



30th March, 2021

Dear Parents / Guardians,

Class Arrangements After Easter Holiday

The Education Bureau (EDB) announced on 26th March that all schools will be allowed to arrange more students to return to campuses on a half-day basis in accordance with the school-based circumstances after the schools' Easter holidays, with the number of students capped at two-thirds of the schools' total number of students. Due to the upper population limit of students to return to school and our school will be used as an examination centre for the Hong Kong Diploma of Secondary Education Examination (HKDSE), classes on some days will be conducted online from 12th April to 3rd May. Please pay attention to the following class arrangements:

	S.1	S.2	S.3	S.4	S.5
12 th – 16 th April	Online Lessons	Face-to-face Lessons	Face-to-face Lessons	Face-to-face Lessons	Face-to-face Lessons
19 th – 23 rd April	Face-to-face Lessons	Online Lessons	Face-to-face Lessons	Face-to-face Lessons	Face-to-face Lessons
26 th – 30 th April & 3 rd May	Online Lessons	Online Lessons	Online Lessons	Online Lessons	Online Lessons

Class arrangements after 3rd May will be announced after taking into account the latest developments of the epidemic and the latest news by the EDB. Please pay attention to the following information:

1. Before going to school, students should take their temperature, fill in the temperature record sheet and get it signed by their parents.
2. Students should stay away from school, see a doctor immediately if a symptom (such as fever or respiratory tract infection) is detected and apply sick leaves in accordance with the leave procedures stated in the student handbook.
3. Students who are required to undergo a compulsory COVID-19 test and is/are still waiting for the test results, parents should notify the class teacher and the student should not return to school.
4. If a student / parent has been classified as a “close contact” of an infected person with COVID-19 by the Centre for Health Protection (CHP), parents should notify the school so that the school can take appropriate measures.
5. As soon as school is over, students are advised to return home immediately and review the lessons, and stay home and avoid going out as much as possible.
6. We should continue to put in place the preventive measures as the epidemic situation of COVID-19 remains severe. The EDB implements new policies from time to time, parents are advised to pay attention to the latest news by the EDB. The school will make appropriate arrangements according to the situation and will inform parents about the latest updates.

Thank you for your attention.

Yours faithfully,

Principal of Lock Tao Secondary School

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To: Principal

Reference No. : 075/20-21

Class Arrangements After Easter Holiday

I am the parent/guardian of (Class) _____ (Student Name) _____ (). I have acknowledged that I have read and understood the contents of the issue regarding the notice of “Class Arrangements After Easter Holiday”.

Name of parent / guardian : _____

Signature of parent / guardian : _____

Date : _____