

Annunciation Catholic Kindergarten
Notice on the Gradual Resumption of Face-to-Face Classes

Date: 17/2/2021

Dear Parents/Guardian,

In accordance with the Education Bureau's guidelines on the "Class Arrangements for Schools after Chinese New Year Holidays", the number of students attending classes at the same time slot daily will be capped at one-third of the total number of students of the morning/afternoon sessions. In line with social distancing measures, and to avoid the gathering of crowds, our kindergarten will arrange students from respective grades to return to school in groups from 22 February 2021 to 5 March 2021. Students will return to school two days per week. The 14-day cycle will progressively increase the time for face-to-face classes in a gradual and orderly manner, with our students' health, safety, and well-being as our priority. Before we are able to fully resume face-to-face classes, we will be preparing homework, tasks, and online video clips that match our student's learning themes and progress, so they can maintain a positive learning motivation and attitude at home.

To safeguard the health of our teachers and students, all of our staff have participated in the COVID-19 Targeted Group Testing Scheme launched by the EDB. Our campus has undergone a comprehensive cleaning operation on February 17, as we strive to provide a clean and hygienic learning environment for our students. We urge parents and students to continue observing good personal and household hygiene, and to maintain a lifestyle with a healthy diet and regular exercise routine to boost their immune system. Please stay at home as much as possible and avoid taking your child to crowded public places with poor ventilation.

Class Dates for the Next Two Weeks (22/2-5/3):

Date	Time	Class	Remark
		(Classes for the A/B groups will not be conducted in the same classroom, so as to ensure our cleaners have adequate time for cleaning up the premises)	
22/2 (Monday) 24/2 (Wednesday) and 1/3 (Monday) 3/3 (Wednesday)	8:45-10:15 AM	AK1B(A Group) AK2A(A Group) AK2C(A Group) AK3A(A Group)	*1.5 hours for each session 10-15 in a group
	10:45-12:15 AM	AK1A(B Group) AK2A(B Group) AK3A(B Group)	* Parents are to take their child's temperature, and record it in the record book before sending

	1:30-3:00 PM	PK1A(A Group) PK3A(A Group)	them to school; * Parents should pay attention for any text messages that inform them of their child's designated group;
	3:15-4:45 PM	PK3A(B Group)	
23/2 (Tuesday) 25/2 (Thursday) and 2/3 (Tuesday) 4/3 (Thursday)	8:45-10:15 AM	AK1A(A Group) AK2B(A Group) AK3B(A Group)	* Students are to come to school dressed neatly in their <u>winter sports attire</u> and with their name tag. They should also bring along their smart card.
	10:45-12:15 AM	AK1B(B Group) AK2B(B Group) AK3B(B Group)	
	1:30-3:00 PM	PK2A(A Group) PK3B(A Group)	
	3:15-4:45 PM	PK1A (B Group) PK2A (B Group)	

(a) Class Times

1. Students will be temporarily be required to attend classes twice a week.
2. Morning class A: 8:45 am to 10:15 am
Morning class B: 10:35 am to 12:15 pm
Afternoon class A: 1:30 pm to 3:00 pm
Afternoon class B: 3:15 pm to 4:45 pm

(b) Arrival & Dismissal

1. Arrival at School: In order to avoid the gathering of crowds, please refrain from arriving at school too early. Students should arrive 10 minutes before the start of class, and use the student smart cards to record their attendance.
2. After School Pick-Ups: To ensure the safety of the students, parents are required to pick up their child with the student's ID card. If you are unable to show a student ID card, please register your name and Hong Kong ID card number at the school office. If the student card is lost, please inform the school immediately and prepare a letter to apply for a new one (fees payable for card replacement: HK\$10).

(c) School Fees

1. Our school is participating in the "Free Quality Kindergarten Education Scheme" hence eligible students who have joined the scheme previously do not need to pay school fees for the current academic year. Our school will contact parents directly in the event of change or special circumstance).
2. Please note that if a student is absent from school for the whole month, He/ She will not be entitled to receive the fee subsidy for that month. The student will also be required to pay the full school fee. We will notify the parents accordingly upon the approval of the EDB

(d) The private bus service will contact parents shortly, regarding arrangement of services.

(e) If a student will be absent from school due to illness, their parents are to notify the

School's General Office by calling beforehand and filling in the leave application form in the student handbook.

- (f) Students who are absent from school for other reasons are to fill in the leave application form in the student handbook, or submit a leave application letter signed by the parents to notify the school in advance.
- (g) If there is adverse weather conditions, parents are to listen to the radio or television announcements for the latest information, and take into account their surrounding area's road conditions, before deciding on whether to take their child to school. Kindergarten students are not required to return to school when the No. 3 or No. 8 typhoon warning signal, or the red or black rainstorm warning signal is hoisted by the Hong Kong Observatory.
- (h) Tea Break
Due to the ongoing pandemic, the school will not serve any snacks or food items to students in February. As such, no snack fees will be charged for this month. Parents should prepare a bottle of drinking water for their child.
- (i) The arrangements for classes after March 5 will be announced at a later date. Please take note.

Please confirm your receipt of this notice by replying via SMS before February 22 (Monday).

If you have any enquiries about the above matters, please contact your child's on class teacher at 2490 7893. Lord Bless!

Best regards,



Ms Lo Man Fung
Principal

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