

Tuen Mun Catholic Secondary School
2022-2023 School Circular No. 10
(Suitable for F.2 students)

16th January, 2023

Dear parents and guardians,

Half-day lesson time on 18th Jan, Lunar New Year Holiday, Hall assembly, Arrangement of special exams, School Textbook Assistance Scheme, Travel Allowance and Subsidy for Internet Access Charges

Please refer to the following items:

1. Half-day lesson time:

A staff meeting will be held and a half-day lesson schedule is adopted. There will be 35 minutes in one session and a recess will follow after every two lessons. No lunchtime on that day and students will leave school at 1:35 p.m.

2. Lunar New Year Holiday

The lunar new year holiday will start from 23rd January to 31st January. Class will resume on 1st February (Wednesday, Day 3). Parents are advised to supervise your children to make good use of the time and keep a regular resting time. Parents should also pay attention to their children's activities during the festive moments.

3. Application for the special exam arrangements

There are two deadlines for the application throughout the whole academic year, so teaching staff will have adequate time to prepare for the arrangement. The deadline for the second term should be on 14th February. Parents who wish to help your children to apply for the arrangement should submit both the application letter and the relevant documents. If the application is over the due date, the exam arrangement will only be handled in the next academic year. Successful applicants will be given the arrangement throughout the same academic year, so re-application is not necessary in the same academic year. If parents decide to cancel the arrangement or some evaluation reports are renewed and the special exam arrangement is not feasible, the arrangement will be done in the next academic year.

4. Hall assembly

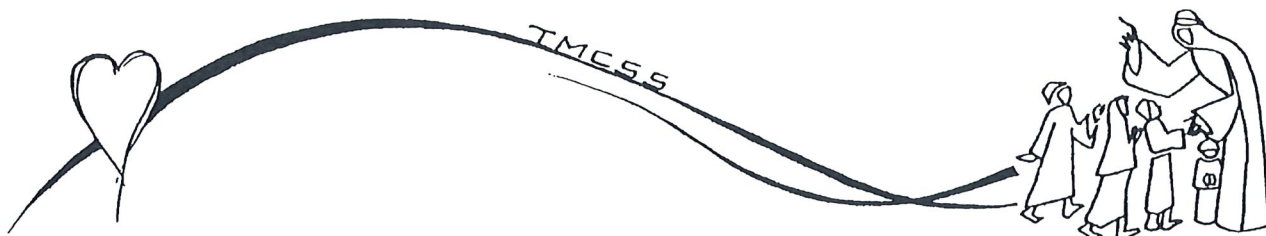
3rd Feb (Friday) Session 8: Reflection on the term exam

14th Feb (Tuesday) Session 8: The scheme on caring for the disadvantaged

5. School Textbook Assistance Scheme and Subsidy for Internet Access Charges

Eligible applicants who have submitted the application form for Student Financial Assistance Schemes and passed the mean test should have received the school textbook assistance, travel allowance and the subsidy for Internet Access Charges approved by the Student Finance Office. The amount should have been transferred to the applicant's account automatically from 28th to 30th December.

The transaction code is TXBGR and STA. Parents could confirm it with their bank passbooks or bank



statements. If you have any questions, please give a call to the Student Finance Office at 2802 2345. If your application is on 8th November or later or the application status is special, the result has not yet been released. Our school will inform parents on behalf of Student Financial Office if further bank transfer has been done. Besides, the authority will send text messages to eligible applicants. If the transfer is not done successfully, the authority will notify parents with a written document.

The deadline for the application is on or before 31st January or within one month after the confirmation letter has been sent (in accordance to the later one). If parents have received the confirmation letter, the letter should be sent to school within two weeks for the application. If parents have any more questions, you may give a call at 28022345 to the hotline of Working Family and Student Financial Assistance Agency.

Yours faithfully,

Siu Sze Chuen
Principal



Submission of the reply slip: 17th January, 2023

Student Name: _____

Class: _____

Class No.: _____

2022-2023 Reply Slip of the School Circular No. 10
(Suitable for F.2 students)

Dear Mr Siu,

I am well-informed with the above information.

Parent's signature: _____

Date: _____