SIR ELLIS KADOORIE SECONDARY SCHOOL (WEST KOWLOON)

No. 22 Hoi Fan Road, Tai Kok Tsui, West Kowloon, Kowloon.

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<u>**Parents' Letter No. 4**</u>

15 October 2019

Dear Parent/Guardian,

<u>**First Term Test**</u>

From 23 October 2019 to 5 November 2019 inclusive, apart from normal lessons, students will also be having their first term test on academic subjects. A copy of the <u>first term test timetable</u> for S1-S6 students is attached for your reference.   The marks obtained in all subjects will be taken into account as part of the Half-yearly Examination subject scores. **A report sheet will be issued to you at Parents' Night & AGM of PTA on 15 November 2019**.

Please note that students are not allowed to be absent from term tests without valid reasons.   If a student has to be absent for some official appointments, he/she must submit a written explanation from the parent, <u>together with</u> a copy of the supporting document (e.g. appointment letter from the Immigration Department), to seek approval from the Principal <u>prior to</u> the test.   If a student is absent due to sickness, a medical certificate issued by an approved medical practitioner must be submitted on the day of returning to school.   The student will be given zero mark for the subject(s) if he/she fails to produce a legitimate medical certificate or the supporting document as required.

Good academic results come from hard work.   Please supervise your child/ward to do his/her revision and be well-prepared for his/her tests.

Yours faithfully,

YEUNG KWONG Mong-ha
Principal

This Parents' Letter can be found on our school homepage (http://www.seksswk.edu.hk/) and eClass Parent App.

官立嘉道理爵士中學（西九龍）
二零一九至二零二零年度第四號家長信撮要(詳情請參閱英文版)

(一) <u>上學期測驗</u>

本校將於 2019 年 10 月 23 日至 11 月 5 日舉行上學期測驗。上學期的測驗成績會被計算在上學期考試成績之內，測驗時間表請參閱本通告的英文版。<u>**上學期測驗成績表將於 11 月 15 日舉行的家長晚會暨家長教師會周年大會派發。**</u>

所有學生必須依時應考，如因特別事故缺席，必須於<u>測驗之前</u>遞交家長信及證明文件向校長申請；學生如因病缺席，必須於回校上課首天提交醫生紙以茲證明，否則將被視為無故缺考，而無故缺考之科目將以「零分」計算。