



Principal Letter and Notice to Parents (October)

26th September 2023

Dear Parents / Guardians,

Will you spend the "long weekend" entertaining or preparing the kids for their academic challenges? I love the lyric in "Beautiful Boy," one of Lennon's masterpieces: "Life is what happened to you while you're busy making other plans." Our working schedule is so demanding that it often drains us of our physical and spiritual strength. A break as a meaningful retreat with our beloved family is for another mile. When the disciples did all that Jesus commanded, they succeeded in their endeavors but were exhausted. Jesus cared for them and invited them to rest, too (Mark 6:31). The celebration of the Mid-Autumn festival does matter for Chinese families. I hope you have a warm family gathering at the festival. I always keep it in my prayers as I believe harmonious family relations are critical to nurturing our future leaders with a positive character. I especially wish our working parents could strive for a work-life balance and spare time to chat with our kids.

Neighbor Watch (鄰舍守望)

"Grow through the extension of love from self to the world" is our school motto. As mentioned in the previous year, we will organize a life-wide learning activity named "Neighbor Watch" during the week before the Easter holiday. The preliminary plans are as follows:

- | | | |
|-------------|---|--|
| F.1 | All kids participate in the Gospel camp prepared by our religious committee; | |
| F.2 | All kids participate in the growth camp prepared by our counseling committee; | |
| F.3 and F.4 | <u>Local Service Experience:</u> | <u>Overseas Service Experience:</u> |
| | <ul style="list-style-type: none">Care for the ElderlyCare for the Underprivileged KidsEnvironmental Protection under the seaArt Presentation for the CommunityForeign Missions for Local Service | <ul style="list-style-type: none">Japanese Cultural ExchangeCross-cultural inclusion in SingaporeIndonesian Service ExperienceCare for Aborigines in TaiwanServant Leadership in the GBA |
| F.5 | As the EDB requires, all kids will participate in the mainland exchange. | |

To deliver a clearer picture, we have arranged the first briefing session for S3 and S4 students and parents on the evening of 22nd September. As it is an important learning experience, students are not encouraged to excuse from the activities.

The Gospel Week

This year's Gospel Week will be held from 28th September to 5th October. On 23rd September, teachers, students, and collaborating organizations held the first prayer meeting. Gospel week activities include morning worship under the tree, gospel booths, book fairs, school-wide games, competitions, evangelistic rallies, and fellowship.

The Assessment for Learning

As the first mid-term test is approaching, I pray that our kids will conduct zealous preparation for the assessment. I often highlight in parents' talks that the assessment result is not everything. It is just a report that indicates the strategy for the next learning step. The kids' attitude toward challenges determines their success in the future. I invite parents to take a supportive role in children's learning. Don't focus too much on the result; encourage them to face challenges positively.

Feedback and Prayer Request

I would love to hear from you if you have any feedback regarding the above-mentioned issues, or if you have any prayer requests, please send an email to nhy@henrietta.edu.hk. I am looking forward to meeting you at the school events. May God bless your family.

Yours sincerely,
Mr. Kenneth H. Ng

校訓：信 愛 忠 誠



Henrietta Secondary School
Notice to Parents (October)

26th September 2023

Dear Parents / Guardians,

This letter is to inform you about our School’s operation, and your child’s life in school in order to facilitate our teaching and activities. Please read the following **seven** items:

- 1. Parent Handbook
- 2. Homework Policy
- 3. The Voluntary Optimisation of Class Structure Scheme and the Arrangement of Small Class Teaching in Senior Forms
- 4. 78th Anniversary Celebration - Thanksgiving Service (27/10/2023)
- 5. First Term Uniform Test (F.1 – F.3)
- 6. ePayment on eClass
- 7. Channels for Better Communication

Thank you for your kind attention.

Yours sincerely,

Kenneth H. NG
Mr Kenneth Ho-yin NG
Principal

Reply Slip

Student No.				
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Dear Principal,

I have been clearly informed of the above **seven** items listed in the Notice to Parents (October) and have told my son / daughter to take appropriate action.

Student Name: _____

Class: _____

Parent / Guardian’s Signature: _____

Date: _____

Henrietta Secondary School

Notice to Parents (October)

(1) Parent Handbook

No. 081 / 23

Parents are our important partners of nurturing our kids, and therefore the expectation towards them should be in alignment. We ought to work together for the better of the growth of our kids. In order to allow parents to understand the school life of their kids, we continue to have the “Parent Handbook” for this academic year, where the School Calendar, the Policy for Academic Affairs, the support from the parents, and also the tips / reminders for studying are listed etc. It is hoped that parents and the School can cooperate and guide our kids to strive harder and fulfill their academic requirements in loyalty and diligence.

Parents may check the “Parent Handbook” of 2023 – 2024 on the School Website: <http://henrietta.edu.hk/zh/>

(2) Homework Policy

No. 082 / 23

Our school puts emphasis on the importance of revision after classroom learning. Homework therefore serves a vital part of learning consolidation after school. All the homework must be submitted according to the assigned deadlines and requirements from the teachers. The daily assignments are collected by the subject leaders. The “Lists of Students who have not submitted the Assignments” are checked by the subject teachers. Parents will therefore receive a notification from our System.

For every 5 times of failing to submit assignments, students are required to attend a session of re-doing their work at 12:40 p.m. – 1:10 p.m. at Room 703. Students are asked to do revision and reflect on their learning methods and attitude. Parents will receive a Parents’ Letter if their kids are required to stay behind. For students who are absent from this “session of re-doing assignments”, they will be penalized and receive a demerit.

If the students have a record of 5 times of not submitting his / her assignments, he / she will be penalized with a demerit record. The Class teacher / subject teacher will contact the parents for communication when necessary. It is hoped that we can help the students together to devise proper learning methods.

(3) The Voluntary Optimisation of Class Structure Scheme and the Arrangements of Small Class Teaching in Senior Forms

No. 083 / 23

The School has completed the “Voluntary Optimisation of Class Structure Scheme”. This year, the Education Bureau has arranged 4 classes for F.1 – F.6. We have used extra resources in order to increase the interaction between the teachers and students. In the senior secondary forms, 5 classes are arranged for each form. The class structure of “444 555” is adopted with a total of 27 classes.

(4) 78th Anniversary Celebration – Thanksgiving Service (27/10/2023)

No. 084 / 23

Our School has been established for 78 years. The Thanksgiving Service is held at 10 a.m. on 27th October 2023 (Friday). All students need to come back at 9:30 a.m. and they will be dismissed at around 11:15 a.m. On the same day, there will be a workshop for F.6 students from 11:30 a.m. to 12:30 p.m. Please pay attention to the school arrangements for the day.

We will have our 78th Alumni Gathering on the same evening. Parents and students are very welcome to attend. Details will be announced in the Notice to Parents in due course.

(5) First Term Uniform Test (F.1 – F.3)

No. 085 / 23

Arrangement for the 1st Term UT:

The UT for F.1 and F.2 is held from 17th October (Tuesday) to 20th October (Friday). The UT for F.3 is held from 16th October (Monday) to 20th October (Friday). Parents may read the timetable carefully and shall remind the children to spend their time wisely on revision so as to meet their academic requirements.

F.1 and F.2 students are required to attend “After-school Revision Class (according to subjects)” in November or December if their results cannot meet the standard. Parents and students concerned will receive the “Notice to Parents” about the arrangement in due course.

Please read the following timetable carefully.

Form 1

Time	17 / 10 (Tue)	18 / 10 (Wed)	19 / 10 (Thur)	20 / 10 (Fri)
8:00 – 8:40	Morning Assembly / Announcement			
8:40 – 9:20	Integrated Science	Citizenship, Economics and Society	History	Geography
9:20 – 9:40	Recess			
9:40 – 10:10	Revision			
10:10 – 11:25	Mathematics	English Language (60 min)	Chinese Language	Chinese History (10:45a.m. ends)
				Living and Technology Activity (10:45a.m.-12:30p.m.)

Form 2

Time	17 / 10 (Tue)	18 / 10 (Wed)	19 / 10 (Thur)	20 / 10 (Fri)
8:00—8:40	Morning Assembly / Announcement			
8:40—9:20	Chinese History	History	Life and Society	Geography
9:20—9:40	Recess			
9:40—10:10	Revision			
10:10—11:25	English Language (60 min)	Chinese Language	Mathematics	Integrated Science (10:45a.m. ends)
				Talk on Career and Life Planning (11:00a.m.-1:00p.m.)

Form 3

Time	16 / 10 (Mon)	17 / 10 (Tue)	18 / 10 (Wed)	19 / 10 (Thur)	20 / 10 (Fri)
8:00—8:40	Morning Assembly / Announcement				
8:40—9:20	Chinese History	Geography	Physics	Chemistry	Biology
9:20—9:40	Recess				
9:40—10:10	Revision				
10:10—11:25	Chinese Language	English Language	Mathematics	Life and Society (10:45a.m. ends)	History (Exam ends at10:45a.m.)
					Talk on Career and Study (11:00a.m.-12:00p.m.)

Notes:

The test time allowed for Chinese Language, Mathematics and Form 3 English Language is 70 minutes. 60 minutes of test time applies to English Language for Form 1 and 2 students. Other subjects take 35 minutes each.

(6) ePayment on eClass

No. 086 / 23

Starting from this year, all school fees will be collected through the " ePayment on eClass " in conjunction with the "E-circular ". The school has decided to use "FPS" and "Alipay (HK)" as the main payment methods this year. One of the payment methods will be used starting from 2024/25. For the payment procedures, please refer to the information in the Parent Handbook.

(7) Channels for Better Communication

No. 087 / 23

To facilitate co-operation between parents and the school, please note the following channels for communication.

(A) Channels through which parents can express their opinions:

1. Writing to the Principal (Letters from the Suggestion Box in the School Office are directly collected by the Principal.)
2. Phoning or writing to the Principal
3. Reflecting your opinions to the committee members of the Parent-Teacher Association (PTA)
4. Phoning the school social worker
5. Phoning the class teacher or other subject teachers
6. Contacting the class teacher through "Notice to School from Parents" in the Student Handbook
7. Completing the "Parents' Opinions on Henrietta" questionnaires on Parents' Day
8. Writing an email to the school (E-mail: hss-mail@henrietta.edu.hk)

(B) Channels through which parents can learn about our School's main activities and development:

1. Checking student's records online to learn about your child's learning
2. Emergency notice through SMS and the eClass App instant messages
3. Emergency voice messages by our school's telephone system (if necessary)
4. Daily morning announcements, weekly assembly in the playground, school hall assemblies, school announcements, and the information screen at the front gate. You can ask your child about the School's notices of important activities and development through these channels
5. the School Calendar in the Student Handbook
6. School Events Calendar (with details like the current School's theme, assemblies, talks and exhibitions) distributed at the beginning of the school term
7. School Events Calendar on the notice board in each class
8. Monthly Notice to Parents and other parents' notices (e-circulars)
9. School Newsletter
10. "Notice to Parents from School" in the Student Handbook
11. School's website: <http://www.henrietta.edu.hk>



校長家書及家長通知書(十月份)

親愛的家長：

大家會如何渡過這個「長週末」假期？旅行娛樂還是為孩子準備迎接新挑戰？我喜歡約翰連儂其中一首傑作"*Beautiful Boy*"的歌詞："Life is what happened to you while you're busy making other plans." 我們平日工作繁重，體力和心力近乎耗盡。為了走更遠的路，我們是時候享受家庭同樂了。當門徒完成耶穌吩咐的工作，並取得成功，體力和心力卻同時耗盡。耶穌關心他們，同樣會邀請他們休息。(馬可福音 6:31)。中秋節是中國家庭的重要節日，盼望您和您們一家有個溫暖的中秋節聚會。我將您的家庭放在禱告裡，因為我相信和諧的家庭關係是培養未來領袖積極性格的關鍵。我特別盼望我們的在職家長能爭取工作與生活之間的平衡，安排時間與孩子閒聊。

鄰舍守望 (Neighbor Watch)

「愛及全球，把握成長機會」是我們對愛的演繹。正如去年提到，我們會在復活節假期前一個星期舉辦名為「鄰舍守望」的全方位學習活動。初步計劃如下：

中一	所有孩子參加我們宗教組所準備的福音營	
中二	所有孩子參加我們輔導組所準備的成長營	
中三及中四	本地服務體驗 <ul style="list-style-type: none">• 照顧長者• 關懷弱勢兒童• 海底環境保護• 社區藝術展示• 本地服事的外國宣教團	海外服務經驗 <ul style="list-style-type: none">• 日本文化交流• 新加坡跨文化共融• 印尼服務經驗• 關懷台灣原住民• 大灣區的僕人式領導
中五	按教育局要求，全級參與由公社科安排的內地考察活動	

為了讓孩子和家長更清楚活動的目的，我們在 9 月 22 日晚上安排了第一次簡報會。由於這是一次重要的學習經歷，我們不鼓勵學生缺席這些活動。

福音週

本年度福音週將於 9 月 28 日至 10 月 5 日舉行，9 月 23 日師生及協作機構舉行第一次祈禱會。福音週活動包括大樹下早上敬拜、福音攤位、書展、全校遊戲、比賽、佈道會及團契栽培。

學習評估

隨著第一次統測臨近，我祈禱孩子能積極為統測做準備。我常在家長講座中提到，測驗成績只是製定下一步學習的策略的工具。孩子面對挑戰時的態度才決定他們將來的成就。我鼓勵家長在孩子的學習上發揮支持作用，不過於看重測驗結果，反而鼓勵孩子在面對挑戰時表現出積極的態度。

交流與代禱

如對上述內容有任何意見或想法，或者有任何代禱事項，請發送電子郵件至 nhy@henrietta.edu.hk。熱切期待在學校活動中與你們見面，願上帝保守你們一家。

你的校長

吳浩然

2023 年 9 月 26 日



顯理中學

十月份 家長通知書

(一) 編製家長手冊

081 / 23 號

家長學校是重要的協作夥伴，家長和學校對子女和學生的願望是一致的。家校同心，共同努力幫助子女和學生成長。為了讓家長認識子女在學校生活的情況，本校繼續編製「家長手冊」，列出行事曆、教務政策、家長支援子女學習三部曲、讀書方法小貼士等等，希望家長與學校能夠充分配合，引導子女勤奮用功，盡忠完成學業的要求。

本校已將 2023—2024 《家長手冊》上載於學校網頁：<https://henrietta.edu.hk/zh/>

(二) 家課政策

082 / 23 號

本校非常注重學生於課堂學習後之溫習，家課為課後溫習及鞏固所學的重要一環。所有家課須按任課老師指定之日期及要求完成。每天須繳交的家課，將由科長點算。若有同學欠交，有關欠交名單經任課老師核實後，由同學輸入系統，系統便會自動發出通知給家長。

每累積滿五次欠交記錄之同學，須於下一周午膳時間：12:40 p.m.- 1:10 p.m. 到 703 室補做家課和溫習，並反省和針對改善，力求上進。凡須留校溫習的同學，將會另有家長信通知。若缺席溫習時段，而未能向老師提供合理原因，學生將被記缺點一次。

若學生經常欠交家課，凡於一個月內欠交家課次數達五次，便會被記缺點一次。班主任或老師亦會在適當時候聯絡家長，了解同學經常欠交家課之原因，一同商討改善策略。

(三) 自願優化班級結構計劃及高中開始進行小班教學

083 / 23 號

本校已完成自願優化班級結構計劃，學校今年度中一至中六級教育局編制每級四班，本校運用額外資源，增加教師與學生的互動，讓教師更有效地照顧學生。高中繼續進行小班教學，中四至中六級校本分為各 5 班，班級結構為「444 555」，合共 27 班。

(四) 校慶感恩崇拜

084 / 23 號

本校創校伊始，至今七十八週年。校慶感恩崇拜將於十月二十七日 (星期五)上午十時舉行。全體同學必須於當日上午九時三十分前回校參加，預計上午十一時十五分放學。校慶崇拜後，11:30am 至 12:30pm 為中六同學進行「一起走過文憑試的日子」工作坊，請中六家長注意當天放學安排。

當日晚上將舉行七十八週年「校慶校友會聯歡聚餐」，歡迎貴家長和同學報名參加。詳情另函通告。

有關本學年上學期之「統一測驗」安排：
中一、中二統測定於十月十七日(星期二)至十月二十日(星期五)，而中三級統測則定於十月十六日(星期一)至十月二十日(星期五)。請家長細閱時間表，並督促 貴子弟善用時間，留家溫習，盡力完成學業的要求。

中一、二級同學：凡統測成績不達標者，必須於 11 月份或 12 月份參與「課後溫習班(按科目)」，屆時將個別發出「家長通知書」，知會家長及相關學生。

以下為各級的統測時間表，敬請細閱及留意安排：

中一級

時間	17/10(二)	18/10(三)	19/10(四)	20/10(五)
8:00—8:40	早會 / 宣佈			
8:40—9:20	Integrated Science 綜合科學	Citizenship, Economics and Society 公民、經濟與社會	History 歷史	Geography 地理
9:20—9:40	小 息			
9:40—10:10	溫 習			
10:10—11:25	Mathematics 數學	English Language 英國語文 (60 min)	中文	中史 (10:45a.m.完結)
				生活與科技科活動 (10:45a.m.-12:30p.m.)

中二級

時間	17/10(二)	18/10(三)	19/10(四)	20/10(五)
8:00—8:40	早會 / 宣佈			
8:40—9:20	中國歷史	History 歷史	Life and Society 生活與社會	Geography 地理
9:20—9:40	小 息			
9:40—10:10	溫 習			
10:10—11:25	English Language 英國語文 (60 min)	中文	Mathematics 數學	Integrated Science 綜合科學 (10:45a.m.完結)
				生涯規劃講座 (11:00a.m.-1:00p.m.)

中三級

時間	16/10(一)	17/10(二)	18/10(三)	19/10(四)	20/10(五)
8:00—8:40	早會 / 宣佈				
8:40—9:20	中國歷史	Geography 地理	Physics 物理	Chemistry 化學	Biology 生物
9:20—9:40	小 息				
9:40—10:10	溫 習				
10:10—11:25	中文	English Language 英國語文	Mathematics 數學	Life and Society 生活與社會 (10:45a.m.完結)	History 歷史 (10:45a.m.完結)
					升學及就業講座 (11:00a.m.-12:00p.m.)

備註：
中文、數學及中三英文科的測驗時間為 70 分鐘，中一及中二英文科為 60 分鐘，其他科目的測驗時間為 35 分鐘。

(六) eClass 電子繳費

086 / 23 號

本學年開始，學校所有收費項目會於「eClass 即時電子繳費系統」配合「電子通告」收取。本學年為試行階段，校方決定以轉數快(FPS)和支付寶(香港) (AlipayHK) 作為主要繳費途徑。2024-2025 學年開始會選用其中一種繳費途徑。有關使用轉數快(FPS)及支付寶(香港) (AlipayHK)進行繳費的方法，可參閱家長手冊內有關電子繳費系統的資料。

(七) 溝通渠道

087 / 23 號

為加強家長與學校之合作，現詳列表達意見的渠道，俾瞭解學校活動和發展：

- (甲) 家長向學校表達意見的渠道：
1. 校務處設置學校意見箱，直接由校長收取信件

2. 致電或寫信給校長

3. 向家長教師會委員反映

4. 致電學校社工

5. 致電學校與班主任、老師

6. 透過手冊「家長通知學校事項」與班主任溝通

7. 於家長日填寫「家長對學校的意見」問卷

8. 學校電郵：hss-mail@henrietta.edu.hk

(乙) 家長得悉學校的重要活動和發展的渠道：

1. 透過網上查閱學生紀錄系統，了解學生在校學習情況
2. 透過校園短訊 (SMS) 及 eClass app 即時訊息，了解緊急事故
3. 如有需要，本校電話系統可播放緊急事故留言訊息
4. 學校透過每日早會，每星期一次的操場集隊、高低年級週會、校內廣播系統、校門資訊顯示板等將學校重要活動和發展通知學生，家長可直接向 貴子弟查詢
5. 學生手冊已列印全學年校曆表
6. 所有學生於學期初獲發全校行事曆，詳列全校主題、週會、講座及展覽等活動
7. 所有班別及校務處教務版張貼全校行事曆
8. 每月發出家長通知書及非定期家長通知書 (電子通告)
9. 學生報
10. 學生手冊「學校通知家長事項」
11. 學校網頁：<https://www.henrietta.edu.hk>