

陳樹渠紀念中學
Chan Shu Kui Memorial School

回 條

敬覆者：有關 貴校下列通告內容，業已知悉，並會與學校合作，叮囑敝子弟嚴格遵行各項事宜。

學校通告編號	派發級別	標題
S17/18-005	中一至中六	「CSKMS 家校通」流動應用程式
S17/18-006	中一至中五	有關體育課事宜
S17/18-007		升級標準
S17/18-008	中一至中六	學校書簿津貼／學生車船津貼計劃／上網費津貼計劃
S17/18-009		獎學金及助學金計劃
S17/18-010		有關手提電話事宜
S17/18-011		香港賽馬會全方位學習基金 家長／監護人接受資助同意書
S17/18-012		教務組~獎勵計劃
S17/18-013		處理違規學生措施
S17/18-014	中四及中五	中四及中五級「其他學習經歷」課程費用
S17/18-015	中一至中六	自動轉帳繳交學費

此致

陳樹渠紀念中學校長

學生姓名：_____ 家長姓名：_____

班 別：_____ 班 號：_____ 簽 署：_____

2017 年_____月_____日

請於 2017 年 9 月 5 日或以前透過「家校通系統」回覆，以便辦理及備案。

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18-005 ~ 015
To: All Parents

1 September 2017

Circulars

I have read the following circulars and understand the matters concerned.

Circular No.	Students Concerned	Title
S17/18-005	Form 1 to Form 6	'CSKMS SCHOOL COMM' Mobile App
S17/18-006	Form 1 to Form 5	Matters Regarding Physical Education Lessons
S17/18-007		Promotion Criteria
S17/18-008	Form 1 to Form 6	The School Textbook Assistance (TA) Scheme/The Student Travel Subsidy (STS) Scheme/ The Subsidy Scheme for Internet Access Charges (SIA)
S17/18-009		Scholarships and Grants Scheme
S17/18-010		The Use of Mobile Phones
S17/18-011		The Hong Kong Jockey club Life-wide Learning Fund Parents'/Guardians' Fund Acceptance Statement
S17/18-012		Academic Committee-Award Programmes
S17/18-013		Disciplinary Measures for Students
S17/18-014	Form 4 and Form 5	Fee for Other Learning Experiences (S4 & S5)
S17/18-015	Form 1 to Form 6	School Fees Payment via AutoPay

Name of student: _____

Name of parent: _____

Class: _____

Class no.: _____

Signature: _____

Date: _____

Please reply to this circular through "School Comm System" on or before **5 September 2017**.

陳樹渠紀念中學
家校通系統 SCHOOL COMM
使用手冊

A. 登入資料

學生登入名稱：S+年份+班別班號 例：S1718F1A01

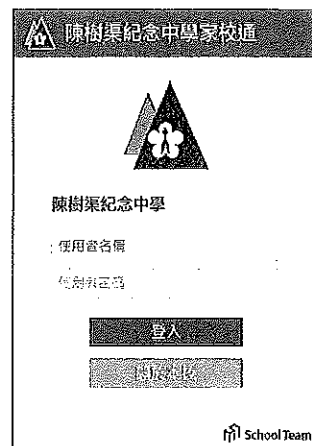
學生登入密碼：學生的身分證中間 6 個數字

家長登入名稱：P+年份+班別班號 例：P1718F1A01

家長登入密碼：學生的身分證中間 6 個數字，建議第一次登入後更改。

備註：

- 請家長於第一次登入時更改密碼。
- 使用此程式時，只需登入一次，除非重新安裝該程式或手機系統，否則毋須每次登入。
- 如家長忘記帳號密碼，可致電予校務處重新申請密碼，學校將會透過班主任通知家長新密碼。



B. 安裝程式

iOS 平台

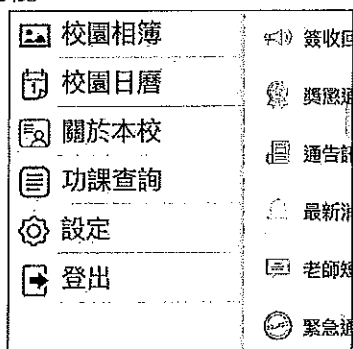
1. 進入 APP STORE，並搜尋「CSKMS」。
2. 找到「陳樹渠紀念中學家校通」程式後，按「取得」按鈕並安裝。
3. 由於此程式預設只為 iPhone 而設，所以當透過 iPad 找尋此程式，需把「只限 iPad」改為「只限 iPhone」才會出現該程式。當找到該程式後，便可進行安裝及開啓，與上文相同。

Android 平台

1. 進入 GOOGLE PLAY STORE，並搜尋「CSKMS」。
2. 找到「陳樹渠紀念中學家校通」程式後，按「安裝」按鈕，再按「接受」按鈕。

C. 系統功能介面

包括智能手機 App、平板電腦 App，另外有網頁版本 (<http://cskms.schoolweb.hk/>)。網頁版本只有訊息功能。



登入後會預設先進入「訊息」功能，App 版本按左上方的校徽可看到其它功能。

「訊息」包括以下六種：

C1. 簽收回條

等同於一般回條，家長須選取「簽署 Signature」及輸入密碼作確認，或回答問題，例如出席與否。

請注意，一經回答，將不能修改答案。

C2. 獎懲通知

相等於缺點信，優點信，家長須選取「簽署 Signature」及輸入密碼作確認。

即日留堂通知亦會經此處發放，毋須簽名。

C3. 通告訊息：家長詳閱知悉後便可毋須簽名。

C4. 最新消息：學校最新消息，例如特別事項的資料等。

C5. 老師短訊：由老師發放予學生或家長的訊息。

C6. 緊急通知：學校緊急通知，例如重要突發事件。

D. 其他功能

D1. 出席紀錄：家長可於此查看學生的八達通拍卡紀錄(只會記錄上學和放學)出席紀錄每天更新時間為早上九時及下午四時半。

D2. 校園相簿：家長可於此查看不同活動的精彩照片。

D3. 校園日曆：家長可於此查看循環週以及各項學校活動。

D4. 關於本校：家長可於此查看本校的聯絡資料。

D5. 功課查詢：初中學生家長可於此查看學生的功課紀錄，每天更新時間約為下午四時四十分。

D6. 設定：家長可於此自訂界面語言、通知設定以及更改密碼等事項。

D7. 登出：系統預設登入後不需每次重新登入，如家長已完成使用此應用程式，請緊記登出。

CHAN SHU KUI MEMORIAL SCHOOL

SCHOOL COMM

USER GUIDE

A. Login In

Login ID of student : S+Year+Class+ClassNo e.g. : S1718F1A01

Password : The second to seventh digit of the HKID number of the student.

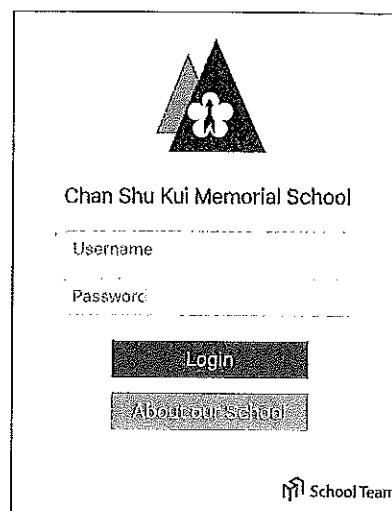
Login ID of Parent : P+Year+Class+ClassNo e.g. : P1718F1A01

Password : The second to seventh digit of the HKID number of the student.

Parents are highly recommended to change the password word upon first login.

Remarks:

- Parents should change the password upon first login.
- It is not necessary to re-login to this app unless you have reinstalled the program or the smart phone system.
- If parents have forgot the password, please contact the school office (Tel: 2380 0241) to re-apply for a new password, which will be released by the class teacher of the student.



B. Installation

iOS Platform

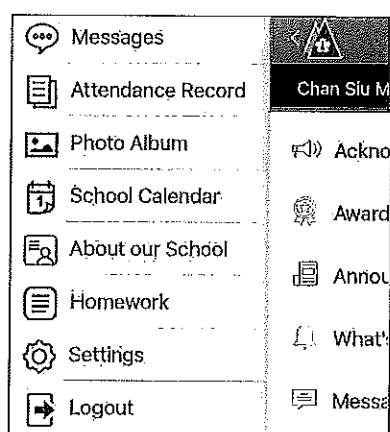
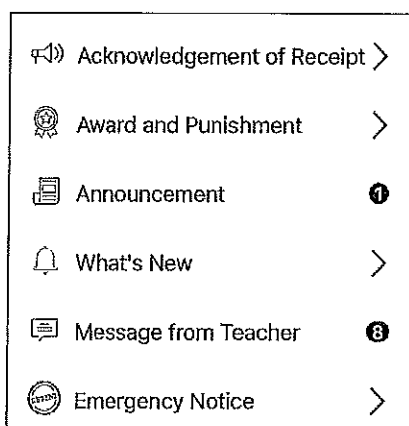
1. Search "CSKMS" in APP STORE.
2. When the app 「CSKMS School Comm」 is found, tap the "Get" button and install.
3. Since the default setting of this app is only for iPhone, when using an iPad, you should change the option from "for iPad only" to "for iPhone only".

Android Platform

1. Search "CSKMS" in GOOGLE PLAY STORE.
2. When the app "CSKMS School Comm" is found, tap the "install" button and then choose "accept".

C. System Interface

The system has three versions – smartphone、tablet and webpage version (<http://cskms.schoolweb.hk/>). The webpage version has "Messages" function only.



The first function shown is "Messages". For the app version of the system, you can tap on the school badge in the upper left corner, the other functions like "Attendance Record", "School Calendar" will be shown.

The Function " Message " includes:

- C1. Receipt School circulars
Notice to parent. Parent's reply is required. Parents can choose "Signature" and enter the password to acknowledge the receipt of messages or sign up for events. Please note that no amendments are allowed once the reply is submitted.
- C2. Award and Punishment
Notice to parent on awards and punishment of the student. Parent's reply is required.
- C3. Announcement
Notice to parent. Parent's reply is not required.
- C4. What's New
School news, such as information for special school events.
- C5. Message From Teacher
Issued to individual students or parents by teachers.
- C6. Emergency Notice
School emergency notifications, such as special arrangement under bad weather.

D. Other functions

- D1. Attendance record
Parents can read the In & Out record of student.
(Attendance record will be updated at 9:00 am and 4:30 pm every day.)
- D2. Photo Album
Parents can view the photos of different school activities.
- D3. School Calendar
Parents can check the school cycle days and different activities.
- D4. About our School
Parents can find the contact information of our school.
- D5. Homework
Parents of F1 – F3 students can find the homework record here.
(Homework records will be updated at around 4:40 pm every day.)
- D6. Setting
Parents can change the settings here, such as language, notification and password etc.
- D7. Logout
Please remember to logout every time.

- END -

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號：S17/18 -006

有關體育課事宜

敬啟者：本校強調全人教育，體育科是課程的一部份，中一至中五學生均須上體育課。如 貴子弟患有任何疾病，根據醫生的判斷需要暫時或長期豁免上體育課，敬請向本校提出申請，並附上註冊醫生證明書。若發現 貴子弟健康狀況有任何改變，祈請立即通知校方。

至於體育服方面，為學生訂購時，請 貴家長留意，款式及顏色須符合學校的規定（請參閱學校手冊及網頁 www.cskms.edu.hk \常用連結\校服式樣），並請留意下列各項：

1. 標準夏季體育服包括短袖 T 恤及運動長褲，運動短褲只限上體育課時穿著；
2. 標準冬季體育服包括短袖 T 恤、運動長褲及運動外套，運動短褲只限上體育課時穿著；
3. 學生只准在上體育課當天穿著體育服回校，其他上課日子必須穿著整齊校服（參加指定的課外活動除外）。

另外，為讓學生可在正規的籃球場、排球場及足球場學習相關的球類運動技巧，以及有較寬廣的空間進行各樣體育活動和比賽，本校體育科向來因應課程的需要，使用學校操場或預訂康文署轄下可供全港學校借用的花墟球場作為體育課的上課場地。

如有查詢，請致電 2380 0241 與本校體育科周楚孝主任聯絡。

此致

貴家長



招祥麟

校長 招祥麟博士 啟

2017 年 9 月 1 日

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18 – 006
To: All Parents

1 September 2016

Matters Regarding Physical Education Lessons

Our School places great emphasis on students' whole person development. With Physical Education lesson being an important part of this, all F.1 to F.5 students must attend regular P.E. lessons. If your child has any illnesses or injuries that, according to his / her doctor's diagnosis, prevent him / her from attending the lessons, please apply for exemption with the doctor's certificate. If your child's health condition changes in any time during the year, please inform the School immediately.

Regarding students' P.E. uniform, please pay attention to the style and colour as specified in the student handbook or on the school website when you order P.E. uniform for your child.

(<http://www.cskms.edu.hk/info/UniformWEB/UniformFrameset.htm>). Please note the following:

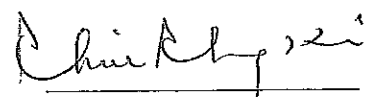
1. Summer P.E. uniform includes a short-sleeved T-shirt and a pair of track pants. P.E. shorts can only be worn during P.E. lesson.
2. Winter P.E. uniform includes a short-sleeved T-shirt, a pair of track pants and a jacket. P.E. shorts can only be worn during P.E. lesson.
3. P.E. uniform can only be worn on the days students have P.E. lesson, or on the days students have special extra-curricular activities. Proper uniform must be worn on all other days.

To ensure that students have the opportunity to learn the skills of different ball games in full-size courts and have more space for different sport activities and competitions, the School may use the School playground or the playground in Fa Hui Park for P.E. lessons.

For enquires, parents are welcome to contact Mr. CHOW Chor Hau, the Head of Physical Education Department, at 2380-0241.

Thank you very much for your attention.




Dr. CHIU Cheung Ki
Principal

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號：S17/18-007

升級標準

敬啟者：新學年剛開始，為鼓勵同學及早訂定學習計劃，努力向上，特將升級標準詳列如下，懇請 貴家長從旁多加勉勵。

中一至中三	中四及中五
<p><u>中文班：</u></p> <ul style="list-style-type: none">- 中、英、數其中兩科必須合格 及- 平均分必須合格 及- 操行達 B- 或以上 <p><u>英文班：</u></p> <ul style="list-style-type: none">- 英文科必須合格 及- 中文及數學其中一科必須合格 及- 平均分必須合格 及- 操行達 B- 或以上	<ul style="list-style-type: none">- 四科合格（核心科目+選修科目） 及- 平均分必須合格 及- 操行達 B- 或以上
<p><u>備註：</u></p> <ol style="list-style-type: none">1. 中一至中三合格分數為 50 分，100 分滿分；中四至中五合格分數為 40 分，100 分滿分。2. 成績未達升級標準之學生，校方將安排補課或重考。3. 本校新高中課程規定學生在中四及中五時必須修讀中、英、數及通識四個核心科目，另加最少兩個選修科目。4. 學生必須依時完成各項課業並準時繳交。如 貴子弟欠交功課，將影響操行評級，並且必須即日留校完成方可離校。	

盼 貴家長督促 貴子弟勤奮向學，恪守校規，以符合上述要求。如有疑問，請致電 2380 0241 與教務組聯絡。

此致
貴家長



招祥麒

校長 招祥麒博士 啟

2017 年 9 月 1 日

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18-007
To: All Parents

Date: 1 September 2017

Promotion Criteria

In order to encourage students to strive for the best in their studies and set up their study plan at the beginning of the school year, the promotion criteria are listed as follows:

Form One to Three	Form Four and Five
CMI Classes <ul style="list-style-type: none">- Obtain a pass in at least two of the following: Chinese Language, English Language or Mathematics <u>AND</u>- Obtain a pass in overall Average Mark <u>AND</u>- Obtain B- or above in Conduct EMI Classes <ul style="list-style-type: none">- Obtain a pass in English Language <u>AND</u>- Obtain a pass in Chinese or Mathematics <u>AND</u>- Pass in overall Average Mark <u>AND</u>- Obtain B- or above in Conduct	<ul style="list-style-type: none">- Obtain a pass in any four subjects (Core + Electives) <u>AND</u>- Obtain a pass in overall Average Mark <u>AND</u>- Obtain B- or above in Conduct
<ol style="list-style-type: none">1. The full mark for all subjects is 100. The passing mark of each subject is 50 for Form One to Three students and 40 for Form Four and Five students.2. Remedial class or re-examinations will be arranged for students who fail to meet the above criteria.3. Form Four and Five students are required to take Chinese Language, English Language, Mathematics, Liberal Studies and at least two elective subjects under the New Senior Secondary Curriculum.4. Students are required to hand in their assignments on time. Students' conduct grade will be affected if they fail to do so. These students are also required to finish their assignments before leaving the school.	

It is hoped that students will abide by the school rules and work hard to meet the above criteria. For any enquiries, please contact the Academic Committee at 2380 0241.



Dr. CHIU Cheung Ki
Principal

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告：S17/18-008

學校書簿津貼／學生車船津貼計劃／上網費津貼計劃

敬啓者：「在職家庭及學生資助辦事處」現正接受「學校書簿津貼計劃／學生車船津貼計劃／上網費津貼計劃」之申請。詳情請參閱學生資助辦事處的網頁

<http://www.wfsfaa.gov.hk/sfo>。

以下各項，敬請 貴家長留意：

- (一) 本校學生可申請學校書簿津貼／學生車船津貼計劃／上網費津貼計劃。
- (二) 第一次申請的家庭，請盡快著 貴子弟到校務處領取申請表格。
- (三) 如非新申請者，收到由「在職家庭及學生資助辦事處」發出之「資格證明書」，請於 9月7日前填妥並交回校務處。暫未收到「資格證明書」者，應於收到後盡快填妥交回校務處。

如有疑問，請向校務處職員查詢，或致電 8226 7067 與學生資助辦事處聯絡。

此致

貴家長



招祥麟

校長 招祥麟博士 啓

2017 年 9 月 1 日

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18-008

1 September 2017

To: All Parents

The School Textbook Assistance (TA) Scheme / The Student Travel Subsidy (STS) Scheme / The Subsidy Scheme for Internet Access Charges(SIA)

Background

The Working Family and Student Financial Assistance Agency is now accepting applications for 'The School Textbook Assistance (TA) Scheme/The Student Travel Subsidy (STS) Scheme/ The Subsidy Scheme for Internet Access Charges (SIA)'. For more information, please visit the website of the Student Finance Office <http://www.wfsfaa.gov.hk/sfo>.

Important points to note:

1. Our students can apply for 'The School Textbook Assistance (TA) Scheme / The Student Travel Subsidy (STS) Scheme/ The Subsidy Scheme for Internet Access Charges (SIA)'.
2. Families who apply for financial assistance for the first time should ask your child to obtain the application form from our school office as soon as possible.
3. Families who are already receiving financial assistance should receive an 'Eligibility Certificate' from Working Family and Student Financial Assistance Agency. Please fill in the form and submit it to our school office on or before 7th September, 2016. For those who have not received the 'Eligibility Certificate', please fill in the form and submit it to the school office once you have received it.

Applicants who have any enquiries concerning the application procedures may contact our office staff at 2380 0241 or the Student Finance Office at 8226 7067.

Thank you very much for your attention.



Dr. CHIU Cheung Ki
Principal

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號：S17/18-009

獎學金及助學金計劃

敬啟者：本校每年均預留至少百分之十的學費收入，撥入「陳樹渠獎學金」獎勵學生；另設有「陳樹渠助學金」(學費減免)計劃，資助有需要的學生減免學費及參與課外活動。詳情如下：

「陳樹渠獎學金」

中一至中五級（每班一名），學生於下學期平均分與上學期平均分比較，進步最大者將獲頒獎學金 HK\$500。（頒獎禮於新學年開學日早會上舉行）

「陳樹渠助學金(學費減免)」

助學金供家庭經濟困難的學生申請。學校會參考「學生資助辦事處」的評估方法(包括家庭入息限額等)，以決定資助資格及幅度(「1/5 減免」至「全免」)；特殊情況，則酌情處理。

學費減免申請手續

學生可到校務處索取申請表格，填妥後連同以下文件交回校務處：

- 1) 「學生資助辦事處」發出之資格證明書副本。或
- 2) 綜合社會保障援助受助人醫療費用豁免證明書副本。或
- 3) 家庭每月平均收支明細表。

學校將個別通知學生申請結果及資助詳情。

此致
貴家長



招祥麒

校長 招祥麒博士 啟

2017 年 9 月 1 日

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18-009

1 September 2017

To: All Parents

Scholarships and Grants Scheme

Every year, our school allocates a minimum of 10% of the tuition fee to the 'Chan Shu Kui Scholarships' to award students; The Chan Shu Kui Grants (Tuition Fee Remission) Scheme is also established to subsidise the tuition fees and extra-curricular activities of financially disadvantaged students. Details are as follows:

Chan Shu Kui Scholarships

One student from each class from F.1 to F.5 who shows the greatest improvement in average score will be awarded a scholarship of HK\$500. (The award ceremony will be conducted during the morning assembly on the first day of the new school year.)

Chan Shu Kui Grants (Tuition Fee Remission)

Grants are established for students from families with financial difficulties. With reference to the evaluation mechanism of the Student Financial Assistance Agency, the School will assess the eligibility of applicants and the level of assistance they should receive (from '1/5 Remission' to 'Full Remission'). Our school may exercise discretion in special circumstances.

Application Procedures for Tuition Fee Remission

Students can obtain application forms from the school office. Completed forms should be submitted to the school office together with the following documents:

- 1) Copies of documents showing eligibility for financial assistance issued by the Student Financial Assistance Agency. OR
- 2) Copies of certificate of Comprehensive Social Security Assistance recipients (for Medical Waivers). OR
- 3) A list of household monthly income and expenditure

The School will inform students of the application results and details individually.

Thank you very much for your attention.



Dr. CHI Cheung Ki
Principal

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號：S17/18-010

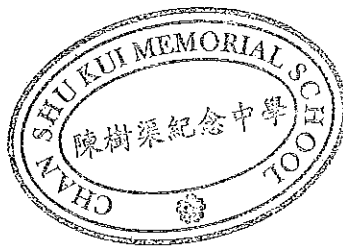
有關手提電話事宜

敬啟者：為培養專注學習的氣氛，校方不鼓勵學生攜帶手提電話回校，但體恤學生或需於放學離校後與家長／監護人聯絡，校方將因應個別情況，准許學生攜帶手提電話。家長如有需要，須填寫手冊內 37 頁「家長通知學校事項」一欄陳述理由。

此外，在任何情況下，學生在校內使用手提電話均屬違規行為，須記缺點一個，校方將保管該生的手提電話，直至家長到校取回。懇請 貴家長充分合作。

此致

貴家長



招祥麒

校長 招祥麒博士 啟

2017 年 9 月 1 日

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18-010
To: All Parents

1 September 2017


The Use of Mobile Phones

The use of mobile phones is not allowed in the school premises. In the event of emergencies, students may use the phone in the school office to contact their parents. Under special circumstances, students may be granted permission to bring their mobile phones to school. Parents must seek approval from the School by submitting a letter to the class teacher explaining why a mobile phone is needed.

The use of mobile phones is prohibited within the school campus at all times. Should students be found using their mobile phones in school, their phones will be confiscated and can only be retrieved by parents.

Thank you for your cooperation.




Dr. CHIU Cheung Ki
Principal

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號 : S17/18-011

School Circular No.

香港賽馬會全方位學習基金：家長／監護人接受資助同意書

The Hong Kong Jockey Club Life-wide Learning Fund : Parents' / Guardians' Fund Acceptance Statement

香港賽馬會全方位學習基金的設立，旨在為領取「綜合社會保障援助」（綜援）、「學生資助計劃全額津貼」（全津）、「學生資助計劃半額津貼」（半津）和其他經濟上有困難的學生提供資助，從而協助他們參與學校舉辦／認可的全方位學習活動。

"The Hong Kong Jockey Club Life-wide Learning Fund" (The Fund) has been rolled out to support students to participate in life-wide learning (LWL) activities organized or recognized by the School. The target students include those receiving "Comprehensive Social Security Assistance" (CSSA), full grant under School Textbook Assistance Scheme (STAS-Full), half grant under School Textbook Assistance Scheme (STAS-Half), or other financial support.

- ☐ 本人同意敝子弟接受上列基金的資助。現提供本人／學生的資料：（請在適當方格內加✓）
I agree to let my child accept The Fund. (Please tick "✓" the appropriate box in the following.)
 - ☐ 本人的家庭現正領取綜合社會保障援助。（如尚未繳交證明書副本，請務必把副本交到校務處）
My family is receiving "Comprehensive Social Security Assistance"(CSSA). (If the copy of certificate has not been submitted, please submit it to the general office.)
 - ☐ 學生現正領取學生資助計劃全額津貼
My child is receiving full grant under School Textbook Assistance Scheme (STAS-Full).
 - ☐ 學生現正領取學生資助計劃半額津貼。
My child is receiving half grant under School Textbook Assistance Scheme (STAS-Half).
 - ☐ 本人及家庭成員並不屬於上述類別，但有經濟困難。（請填寫背頁附件一）
My family and I am not receiving the above assistance, but we are financially needy. (Please complete appendix 1.)
- ☐ 敝子弟不需要接受上列基金的資助。
My child does not need The Fund.

備註：學校對家長／監護人所提供的資料會保密處理，以保障個人私隱。

Remark: Information provided by parents/ guardians will be kept confidential.

學生姓名：_____	家長姓名：_____
Name of Student	Name of Parent
班 別：_____ 班 號：_____	簽 署：_____
Class	Signature
	日期：_____
	Date

家庭每月平均收支明細表
Breakdown of Family Monthly Income and Expenditures

項目	金額
A. 家庭過去 12 個月的每月平均薪金收入(請附所有入息證明*) Average monthly household income in the last 12 months. (Please attach income proof.*)	
其他收入 (請註明) Other income (Please specify)	
1.	
2.	
3.	
小計 Sub-total : (A)	
*如未能提供入息證明，請說明原因 If proof of income is not provided, please specify reason. :	
B. 家庭過去 12 個月的每月平均支出 Average monthly household expenditure in the last 12 months.	
租金 / 按揭還款 Rent / Mortgage Installment	
水、電、煤、電話費等 Utilities	
交通費 Traveling	
餐費 Meals	
學費 School fee	
其他支出 (請註明) Other expenses (Please specify)	
1.	
2.	
3.	
小計 Sub-total : (B)	
家庭每月平均收支盈餘 / 不敷 (A) - (B) Family Monthly Surplus / Deficit (A) - (B)	

與申請人同住的其他家庭成員資料 Particulars of Family Members

姓名 Name :	年齡 Age :	關係 Relationship with student :	職業 Occupation :
1.			
2.			
3.			
4.			
5.			

備註 Remarks:

此明細表只供未能提供「學生資助辦事處資格證明書」或「綜合社會保障援助受助人醫療費用豁免證明書」之申請人使用。

Only those applicants who cannot provide either the Eligibility Certificate issued by the Working Family and Student Financial Assistance Agency or the Certificate of Comprehensive Social Security Assistance Recipients (for Medical Waivers) are required to submit this breakdown.

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號：S17/18-012

教務組 ～ 獎勵計劃

本校向來重視學生的學業表現，包括測驗及考試成績、上課學習態度、功課作業表現等，故特設下列獎項，鼓勵表現良好的學生：

1. 陳樹渠獎學金

中一至中五級（每班一名），學生於下學期考試平均分與上學期平均分比較，進步最大者將獲頒陳樹渠獎學金。（頒獎禮於新學年開學日早會上舉行）

2. 學業成績獎勵計劃

於期考成績表現卓越的學生（如每班第一名、每級第一名、每科第一名等）將獲頒發書券及獎狀以示獎勵。

3. 勤學獎

為鼓勵學生認真學習及準時繳交功課，特設「勤學獎」予全年從未遲交及欠交功課之學生。學生將獲記優點以示獎勵，並在其操行成績上顯示。

4. 學科獎勵計劃

學生在學科方面有良好表現，例如擔任科長、協助科務工作、測驗及功課成績優異等，經科任老師推薦，將獲記優點以示獎勵。

5. 傑出學生獎勵計劃

在學業或課外活動方面有傑出表現的學生，將安排校外考察活動作獎勵。

6. 學行進步獎

家教會將設獎項予學業成績及操行有顯著進步的學生。

7. 積極學習獎勵計劃（中一至中三）

為獎勵上課時表現積極、專心認真、主動發問及回答老師提問的學生，科任老師將在學生名單上蓋上印章以示獎勵。經每月統計一次，獲蓋最多印章的學生由教務主任審批頒發「每月之星」獎狀，並記錄在壁報板之「龍虎榜」上，全年獲三張獎狀以上學生將記優點一次，並記錄在成績表上。

8. 飲水思源計劃（中一至中三）

獲得優異成績的學生（考試成績名列首十名，學行俱佳），本校將致謝函予學生曾就讀的小學師長，以示表揚。

此致
貴家長



招祥麒

校長 招祥麒博士 啓

2017年9月1日

Academic Committee - Award Programmes

With the School's continuous emphasis on academic achievements including results in tests and exams, learning attitude in class as well as homework performance, the following awards will be bestowed to students with excellent performances.

1. Chan Shu Kui Scholarship

The Chan Shu Kui Scholarship will be awarded to F.1 – F.5 students (one in every class) who make the greatest improvement in their average exam scores in the second term compared with the first term.

2. Best Performer Scheme

Students with exceptional performance in exams (e.g. the best performer in every class, form or subject) will be awarded book vouchers and a certificate.

3. Diligence Award

To encourage a positive learning attitude and punctual homework submission, a good mark will be awarded to students who have no late homework submission at the end of the academic year.

4. Best Subject Performance Award

Students who show great academic accomplishments in exams and homework or take up duties as subject representatives will be nominated by their teachers and they will be awarded a good mark.

5. Outstanding Award

A valuable outing opportunity will be given to students who demonstrate excellent performance in extra-curricular activities.

6. Best Improved Award

The Parents and Teachers Association will present awards to students with significant improvement in both conduct and academic results.

7. Most Motivated Learner Award (F.1 – F.3)

Teachers will give stamps to students who are motivated and enthusiastic in class. Students who get the most stamps every month will be given a 'Star of the Month' certificate. A good mark will be given to students with three certificates or more at the end of the school year.

8. Proud-Of-You Scheme (F.1 – F.3)

The School will send a letter of appreciation to the primary school principals of students' alma mater to recognize the top ten achievers in F.1 – F.3

Thank you very much for your attention.



Dr. CHIU Cheung Ki
Principal

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號：S17/18 -013

處理違規學生措施

敬啟者：為使學生養成良好的習慣及培養正確價值觀，敬請家長督促 貴子弟遵守校規，包括在守時、校服儀容及依時完成功課等方面。

學生如有違規行為，本校將根據校規處理，並會安排 貴子弟於指定日期的放學時間參加自省班或勤學班。

如有查詢，請致電 2380 0241 與訓導主任聯絡。

此致
貴家長



招祥麒

校長 招祥麒博士 啟

2017 年 9 月 1 日

遲到		校服儀容違規	
累計 次數	處理方法	累計 次數	處理方法
3	班主任致電家長；發警告信	3	班主任致電家長；發警告信
4	開始即日自省室留堂	4	開始即日自省室留堂
5	記缺點一個；班主任約見家長	5	記缺點一個；班主任致電家長
10	記缺點一個；級訓導老師約見家長	10	記缺點一個；級訓導老師致電家長
15	記小過一個；訓導主任約見家長	15	記小過一個；訓導主任約見家長

欠交功課	
累計 次數	處理方法
1	開始即日留堂完成所欠功課
5	班主任致電家長；發警告信
10	記缺點一個；班主任致電家長
15	記缺點一個；教務組老師聯絡家長
20	記小過一個；教務主任約見家長

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18-013

Date: 1 September 2017

To: All Parents

Disciplinary Measures for Students

We aim to nurture our students' positive values and guide them to foster good habits. We appeal for your support in ensuring your child's compliance with the school rules and codes of conduct. Students should be punctual to school, comply with the school's uniform and appearance policy and submit assignments on time.

Students who violate the school rules will be required to attend Detention Class on a designated day after school.

For enquiries, parents are welcome to contact Discipline Masters at 2380 0241.

Thank you very much for your attention.



Chiu Cheung Ki

Dr. CHIU Cheung Ki
Principal

Lateness to school		Violating the school's uniform and appearance policy	
Number of records accumulated	Measures to be taken	Number of records accumulated	Measures to be taken
3	Class teacher will contact the parents concerned and a warning letter will be issued	3	Class teacher will contact the parents concerned and a warning letter will be issued
4	Students will be sent to Detention Class	4	Students will be sent to Detention Class
5	One bad mark will be recorded and the class teacher will meet the parents concerned	5	One bad mark will be recorded and the class teacher will contact the parents concerned
10	One bad mark will be recorded and the Form Discipline Coordinator will meet the parents concerned	10	One bad mark will be recorded and the Form Discipline Coordinator will contact the parents concerned
15	One minor demerit will be recorded. The Discipline Master will meet the parents concerned	15	One minor demerit will be recorded. The Discipline Master will meet the parents concerned

Non-submission of assignments	
Number of records accumulated	Measures to be taken
1	Students will be sent to Detention Class to complete the assignments
5	Class teacher will contact the parents concerned and a warning letter will be issued
10	One bad mark will be recorded and class teacher will contact the parents concerned
15	One bad mark will be recorded and teacher of Academic Committee will contact the parents concerned
20	One minor demerit will be recorded. The Head of Academic Committee will meet the parents concerned

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號：S17/18-014

中四及中五級 「其他學習經歷」課程費用

敬啟者：根據新高中課程，學校應為每位高中學生提供「其他學習經歷」，內容包括德育及公民教育、社會服務、與工作有關的經驗、藝術發展和體育發展，藉此建立學生正面的價值觀和人生態度、擴闊視野，培養終身興趣。

為豐富同學的「其他學習經歷」，本校會為學生舉辦參觀、講座和課程，以及邀請各類團體到校表演及舉辦活動，亦會配合活動印製教材。為減省按次收費的繁複工序，本校將收取每年每位學生港幣 160 元 的課程費用。

請 貴子弟於 2017 年 9 月 12 日前帶備已增值八達通到總務處繳交費用。如有查詢，請致電 2380 0241 與總務組張偉賢主任聯絡。

此致
貴家長



招祥麒

校長 招祥麒博士 啟

2017 年 9 月 1 日

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18-014

Date: 1 September 2017

To: Parents of S4 & S5 students

Fee for Other Learning Experiences (S4 & S5)

Other Learning Experiences is a compulsory part of the New Senior Secondary Curriculum which aims to help students develop positive values and attitudes, cultivate lifelong interests and widen their horizons. The curriculum covers Civil & Moral Education, Community Service, Career-Related Experiences, Aesthetic Development and Physical Development.

Our school provides a wide range of Other Learning Experiences, which includes visits, seminars, learning activities and performances, and external organisations will be invited to provide some of the above programmes. There is an annual fee of HK\$160 per student. The fee includes fees in organizing activities and production of learning materials for all programmes in the school year 2016-2017.

Students should bring their octopus card to make payment at the General Office before 12 September, 2017. For enquiries, please contact Mr. CHEUNG Wai Yin of the General Affairs Committee at 23800241.

Thank you very much for your attention.



Dr. CHIU Cheung Ki
Principal

陳樹渠紀念中學

Chan Shu Kui Memorial School

學校通告編號：S17/17-015

自動轉帳繳交學費

敬啟者：家長如選擇透過恆生銀行帳戶繳付學費，款項將於每月第5天，以自動轉帳形式支付。按照銀行規定，如在轉帳當天，帳戶存款不足，銀行會每次收取港幣150元手續費。為免繳付額外費用，請貴家長確保帳戶於每月轉帳日存有足夠款項。各級學費如下：

	每月轉帳款額	全年合共
中一級	\$70 (9-6月，共10期)	\$700
中二級	\$70 (9-6月，共10期)	\$700
中三級	\$70 (9-6月，共10期)	\$700
中四級	\$600 (9-6月，共10期)	\$6000
中五級	\$600 (9-6月，共10期)	\$6000
中六級	\$800 (9月，首期) \$1040 (10-2月，第2至6期)	\$6000

如有查詢，請致電 2380 0241 與會計部鄭小姐聯絡。

此致
貴家長



招祥麒

校長 招祥麒博士 啟

2017年9月1日

陳樹渠紀念中學

Chan Shu Kui Memorial School

School Circular No.: S17/18-015

1 September 2017

To: All Parents

School Fees Payment via AutoPay

If you have opted for settling school fees payment via Hang Seng Bank Autopay system, transactions will be processed on the fifth day of every month. According to the bank regulation, if there is insufficient balance in the bank account on the transaction date, a service charge of HK\$150 will apply. To avoid any additional charges, please make sure that there is sufficient deposit. School fees for each form are as follows:

	AutoPay transaction each month	Total
Form 1	\$70(September-June, 10 installments)	\$700
Form 2	\$70 (September-June, 10 installments)	\$700
Form 3	\$70 (September-June, 10 installments)	\$700
Form 4	\$600 (September-June, 10 installments)	\$6000
Form 5	\$600 (September-June, 10 installments)	\$6000
Form 6	\$800 (September, 1 st installment) \$1040(October-February, 2 nd -6 th installments)	\$6000

For enquiries, please contact Ms CHENG of the Accounting Department, at 2380 0241.

Thank you very much for your attention.



Dr. CHIU Cheung Ki
Principal