F6	Math & CSD	CSD & Math
	16	B1													
	F6	Electives 1	3:50-4:50 pm												
December	23	A1													
	F6	Math1	3:50-4:50 pm												
	30	B1													
	F1	Eng Make-up	4:00-4:45pm												
	F2	MOI Make-up	4:00-4:45pm												
	F6	Math2	3:50-4:50 pm												
December				1	B2		2	B3							
				F1	MOI Make-up	4:00-4:45pm	F6	Electives 3	3:50-4:50 pm						
				F2	Eng Make-up	4:00-4:45pm									
	7	A1		8	A2					10	A4				
	F1	Eng Make-up	4:00-4:45pm	F1	MOI Make-up	4:00-4:45pm				F6	Electives 1	3:50-4:50 pm			
	F2	MOI Make-up	4:00-4:45pm	F2	Eng Make-up	4:00-4:45pm									
	F6	Electives 2	3:50-4:50 pm												
December	14	B1					16	B3		17	B4		18★	B5	
	F6	Math1	3:50-4:50 pm				F6	English Elevation Program	4:00-6:00 pm	F6	Math2	3:50-4:50 pm	F6	Electives 3	

Attachment 1b- Overview of the Extended Learning Classes (Mon to Fri)

	Mon			Tue			Wed			Thur			Fri		
January							6e	A3		7e	A4		8e★	A5	Life Education
							F6	English Elevation Program	4:00-6:00 pm	F6	Electives 3		F6	Electives 1	Electives 2
							13e	B3					15e★	B5	Life Education
							F6	English Elevation Program	4:00-6:00 pm				F6	Chi & Eng	Eng & Chi
													22(e)★	A5	Life Education
													F5	Electives 2	Electives 3
February	25(e)	B1								28(e)	B4				
	F5	Chi & Eng								F5	Eng & Chi				
	15	A1								18	A4		19★	A5	Life Education
	F5	Electives 1								F5	Electives 2		F6	Math & CSD	CSD & Math
													26★	B5	Life Education
March													F5	Math & CSD	CSD & Math
	1	A1								4	A4				
	F5	Electives 3								F5	Chi & Eng				
	8	B1													
	F5	Eng & Chi													
April	15	B4													
	F5	Math & CSD													
										8	B4				
										F5	CSD & Math				
	12	A1								15	A4				
	F5	Electives 1								F5	Electives 2				
May	19	B1								22	B4				
	F5	Electives 3								F5	Chi & Eng				
	26	A1													
	F5	Eng & Chi													
	3	B1		4	B2								7★	B5	Life Education
	F1	Eng Make-up	4:00-4:45pm	F1	MOI Make-up	4:00-4:45pm							F5	Electives 1	Electives 2
	F2	MOI Make-up	4:00-4:45pm	F2	Eng Make-up	4:00-4:45pm									
May	F5	Math													
	10	A1		11	A2										
	F1	Eng Make-up	4:00-4:45pm	F1	MOI Make-up	4:00-4:45pm									
	F2	MOI Make-up	4:00-4:45pm	F2	Eng Make-up	4:00-4:45pm									
	F5	Electives 1													
	17	B1								20	B4				
	F5	Electives 2								F5	Electives 3				

Academic Requirements

Attachment 2a

1. Good learning attitude

Students are expected to actively engage in schoolwork. Parents are encouraged to remind students to complete homework, revise regularly, and consolidate knowledge acquired in class. To help students foster good learning habits, the **“Homework Submission Scheme”** has been introduced for all subjects in S.1 to S.3 and for Chinese Language, English Language, Mathematics, and Citizenship and Social Development in S.4 to S.6. A demerit will be issued to any student who fails to submit homework on time five times within a single month. An additional demerit will be given if a student misses homework deadlines ten times in a month.

2. Promotion criteria

2.1 S.1 to S.3 students who fail Chinese Language, English Language, Mathematics, or receive an unsatisfactory grade in Conduct for the academic year will not be promoted. The passing mark is 50.

2.2 Students who fail Chinese Language, English Language, Mathematics, Citizenship and Social Development, or receive an unsatisfactory grade in Conduct for the academic year will not be promoted. The passing mark for internal senior secondary examinations (S.4–S.6) is 40.

2.3 For students promoted on probation, the school retains the right to order a repetition of the previous grade level if their academic performance fails to meet school benchmarks in the new academic year.

3. Arrangements for enrichment classes and make-up assessment

To further consolidate learning, students with unsatisfactory academic performance and repeating students will be required to attend enrichment classes and take make-up assessments in July. Students on probation with unsatisfactory performance will not be promoted. Subjects requiring enrichment classes and make-up assessments include:

S.1 to S.3	Chinese Language, English Language, and Mathematics
S.4 to S.5	Chinese Language, English Language, Mathematics and Citizenship and Social Development

Remarks: S.4 to S.5 students whose elective subject results do not meet standard requirements must attend elective enhancement courses during the summer holidays and the next school year.

4. Disqualification from Examination

Students will not be allowed to sit for any examination if they are absent from school for more than one-eighth of the total school days in a single semester (including casual leave and sick leave). Exceeding this limit will result in a score of zero marks for all exam subjects. Exceptions may only be made with the prior approval of the Principal.

5. Graduation Requirements

5.1 Students must complete all internal examinations and achieve a satisfactory Conduct grade to graduate.

5.2 Students who fail to meet the graduation requirements will only be awarded a “Certificate of Completion”.

Summary of School Rules

Attachment 2b

1. Students must wear full, neat school uniform with the school badge and bring along with them their student card when they come to school.
2. Students should bring only relevant textbooks, designated reference books, exercise books as well as essential stationery items required for daily studies.
3. Students must respect school property and keep the campus clean. Offenders will be required to compensate for any damaged property and face disciplinary action.
4. Students must strictly observe discipline and order during class, recess, assembly and extra-curricular activities.
5. Students should arrive at school on time and attend all mandatory tutorials, assemblies and extra-curricular activities. Unexcused absence constitute truancy and may result in a major demerit.
6. Students must not engage in any illicit gatherings or activities. Offenders may receive a major demerit.
7. For school withdrawal or transfer procedures, parents or guardians must submit a prior written notification to the school for official processing.
8. Should students violate the school rules, disciplinary action will be taken according to the severity of the violation. Cheating during examinations and theft are classified as severe offenses and may result in a major demerit.
9. Awards will be given to students demonstrating outstanding performance in conduct, academics, activities or services.
10. To apply for sick leave, parents must contact the school office by 8:00 a.m. Upon returning to school, students must complete all necessary application procedures within two school days. For casual leave, students are required to submit an explanatory letter from a parent or guardian in advance.

Library Regulations

Attachment 2c

1. All students can use the valid student ID card or the student handbook with a student photo to complete book borrowing procedures in person. A maximum of 5 books can be borrowed at any one time.
2. The borrowing period is 14 days. If no reservation has been placed on the item, it can be renewed up to two times. Students must bring the book to the library to process renewals.
3. Overdue loans will be subject to a fine of HK\$0.50 per school day per book. The maximum fine is HK\$100.
4. In the event of lost or damaged books, students must purchase an identical copy or an item from the same category as a replacement. If unavailable, compensation must be paid according to the current market value of the book.
5. Students leaving the school due to graduation or withdrawal must return all borrowed items to the library prior to departure.
6. The library issues an outstanding loan and fine statement to class teachers monthly. Teachers will alert students whose items are overdue for more than 20 days or whose outstanding fines exceed \$15. If ignored, the school will contact parents directly to understand any underlying difficulties.

Application for Bringing Mobile Phones to School

Attachment 2d

1. Bringing a mobile phone to school is an optional item requiring an application made by a parent on behalf of the student.
2. Senior secondary students should take proper care of their mobile phones and shall be held solely responsible for any loss resulting from negligence. Junior secondary students, upon arriving at school, must properly store their mobile phones in their classroom mobile phones lockers until dismissal, when they may retrieve them under a teacher's instruction. Students who arrive late must store their mobile phones in the General Office mobile phones locker during registration, and may only retrieve them after dismissal.
3. Mobile phones must remain put away, switched off, and unused on campus except during designated learning activities. Violations will result in standard disciplinary action and immediate confiscation of the device, which must then be retrieved in person by a parent at school. Should a student's mobile phone cause repeated disturbance to the classroom, the student will be prohibited from bringing their mobile phone to school.
4. Should a student's phone cause repeated disruption during teaching periods, their privilege to bring a device to school will be revoked.
5. To avoid any accident, parents are advised to remind their children to use mobile phones with care in public spaces.
6. Parents should not call their children during lesson hours. To minimize classroom disruptions, if urgent contact is required, parents are advised to call the school General Office and the message will be passed to the student accordingly.

Regulations for Wearing Accessories

Attachment 2e

1. Out of respect for traditional cultural practices, the school permits only traditional protective talismans/charms provided by parents for safety reassurance. All other fashion accessories or jewelry are strictly prohibited.
2. Accessories must be modest and unexaggerated in design, colour and size;
3. Students should avoid wearing valuable accessories and are solely responsible for keeping their possessions safe.

Detention Class Arrangements

Attachment 2f

1. Arrangements of 'Self-Reflection Sessions' for students who are late:
To instill a strong sense of personal responsibility, students are expected to arrive punctually. Upon a student's first lateness, discipline teachers will evaluate the reasons, and General Office staff will call parents to notify them. According to school policy, if a student is late twice or more, they must attend a Self-Reflection Session on the day of the infraction to read articles or news clippings and draft a written reflection.
2. Arrangements of 'Self-Reflection Sessions' for students with late submission of homework:
To enhance academic responsibility and build effective study habits, students who fail to hand in assignments must attend an after-school Self-Reflection Session on the same day (applicable to S.1–S.3). Aside from completing missing tasks, students may use the time for independent study and previewing upcoming work. Parents can contact the General Office for updates on their child's attendance records.
3. Self-Reflection Sessions run daily after school from 4:00 p.m. to 4:45 p.m. No absences are permitted except for official school tutorial sessions or inter-school competitions. We expect students to build excellent character through punctuality, and appreciate parental collaboration in reinforcing academic diligence. If a student is unfit to attend due to illness, they must notify a discipline teacher before leaving the school campus.

Lunchtime Arrangements (Applicable to S.1 to S.3)

Attachment 2g

Option 1	Ordering lunch boxes through the school 1. Students may order lunch boxes from the school's designated lunch supplier 'DCK Catering Limited'. 2. Students who order lunch for September will receive a complimentary set of reusable utensils from 'DCK Catering Limited'. Students are responsible for cleaning and storing the utensils themselves.
Option 2	Bringing a home-prepared lunch 1. Students can bring their own lunch back to school (along with personal utensils). Please note that the school do not provide cold storage or reheating services. 2. Lunch boxes must be highly portable. For safety reasons, please do not use fragile containers (such as those made of glass or ceramic). 3. Avoid bringing foods that are easily perishable or those requiring constant refrigeration back to school (such as sushi or cakes). 4. When preparing lunch, parents are asked to pay attention to food hygiene and balanced nutrition.
Option 3	Parent delivery of meals 1. The use of "Meal Delivery Card": 1.1 Each student will be issued one "Meal Delivery Card" (to be distributed later). 1.2 To ensure campus safety, parents/family members who deliver meals will be asked to show the "Meal Delivery Card" to the staff at the school gate. 1.3 Replacements for lost cards can be obtained from the General Office for an administrative fee of HK\$5. 2. The meal delivery time is from 12:00 noon to 12:20 p.m. 3. The designated drop-off location for meal delivery of the school is the Side Hall. 4. Notes: 4.1 Due to strict security, hygiene, and vendor contract terms, external commercial fast-food deliveries or restaurant takeout orders are prohibited. 4.2 Please avoid sending beverages or soup containers prone to spilling. 4.3 The lunch box must be placed inside a bag that is clearly marked with the student's name and class. 4.4 To support our students' health and nutritional balance, parents are encouraged to provide well-balanced meals that are high in fiber and low in sugar, salt, and fat, featuring plenty of vegetables and lean proteins. 5. If parents are unable to deliver a meal on a given day, students may purchase an emergency lunch box from the school supplier for \$28.50.

Meal Ordering Arrangements Starting September:

1. Starting from September, parents must select and pay for their children's meals through the DCK CATERING BY HKT Mobile App. For detailed instructions for using the Mobile App, please see Attachment 2g-1.
2. If parents wish to continue ordering lunch for their children, please complete the lunch box order process through the DCK CATERING BY HKT Mobile App from 00:00 on the 11th to 23:59 on the 20th of each month.
3. Parents must select and pay for their children's meals before the deadline; otherwise, the online ordering system will be automatically closed. Requests made after the deadline will not be processed
4. If a student needs to return a meal due to absence, parents must complete the refund process themselves on the mobile app before 8:30 a.m. on the day of absence. Otherwise, the meal cannot be returned and there will be no refund.
5. If you have any inquiries, please feel free to contact the regional supervisor at 2126-6558, 2126-6557, or 5506-9136 during office hours (9:00 a.m. to 5:00 p.m.).

Support for Non-Chinese Speaking (NCS) students

Attachment 2h

1. External Chinese teacher classes

The school will employ an external professional instructor to hold Chinese interest classes for NCS students approximately once a week (tentatively every Tuesday after school, either face-to-face or via ZOOM). The course uses an activity-based approach and aims to enhance students' interest in learning Chinese and prepare students for public examinations such as the GCSE. Separate notices will be issued for any occasional off-campus activities. The classes are scheduled to begin in October.

2. Teaching adjustment

To help non-Chinese speaking students smoothly transition into mainstream classrooms using manageable learning steps, subject teachers in Chinese Language, Chinese History, and Putonghua will introduce scaffolded learning modifications covering instruction methods, lesson content, homework expectations, and assessment structures.

3. Chinese Language, Chinese History and Putonghua subject teachers will align test and examination components with what has been covered in class. Academic performance results for these modified assessments will be reported using grades.

School Name: ELCHK Lutheran Secondary School	Login ID: XXXXXX
Student Name: XXX (1A)	Personal Password: XXXXXX

After logging in, you must change your new personal password and provide an email.
(Do not use iCloud or QQ email addresses; Please keep your login credentials safe.)

Important Notes for Digital Meal Ordering

1. Place lunch orders via the DCK CATERING BY HKT mobile application.
2. September lunch ordering period: 1 September 00:00 to 7 September 23:59.
3. October to June order: 11th 00:00 to 20th 23:59 monthly.
4. No late orders will be accepted.
5. Full-month lunch orders are required.

Simple 4-Step Order & Payment Process

Step 1: First-Time App Installation

Search for DCK CATERING BY HKT on the App Store or Google Play to download the app, or scan the QR code for direct download.



Step 2: Log In & Reset Password

Username
Password

←Enter your login ID and password.

更改密碼

舊密碼
輸入您的舊密碼

新密碼
輸入您的新密碼

確認新密碼
確認您的新密碼

Username field: Account Login ID
←Password field: Original personal login

←Password Reset Instructions
Enter your original personal password,
Create a new custom password
- Minimum 6 characters; must include both letters and numbers
Re-enter your new password to confirm

Step 3 Select Your Lunch Order

Home Page → Tap the Order Lunch button → Choose Meal Option → Add to Shopping Cart

Pick your preferred lunch set

-->

Confirm order quantity, total charge, tick the box to agree to terms, then tap Add to Shopping

可訂購的月份: 九月

🛒 訂餐

2 星期一

A 南瓜雞絲蒸家鄉
Steamed chicken and pumpkin with oyster rice
kcal.550 \$0.5

B 日式金蒜牛肉飯
Beef and enoki mushroom in soya sauce with rice
kcal.560 \$0.5

C 鮮菇肉醬蒸滑雞
Minced pork in tomato sauce with perilla
kcal.525 \$0.5

訂餐數量 x 14 總數 \$7

☒ 我已閱讀並同意 條款與細則

添加到購物車

Step 4: Complete Payment

Select your preferred payment method and settle the fee.

總數 \$7.00

選擇付款方式:

Tap & Go App-to-App Alipay HK Alipay CN

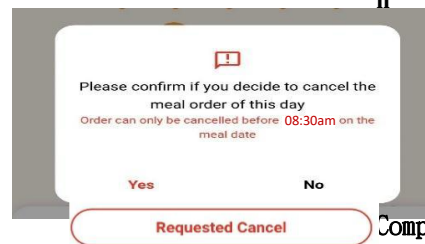
立即付款

Meal Cancellation Steps

Tap the Order History tab at the bottom of the homepage

Select the date you wish to cancel lunch for → Tap the cancellation button (only daily lunch can be cancelled)

Confirm cancellation



Same-day lunch cancellation hours: 00:00 – 08:30 daily

Scan this QR code for the full detailed app user guide



Enquiry Hotlines Call during office hours: 2126-6558 / 2126-6557

1. All students and graduates (and their parents/guardians) must provide the school with necessary information when applying for school places or requesting educational and other services.
2. The personal information collected from students, parents and guardians will be used for the following purposes:
 - 2.1 student record;
 - 2.2 academic and teaching and learning affairs (including careers and counselling);
 - 2.3 character and potential development affairs (including discipline, counselling, moral and civic education, leadership training, extra-curricular activities, invitational education, other learning experiences, etc.);
 - 2.4 religious education;
 - 2.5 student welfare;
 - 2.6 parents/family education;
 - 2.7 communication and administration in the Parents and Teachers Association;
 - 2.8 alumni communication and administration;
 - 2.9 other education-related purposes (e.g. teaching and learning services provided by educational institutions);
 - 2.10 school news on the school intranet and class allocation information on the school bulletin boards;
 - 2.11 school publications, leaflets, Instagram. and school website for promoting the school and enhancing communication between the school and the community;
 - 2.12 positive messages/good news which may involve personal information of students (e.g. name, class, awards and excellent results);
 - 2.13 works of students such as homework, drawings, and school life highlights (including videos and photos) which may be used for classroom learning purposes or published in school magazines, exhibitions, and on the school website.
3. The school will keep the personal information of students, parents and guardians confidential. Only authorised entities, such as class teachers and the school secretary, can provide the information to the following organisations (when needed):
 - 3.1 The Education Bureau and affiliated departments such as the Regional Education Offices and Careers Team.;
 - 3.2 The Examination and Assessment Authority;
 - 3.3 Health Institutions such as the Intensive Care Unit, the Health Department and the Centre for Health Protection;
 - 3.4 Other related departments/institutions such as the Hong Kong Police Force, the Fire Services Department, the Social Welfare Department, the Student Financial Assistance Agency and scholarship related offices.
4. According to Personal Data (Privacy) Ordinance, all students or graduates (and their parents/guardians) reserve:
 - 4.1 the right to investigate if the school holds their personal information;
 - 4.2 the right to revise the information if inaccurate;
 - 4.3 the right to check the school policy with the use of information and the right to be informed of the types of information held by the school.
5. The school will ensure the safety and confidentiality of all personal information, works of students, and videos and photos. “Notes to School Personal Data (Privacy) Policy” and “Collection of Personal Information and Medical Records of Students, Parents and Guardians” are applicable to students attending the school. Parents/guardians are advised to read them thoroughly and submit the reply slip to the class teacher. Please inform the school in writing if any changes are needed.

Student Health Declaration Form

(Filled out by Parent/Guardian)

(Restricted - The information provided will only be used for the purpose of the student's health reference)

Collection of Personal Data

Personal data collected from your child is only used for handling matters pertaining to his/her health and safety. Despite the voluntary basis of the provision of such data, insufficiency of information may make it less possible for the school to have a comprehensive understanding of your child's medical history. We may not be able to provide proper assistance to him/her in case of an accident. According to the Personal Data (Privacy) Ordinance, you have the right to access and correct the data supplied. Please contact the school if necessary.

Student Name: (CHI) _____ (ENG) _____

Class: _____ Class No.: _____ Gender: _____ Date of Birth: _____

1. If the student has ever had the medical condition(s) below, please put a “✓” in the appropriate box(es) and provide details:

	Illness	Age detected	Details of Disease	Current Condition
☐	G6PD deficiency			
☐	Bronchial asthma			
☐	Epilepsy			
☐	Fits due to fever			
☐	Kidney disease			
☐	Heart disease			
☐	Diabetes mellitus			
☐	Hearing defect			
☐	Haemophilia			
☐	Anaemia			
☐	Other blood disease			
☐	Allergy to drugs			
☐	Allergy to vaccines			
☐	Allergy to food			
☐	Other allergies (Please specify: _____)			
☐	Tuberculosis			
☐	Minor operation			
☐	Major operation			
☐	Mental problems (e.g. psychosis, depression, anxiety disorder, obsessive-compulsive disorder etc.)			
☐	Others			

2. If the student is considered not suitable for participation in any type of school activities, please specify and submit a medical certificate for the school's reference. Should you have any enquiries, please contact Mr. Lee Ki, the Head of the Extra-curricular Activities Committee at 27802291.

Remarks: Should there be any amendment to the information, please contact the class teacher immediately.

3. Parental Consent on Participation in Physical Education Lessons

Physical Education (PE) is an integral part of the school curriculum. All students must participate in PE lessons. However, if your child has any illness, you should seek medical advice on whether your child is able to participate in PE lessons. If your child needs to be temporarily or perpetually exempted from PE lessons, a medical certificate from a registered doctor is required. If there are any changes in your child's health conditions, please notify the class teacher or the PE teacher immediately. Please provide the following information. Should you have any enquiries, please contact the Head of the Physical Education Department, Ms. Wong Hoi Shan.

(Please put a "✓" in the appropriate box)

- ☐ My child is able to participate in PE lessons.
- ☐ My child is not able to participate in PE lessons. Relevant medical certificate is attached.
- ☐ Please exempt my child from participating in PE lessons from _____ to _____. Relevant medical certificate is attached.
- ☐ My child is only able to participate in the types of activities recommended by his/her doctor. Relevant medical recommendation is attached.

4. Emergency Contact (Name): _____ (parent / guardian)

Contact Number of Parent / Guardian: _____

1. Particulars:

1.1 Premium: \$12 (each student) (It will be allocated from the Fee for Special Purposes 2026-2027. Students will not be charged an additional cost.)

1.2 "School Group Personal Accident" particulars and compensations include:

Schedule of Benefits	Max. Amount Insured Per Person Per Accident (HK\$)
1. Accidental Death & Permanent Total or Partial Disablement (E.g. loss of limbs, deafness, blindness)	\$120,000
2. Accidental Medical Expenses Chinese Bonesetter and acupuncturist, HK\$200 per day per visit, up to HK\$1000 per accident and HK\$2500 per policy year	\$6,000 (per accident)
3. Burns Benefit (Medical expenses applicable for Second-degree or Third-degree burns)	\$30,000 (Whole year)
4. Funeral Expenses Benefit	\$5,000

2. The insurance shall only apply to 6 events which happen to the Insured Person within the territory of Hong Kong Special Administrative Region during:

2.1 School-time and inside the school campus;

2.2 Participation in all kinds of activities arranged/organised/endorsed by the Insured;

2.3 Travel with vehicles owned or rented by the Insured;

2.4 Food/drink poisoning from food/drink provided or arranged by the Insured;

2.5 Gas poisoning inside the school campus or during all activities arranged/organized/endorsed by the Insured;

2.6 The course of travelling directly from home to the school campus for the purpose of attending classes or participating in activities organised by the Insured.

3. Procedures of claim(s):

A written report should be handed in to the class teachers or the general office within a week of the student's accident during school activities and all documents within 2 weeks. The relevant documents include:

3.1 Filled Personal Accident Claim Form (can be obtained from the General Office or downloaded from the school website_school information)

3.2 A photocopy of student card or student handbook (on the page of student information);

3.3 Official receipts of the medical costs (name of the Insured Person and description of the injury should be stated clearly on the receipts);

3.4 A medical certificate if the receipts do not specify the accidental nature of the injury.

4. Remarks:

4.1 The above information is provided by Ablemex Financial & Insurance Services Ltd. Insurance claims will be underwritten by Assicurazioni Generali S.p.A.. Should there be any discrepancies between the version of this parent notice and the policy issued by the insurance company, the latter shall be considered final.

Notes for Parents/Guardians

Attachment 6a

Please take note of the following:

1. The Student Health Service provides services for all primary and secondary day school students. Services provided included health assessment and health education. Please refer to “Student Health Service” webpage (www.shs.gov.hk/healthprog.pdf) for details of health programmes categorised by grade.
2. The Student Health Service is a health promotion and disease prevention programme. Students who need therapeutic service may consult the General Out-Patient Clinics of the Hospital Authority or private practitioners. **For students with academic problems, they or their parents should seek advice from teachers or student guidance officers.**
3. **Please bring along students’ identity document for checking while attending our centre. Service may not be provided if there is no identity document on the date of appointment and rescheduling of appointment is required. If free bus service is provided by us, please let your child bring the identity document on the date of appointment.**
4. Student Health Service is provided free of charge for students who are “eligible persons”. Student Health Service may obtain relevant documentation relating to the students from the students and their parents/guardians for the verification of their eligibility status for fee-determination purpose. Students with one of the following valid identity documents belong to “eligible persons”:
 - i) Hong Kong Permanent Identity Card / Hong Kong Identity Card (subject to further checking)
 - ii) Hong Kong Birth Certificate with permanent resident status of Hong Kong Special Administrative Region (HKSAR) indicated as “ESTABLISHED”
 - iii) Hong Kong Birth Certificate with permanent resident status of HKSAR indicated as “NOT ESTABLISHED”, but the Permit to Remain in the HKSAR shows that:
 - a. unconditional stay in HKSAR has been granted
 - b. the holder is permitted to remain until (date) and provided that the holder **is not a visitor** and **has not overstayed in Hong Kong**
 - iv) HKSAR Passport
 - v) HKSAR Re-entry Permit
 - vi) HKSAR Document of Identity for Visa Purpose bearing valid visa endorsement to stay in Hong Kong
 - vii) Travel documents with one of the following labels /stamps issued by the Immigration Department:
 - a. “The right to land in Hong Kong”
 - b. “The holder was permitted to land”
 - c. “Previous conditions of stay are hereby cancelled”
 - d. “Eligibility for Hong Kong permanent identity card verified”
 - e. “Certificate of Entitlement to the right of abode in HKSAR”
 - f. “Unconditional stay” (subject to further checking)
 - g. “Permitted to remain until (date)” / “permission to remain extended until (date)” provided that the holder **is not a visitor** and **has not overstayed in Hong Kong** (subject to further checking).
 - viii) Certificate of Exemption
 - ix) Consular Corps Identity Card

Students who are “non-eligible persons”, e.g. holders of travel document (passport, Two-way Permit) showing their status as “Visitors” or holders of Form of Recognizance, have to pay the gazette annual fee on the appointment day for the assessment services (the prevailing rate is HK\$615).

5. Students will be given an annual appointment of approximately 90 minutes for health assessment and health education at a designated Student Health Service Centre. The health assessment will be conducted in either English or Chinese as appropriate but not in any other languages. The service hours of the centre are 9 am to 1 pm and 2 pm to 6 pm from Monday to Friday (except public holidays) (**Tai Po Student Health Service Centre is closed on Wednesday**).
6. Parents and children are most welcome to make use of the Health Education Infoline 2833 0111 provided by the Department of Health or browse the Student Health Service website www.studenthealth.gov.hk for information on Student Health Service.
7. If you have any enquiries, please feel free to call the designated Student Health Service Centre during service hours.



Student Health Service Provided by Department of Health: Registration Methods

1. Enrollment for the 2026/2027 school year is now open, covering the service period from November 2026 to October 2027. We cordially invite your child to participate in this service. The registration methods are as follows:

Method 1: Online Application

Please submit the completed application form via the online platform using the school's dedicated link or QR code between 1st September (Tue) and 14th September (Mon). For details regarding the online application process, please refer to Attachment 6c.

Method 2: Paper Application

If you choose to apply using the "Application & Consent Form for Student Health Service 2026/27", please complete the application form and consent slip (Attachment 6d) as early as possible and return it to the school on or before 14th September (Mon).

2. Declining Participation

If you do not agree to let your child participate in the Student Health Service, please complete Part A and Part C of the "Application & Consent Form for Student Health Service 2026/27" (Attachment 6d) and return it to the school.

3. Enrolled students will be arranged to visit a designated Student Health Service Centre for an annual health assessment. An appointment slip will be distributed to you via the school approximately one month prior to the scheduled examination date.
4. Parents are kindly requested to return the reply slip to the class teacher on or before 3rd September (Thur). Parents who wish to enroll their children should scan the QR code below to complete the application form.

School's QR Code



學生健康服務

Student Health Service

全港小學及中學日校學生
For all primary and secondary day school students
費用全免 Free of Charge*

健康評估

Health Assessment

視力檢查

Vision Screening

體格評估

Physical Development

心理評估

Psychological Assessment

網上報名

Online Application

(1 – 14/9/2026)

經由學校提供的學校專屬
連結／二維碼報名
Apply via the school specific
access link / QR code.

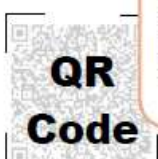
*只適用於「符合資格人士」；非符合資格者須於檢查當日繳付惠報刊登的年費，詳情請參閱〈家長／監護人須知〉。中心有權索取相關文件以核實學生身份。
*Applicable to "Eligible Persons" only. Non-eligible persons have to pay the gazette annual fee on the assessment day (please refer to the "Notes for Parents/Guardians" for details).
The centre reserves the right to request relevant documents to verify student eligibility.

衛生署學生健康服務
Department of Health Student Health Service

網上報名指南 E-enrolment Guidance Notes

查詢熱線 Enquiry Hotline 2856 9133

1 Click school specific access link / scan QR code



Scan it

Parents must use the school specific access link / QR code for application.

2 Select the type of identification document, enter the document number, and the verification code



Please complete the personal particulars as printed on the identification document.

3 Input personal particulars



4 Input contact information



Please ensure the provided mobile number can receive one-time verification code SMS from Hong Kong.

5 (For Primary Student) Input class information, Dental no. (if any) and medical history, confirm consent and declaration



School: Everybody School

*Class

Grad

School Dental Care Service Number SDCS No. (Please refer to SDGS Handbook. Not applicable to new applicant)

Student Medical History

Consent and Declaration for Health Service (School Dental Care Service (SDCS))

☐ Student Health Service (SDHS)

☐ School Dental Care Service (SDCS)

Name of Parent / Guardian (Please complete the name as print on Identity Card / Birth Certificate)

*Surname

*Given Name

*Relationship

Other

Next

5 (For Secondary Student) Input class information, confirm consent and declaration



School: Everybody School

*Class

Grade

Consent and Declaration for Student Health Service

☐ Student Health Service (SDHS)

Name of Parent / Guardian (Please complete the name as print on Identity Card / Birth Certificate)

*Surname

*Given Name

*Relationship

Other

Next

6 Input one-time password



Enter verification code ABCD-

Verify

If the verification code expires, please reapply.

7 Receive appointment slip/reminder before appointment date



SMS

Appointment Slip

As the online application deadline approaches, the network may become congested. Parents may select off-peak time periods to avoid delays in the application process.



衛生署學生健康服務
Department of Health Student Health Service

網上報名指南 E-enrolment Guidance Notes

查詢熱線 Enquiry Hotline 2856 9133



Application & Consent Form for Student Health Service 2026/27

Department of Health

(Please complete this form in BLOCK letters using ball pen)

A. Student / Participant Particulars (Please put tick ☒ when appropriate)					
Name of Student / Participant (Please complete the name as printed on identity document)				Date of Birth Day Month Year	
Surname (English)	Other name (English)	Surname (Chinese)	Other name (Chinese)	☐ Male ☐ Female	
Name of school				☐ AM ☐ PM ☐ Whole Day	
* Student should bring along the stated identity document on the day of the annual health assessment.					
Type of document: (Please put tick ☒ when appropriate)				Document No.:	
☐ HK Permanent Identity Card ☐ HK Birth Certificate with permanent resident status of HKSAR indicated as "ESTABLISHED" ☐ HKSAR Passport ☐ HKSAR Re-entry Permit ☐ HKSAR Document of Identity for Visa Purpose (bearing valid visa endorsement to stay in HK) ☐ Valid travel document ☐ Overseas Passport ☐ PRC Passport ☐ with label / stamp showing "right to land" / "right of abode" / "permitted to land" in HK / "previous conditions of stay are hereby cancelled" / "eligibility for HK permanent identity card verified" ☐ with label / stamp showing "unconditional stay" in HK ☐ with label / stamp showing "permitted to remain until (date)" or "permission to remain extended until (date)" in HK provided that the holder is not a visitor and has not overstayed in HK ☐ Travel document (e.g. Passport, Two-way Permit) showing the holder's status as "Visitor" / holders of Form of Recognizance (should be charged at "non-eligible person" rate) Student who selects the following documents is required to further provide requested information to prove his / her eligibility. Otherwise, he / she would be charged at "non-eligible person" rate. ☐ HK Birth Certificate (with permanent resident status of HKSAR indicated as "NOT ESTABLISHED") ☐ HK Identity Card (only applicable for the age of 11 or above) ☐ Other identity documents, please specify					
Place of Birth		Period of arrival in Hong Kong (Not for child born in Hong Kong)		Contact telephone no. of parent / guardian (Remarks : for phone contact and receiving SMS message)	
Address: Room Floor Block Building Street District Mail Collection Number 		Month Year		Other cell phone no. Home telephone no.	
B. Consent and Declaration (If you agree to enrol your child in the Student Health Service, please complete this part)					
I agree to enrol the above named child in the Student Health Service. I give consent to and authorise the Director of Health to obtain or disclose all relevant information relating to the child from me, the school the child is attending, the service providers engaged by Student Health Service, Government bureaux / departments, the Hospital Authority or relevant parties for the purpose of enrolment and follow-up appointment and establishing the eligibility status of the child for fee-determination purpose. (The Student Health Service is provided free for those students who are "eligible persons". For "non-eligible persons", they have to pay on the appointment day the gazetted annual fee, the prevailing fee is HK\$680.)					
Signature of Parent / Guardian		Relationship		☐ Father ☐ Mother ☐ Guardian	
Name of Parent / Guardian (Please complete in block letter)		Date			
C. Do not agree to enrol (If you disagree to enrol your child in the Student Health Service, please complete this part)					
I do not agree to enrol the above named child in the Student Health Service.					
Reason for non-enrolment					
Signature of Parent / Guardian		Relationship		☐ Father ☐ Mother ☐ Guardian	
Name of Parent / Guardian (Please complete in block letter)		Date			

Statement of Purposes **Student Health Service**

Purpose of Collection

1. The personal data are provided by patients and clients with whom the Department of Health (DH) interacts in the delivery of the services, and other related activities. The personal data provided will be used by DH for the following purposes:
 - a. Proof of eligibility;
 - b. Providing services including but not limited to clinical service, appointment arrangement and notification and client relation matters, etc;
 - c. Record of test results / examination / investigation / treatment for continuation of care or reference by other medical professionals;
 - d. Consent for particular treatments / tests;
 - e. Tracking of payment;
 - f. Suspected outbreak investigation;
 - g. For public health purposes, such as notification of tuberculosis or other reportable / notifiable diseases;
 - h. Tracing defaulters for follow-up / treatment;
 - i. Record of enrolment / management;
 - j. For preparing statistics and accounting reports, epidemiological surveillance, carrying out research or teaching purpose;
 - k. Audit purpose; and
 - l. For providing alert for public health emergencies.
 - m. Promotion of health programmes and information.
- * The provision of personal data is voluntary. If you do not provide sufficient information, we may not be able to prove your eligibility for specific service / activities and cannot provide service / assistance to you or even the service / assistance may still be provided, you will be charged at the non-entitled person (usually higher) rate.

Classes of Transferees

2. The personal data you provide are mainly for use within the DH but they may also be disclosed to other Government bureaux / departments, the Hospital Authority or relevant parties for the purposes mentioned in para. 1 above, if required. Apart from this, the data may only be disclosed to parties where you have given consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

Access to Personal Data

3. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by you during the occasions as mentioned in paragraph 1 above. A fee may be imposed for complying with a data access request.

Enquiries

4. Enquiries concerning the personal data provided, including the making of access and corrections, should be addressed to:

Student Health Service

Clerical Officer

4/F, Lam Tin Polyclinic,

99, Kai Tin Road, Kwun Tong, Kowloon

Tel: 3163 4600

Student Health Service
www.studenthealth.gov.hk



Health Programmes at
Student Health Service Centre
www.shs.gov.hk/healthprog.pdf



Seasonal Influenza Vaccination School Outreach (Free) Programme

Our school is participating in the "2026/27 Seasonal Influenza Vaccination School Outreach (Free) Programme" organized by the Department of Health, with Trinity Medical Centre assisting in providing vaccination services for students. The Centre for Health Protection of the Department of Health has launched a new e-Consent function for the programme. Parents can use the eHealth mobile app's e-Consent feature to submit seasonal influenza vaccination consent forms for their children under the programme. This initiative enables parents to easily submit consent forms, allowing students to receive the seasonal influenza vaccination and protect their health.

1. Programme Details

- ✧ Date: 6th November (Fri)
- ✧ Time: 1:00 p.m. – 4:00 p.m.
- ✧ Venue: School Hall
- ✧ Target Audience: All students
- ✧ Medical Organization: Trinity Medical Centre Limited
- ✧ Vaccine Type: Injectable Vaccine

Our school's
dedicated QR code



Instructional video



2. Instructions for Submitting the e-Consent Form

- 2.1 Log in to the eHealth mobile application.
- 2.2 Scan our school's dedicated QR code (on the right).
- 2.3 Fill out the form.
- 2.4 Submit the consent form.

The Department of Health has prepared an instructional video on how to complete the e-Consent form ([https://youtu.be/ TIvuosvR6c](https://youtu.be/TIvuosvR6c)) for parents' reference. Parents are kindly requested to return the reply slip to the class teacher on or before 3rd September (Thur), and submit the consent form **independently** via the eHealth mobile app.

Application for Change of Examination Language Version

Attachment 8a

1. Application period

Form Application Month	S.4	S.5	S.6
Sep 2026	Change of Language Version (Apply before 14th September (Mon))	Change of Language Version (Apply before 14th September (Mon))	Change of Language Version (Apply before 9th September (Wed))
Feb 2027	Change of Language Version	Change of Language Version	/
Jul 2027	Change of Language Version	Change of Language Version	/

2. Application method

Interested students should contact their respective subject teachers for guidance and academic advice. Completed application forms must be submitted in person to Mr. Ko at Room 301 before 4:00 p.m. on or before the respective deadlines listed above. Late applications will not be accepted.

Application for Change of Elective Subject

Attachment 8b

1. Application period

1.1 2026/27 S.6 students

Application to change an elective subject to the designated curriculum for the 2026/27 school year (S.6)	2 nd to 9 th September 2026
--	---

1.2 2026/27 S.5 students

Application to change an elective subject to the school-based curriculum for the First Term of 2026/2027 (S.5)	2 nd to 9 th September 2026
Application to change an elective subject to the school-based curriculum for the Second Term of 2026/2027 (S.5)	February 2027
Application to change an elective subject and switch to the designated curriculum for the 2027/28 school year (S.6)	July 2027, early September 2027

1.3 2026/27 S.4 students

Application to change an elective subject to the designated curriculum in 2027/28 school year (S.5)	July 2027, early September 2027
---	------------------------------------

2. Application method

For 2026/27 S.5 students applying to change an elective subject for the First Term, applicants must consult the teachers of both the current and requested elective subjects. A completed application along with an explanatory letter from a parent/guardian must be submitted in person to Mr. Ko at Room 301 before 4:00 p.m. on 9th September (Wed). Late applications will not be processed.

S.4 Adding and Dropping of Elective Subjects

Attachment 8c

Students who wish to add or drop subjects must submit their application form in person to Ms. Fuk (Rm 301) in person before 16th September (Wed). The selection and review criteria are as follows:

- Applicants may only add or drop subjects within the same elective subject group.
- If the number of applications for a particular subject exceeds the course quota, 1-2 applicants will be selected at the discretion of the subject teachers based on the following criteria:

Students' S.3 Overall Academic Results OR Students' S.3 Overall Results combined with performance in the specific subject concerned	Interview performance OR Interview performance and a specialized written assessment
Weighting: 50%	Weighting: 50%

Order of Learning Materials

Subject	Item	Publisher/Editor/Agent	Form	Fee
Calculator	Casio fx-50FH II	---	S.1	\$326
History Reading Material	Egypt, Nubia & Kush	Benchmark	S.1	\$84
	Who was Christopher Columbus?	Penguin Workshop	S.2	\$53
Integrated Science	CS.1B - Safety eyewear	Yik Fung Scientific Co.	S.1	\$15 # Remark
	Junior Secondary Science Mastering Concepts and Skills Workbook 1A (Loose- chapters binding)	Oxford University Press (China) Ltd	S.1 (1A)	\$111
	Junior Secondary Science Mastering Concepts and Skills Workbook 1B (Loose- chapters binding)	Oxford University Press (China) Ltd	S.1 (1A)	\$111
	初中科學 基礎概念與技能 作業 1A (單元裝)	Oxford University Press (China) Ltd	S.1 (1B, 1C, 1D, 1E)	\$111
	初中科學 基礎概念與技能 作業 1B (單元裝)	Oxford University Press (China) Ltd	S.1 (1B, 1C, 1D, 1E)	\$111
	Junior Secondary Science Mastering Concepts and Skills Workbook 2A (Loose- chapters binding)	Oxford University Press (China) Ltd	S.2 (2A, 2B)	\$111
	Junior Secondary Science Mastering Concepts and Skills Workbook 2B (Loose- chapters binding)	Oxford University Press (China) Ltd	S.2 (2A, 2B)	\$111
	初中科學 基礎概念與技能 作業 2A (單元裝)	Oxford University Press (China) Ltd	S.2 (2C, 2D)	\$111
	初中科學 基礎概念與技能 作業 2B (單元裝)	Oxford University Press (China) Ltd	S.2 (2C, 2D)	\$111

Students will use the aforementioned materials in class. Parents and students may choose to purchase their own copies or place an order through the school by cash or cheque (Payable to: **The Incorporated Management Committee of ELCHK Lutheran Secondary School**).

Remarks

- Students who wish to buy their own eyewear must ensure it meets laboratory safety requirements (ANSI Z87.1 standard).
- Purchasing safety eyewear through the school is entirely voluntary. The school will provide safety eyewear for students to borrow during experiments if needed. Should you have any enquiries, please contact Mr. Lo, the Panel Head of the Science Department.

Newspaper Subscription**1. Ming Pao**

Content from the "Language Together" supplement (published every Wednesday and Friday) will be actively discussed during Chinese Language lessons; therefore, all students are required to subscribe to this publication. Parents may place an order through the school or arrange an independent subscription, ensuring students have the materials ready for class. Note: For families with siblings studying at this school, only one subscription per household is required.

1.1 Content features:

☒ Hong Kong news ☒ China ☒ International news ☒ Education ☒ English

☒ Perspectives ☒ Supplement ☒ Education supplement "Language Together": comprehension and integrated skills of Classical Chinese and Modern Chinese.

Subscription Code:

Form	Distribution Dates (Excluding unified test or exam periods)	Price	Total	Code
S.4 to S.5	School days from 9/9/2026 (Wed) to 11/6/2027 (Fri) (Every Wednesday and Friday) (67 times)	\$104	\$104	ML

2. Hong Kong Economic Times: Biweekly Magazine

To enrich senior students' understanding of economic principles and global trends, Economics teachers will utilize the Hong Kong Economic Times: Biweekly Magazine for classroom discussions. Students may order through the school or purchase it independently.

2.1 Content includes:

☒ Cover Story and Special Topics ☒ Feature ☒ Economics Issues

☒ HKDSE/DRQ Challenge Station ☒ Mathematical Economics ☒ Others

Subscription Code:

Form	Distribution Dates (Excluding unified test and exam periods)	Price	Total	Code
S.4	6 sets per year	\$12	\$72	EB 1
S.5	6 sets per year	\$12	\$72	EB 2

Students may purchase them through the school by cash or cheque (Payable to: **The Incorporated Management Committee of ELCHK Lutheran Secondary School**).

“Students Financial Assistance Schemes” and “Notification of Result / Eligibility Certificate for Student Financial Assistance”: Application procedures for Student Travel Subsidy Scheme / School Textbook Assistance Scheme / Subsidy Scheme for Internet Access Charges

For parents who plan to apply for the above-mentioned financial assistance schemes, please note that the application forms were distributed during the previous school term. Some eligible students have already begun receiving the “School Textbook Subsidy” and “Subsidy for Internet Access Charges” since mid-August. Applicants who submitted late or with incomplete supporting documents will only receive their subsidies once all application procedures are fully completed.

Upon receiving the “Eligibility Certificate” (EC), parents must select the eligible subsidy schemes on the certificate, sign it, and return it to the school for verification. The school will then forward the verified EC to the Student Financial Assistance Agency (SFAA).

	Application Procedures	Remarks
(A) Already applied and received the EC	Complete all required fields on the EC and ask your child to submit it to the class teacher by 4/9 (Fri), who will forward it to Ms. Chiu at the School Office.	The application will be processed immediately by the School Development Committee. The SFAA is expected to transfer the subsidy into the applicant’s designated bank account around November.
(B) Already applied but have not yet received the EC	Once you receive the EC, ask your child to submit it directly to Ms. Chiu at the School Office as soon as possible.	The School Development Committee will process the application as quickly as possible, but please note that the disbursement of the subsidy may be delayed. The final effective date will be determined by the SFAA.
(C) Plan to apply in or after September	Please obtain the application form from any District Office or the School Office. Once you receive the EC, submit it immediately to Ms. Chiu at the School Office.	

*Note 1: EC is a highly important document. Before submitting it to the school, parents must **retain a photocopy** for their own future reference and enquiries.*

Note 2: For families experiencing special financial difficulties (e.g. if the primary household breadwinner has recently passed away or left the family), parents may write an explanatory letter to the Principal to request special discretionary recommendations or an upward adjustment of their assistance level.

Enquiry: Working Family and Student Financial Assistance Agency - Student Finance Office

Phone number: 2802 2345

Website: <http://www.wfsfaa.gov.hk/>

Notification of Result for Student Financial Assistance (For Eligible S.1 and S.6 Students)

For parents of S.1 and S.6 students who have already received the Notification of Result / Eligibility Certificate (regarding the School Textbook Assistance Scheme and Subsidy Scheme for Internet Access Charges) issued by the Student Financial Assistance Agency (SFAA), please submit a photocopy of the document to the class teacher. The class teacher will forward it to the School Office for processing.

2026-27 Lutheran Secondary School Student Subsidies

code	Items	Eligibility Criteria	Application Procedures	Subsidy Details	Internal School Deadline	Result Release Date
01	School Textbook/ Internet Access Charges Subsidy Schemes	-----	Students submit the “Application for assessment of eligibility” directly to the SFAA. Upon receiving the Eligibility Certificate (EC), submit it immediately to the school for verification. (See Attachment 3 for details)	Assessed by the SFAA as either a “Full-grant” or “Half-grant” based on gross family income.	Year-round (Deadline for the first batch of EC submissions: 4/9/2026)	Year-round
02	Student Travel Subsidy Scheme	Students whose residence is beyond a 10-minute walking distance from the school.				
03	Grantham Maintenance Grants	S.4 or above	Students may obtain an application form from the document outside the School Office, download it online at http://www.wfsfaa.gov.hk/ , or collect it in person from the Grantham Scholarships Fund Committee (34/F, Wu Chung House, 213 Queen’s Road East, Wanchai, Hong Kong). Return the completed form to Ms. Chiu at the School Office.	Financial assistance disbursed based on gross family income	11/9/2026 Important Note: As school processing requires time, please submit punctually.	To be announced
04	MTR Student Travel Scheme	-----	Both new applicants and those renewing their MTR student status (S.1 to S.6) can apply online or via the MTR Mobile App.	MTR concessionary fares	Year-round	Year-round
05	LSS Life-wide Learning Fund	S.1 to S.6	An official school notice will be distributed in early October. Please complete and return the reply slip to the school for processing.	Subsidies are calculated based on the total number of activities participated in and are disbursed at the end of the school term.	Mid-October	---

code	Items	Eligibility Criteria	Application Procedures	Subsidy Details	Internal School Deadline	Result Release Date
06	PTA Scholarship	S.1 to S.6	Via teacher recommendation or self-recommendation	Scholarship	To be announced	
07	Public Examination Fee Remission	S.6	Detailed arrangements will be announced by the Academic Affairs Office	Calculated based on the number of registered examination subjects.	To be announced by the Academic Affairs Office	

Note 1: Applications for Items 01 to 03 are now open. Students in need of financial assistance should complete the procedures immediately.

Note 2: Students whose families are currently receiving Comprehensive Social Security Assistance (CSSA) are not eligible to apply for Items 01 to 03 through the school.

Note 3 : The exact terms, criteria, and details of the above subsidy schemes are strictly subject to the official announcements made by their respective organizing authorities.

IT Assistant (ITA) Training (Applicable to S.1 to S.5)

Attachment 11a

Date	Time	Venue	Target Audience
11 th September (Fri)	4:00 p.m. – 4:50 p.m.	Room 604	S.1 to S.5 ITA (Parents of selected class representatives will be notified via a separate parents' notice)

Saturday Student Growth Activity Day (Applicable to S.2 to S.4)

Attachment 11b

Date	Time	Venue	Form
3 rd October (Sat)	9:00 a.m.-12:00 noon	Respective Classrooms	S.4
10 th October (Sat)	9:00 a.m.-12:00 noon	Respective Classrooms	S.3
17 th October (Sat)	9:00 a.m.-12:00 noon	Respective Classrooms	S.2

Students are required to wear proper school sportswear on the activity day. All classes must assemble in their respective classrooms at 8:45 a.m. for roll call by their class teachers.

Form 4 Special Event – Mind Weighing Machine

Attachment 11c

Date	Time	Venue	Target Audience
25 th September (Fri)	1:45 p.m.-3:45 p.m. (FA Time)	Respective Classrooms	All S.4 students

Distribution Arrangements for Parents' Notices

Attachment 11d

Type of Notice	Distribution & Reply Protocol
Paper-based Notice	Parents must physically sign the reply slip and ask their child to return it to the class teacher.
Electronic Notice	Parents may sign the digital notice directly via the eClass Parent App to acknowledge receipt.

Remarks:

1. All school notices will be uploaded to the official school website. Parents can also review all issued notices at any time via the eClass Parent App.
2. Parents of S.2 to S.6 students may continue using their existing eClass Parent App and login credentials. There is no need to re-install the application or re-login.
3. Parents of newly admitted S.1 and transfer students will receive an official login account letter on the first day of the school term. This letter will contain their unique account username and password. New parents can find step-by-step guidance on installation and login procedures by visiting the "Latest News" section on the school website (www.lss.edu.hk).

LSS Life Education Classes (September)

1. Date : 4/9/2026 (A5)

Form	S.1	S.2	S.3	S.4	S.5	S.6
Activity	Religious Education Day	Get Set Goal (Chapter 1)	Get Set Goal (Chapter 1)	Get Set Goal (Chapter 1)	Get Set Goal (Chapter 1)	Get Set Goal (Chapter 1)
Duration	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.
Venue	Truth Lutheran Church	Classroom	Classroom	Classroom	Classroom	Classroom
Arrival Time	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.
Dismissal Time	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.

2. Date : 11/9/2026 (B5)

Form	S.1	S.2	S.3	S.4	S.5	S.6
Activity	Reading Lesson	Technology Education	Activity by Social Workers Or Class Teacher Period	Mental Health Literacy Course	Class Teacher Period	HKDSE Mock Release
Duration	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1) 1:45 p.m.- 2:45 p.m. 2) 2:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 4:45 p.m.
Venue	Classroom or Library	Classroom	1) Classroom 2) Classroom	Classroom	Classroom	Hall
Arrival Time	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.
Dismissal Time	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	4:45 p.m.

3. Date : 18/9/2026 (A5)

Form	S.1	S.2	S.3	S.4	S.5	S.6
Activity	Activity by Social Workers Or Class Teacher Period	Discipline Activity	Technology Education	Mental Health Literacy Course	Unique Goal Project	Class Teacher Period
Duration	1) 1:45 p.m.- 2:45 p.m. 2) 2:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.
Venue	1) Classroom 2) Classroom	Classroom	Classroom	Classroom	Hall	Classroom
Arrival Time	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.
Dismissal Time	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.

4. Date : 25/9/2026 (B5)

Form	S.1	S.2	S.3	S.4	S.5	S.6
Activity	PRE TIM CAMP	Technology Education	Cross-subject STEAM Curriculum – PROJECT SPACE	Activity by Social Workers Or Class Teacher Period	Get Set Goal (Chapter 2)	Get Set Goal (Chapter 2)
Duration	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1) 1:45 p.m.- 2:45 p.m. 2) 2:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.	1:45 p.m.- 3:45 p.m.
Venue	Hall	Classroom	Classroom	1) Classroom 2) Classroom	Classroom	Classroom
Arrival Time	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.	1:45 p.m.
Dismissal Time	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.