



SIR ELLIS KADOORIE SECONDARY SCHOOL (WEST KOWLOON)

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Parents' Letter No. 3

2 October 2025

Dear Parents/Guardians,

Coursework Marks and ECA Club Meetings

Please be informed of the following matters:

1. Coursework Marks

In order to promote academic improvement and incorporate continuous assessment in learning, coursework marks are taken into account when assessing students' learning progress. Coursework marks constitute 20% of the total mark in both Half-yearly & Mock Examinations and Yearly Examination for all academic subjects. Please refer to the following table:

Distribution of Marks

Allocation of Marks	Half-yearly / Mock / Yearly Examinations
Coursework Marks <ul style="list-style-type: none">• Assignments & Quizzes (10%)• Classroom Performance & Attitude (10%)	20%
Term Tests & Examinations <ul style="list-style-type: none">• Term Test (10%)• Examinations (70%)	80%

Criteria for awarding marks to ASSIGNMENTS & QUIZZES are suggested as follows:

Assignments may include homework, class work, project work, presentations, etc.

Ratings	Descriptors
5	Always hands in assignments on time; produces work of excellent quality
4	Often hands in assignments; produces work of good quality
3	Sometimes hands in assignments; produces work of acceptable quality
2	Seldom hands in assignments; produces work of rather poor quality
1	Rarely hands in assignments in time; usually produces incomplete or unoriginal work
0	Never hands in any assignments despite much encouragement and constant reminders

For QUIZZES, individual subject teachers will award 0-5 marks based on students' performance in regular quizzes.

General criteria for awarding marks to CLASSROOM PERFORMANCE & ATTITUDE are suggested as follows:

- bringing textbooks, workbooks, necessary equipment to class, etc.
- learning attitude (e.g. attentiveness, diligence, willingness to learn)
- participating in class discussions/activities/projects, etc.
- behaviour in classroom and effort made during the term

Ratings	Descriptors
9-10	Excellent performance, pays full attention all the time, participates frequently in all classroom activities, extremely cooperative, very positive and motivated to learn, a model student in class
7-8	Highly motivated to learn, pays attention almost all the time, participates in classroom activities, cooperative and willing to learn
5-6	Pays attention most of the time, quite willing to participate in classroom activities and ready to learn
3-4	Sometimes pays attention, has to be reminded to participate in classroom activities, much encouragement is needed
1-2	Lacks concentration, has to be reminded all the time to settle down, quite disruptive and restless
0	Very short concentration span, never participates in classroom activities, disruptive, uncooperative and restless

2. Arrangement of the ECA Club Meetings in the First Term 2025/26

In order to enhance our students' holistic development, our school will organize various extra-curriculum activities. The ECA club meetings will be arranged from October to December 2025 as follows. Students should attend the meetings punctually according to the time-table below.

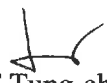
(*Uniform Teams meeting places: HK Air Cadet Corps (Rm 111), HK Red Cross (Rm 109) & Scout (in Library))

Date	Time	ECA Clubs & Venues						
2/10/25 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court						
3/10/25 (Friday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Cricket Club Cricket Net					
6/10/25 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club Rm 111	Cookery Club Rm 309		Badminton Club Hall			
8/10/25 (Wednesday)	3:45 p.m. to 4:45 p.m.	Art & Craft Club Room 210	Junior Police Call Covered Playground	Basketball Club Covered playground	Debate Club Rm 505			
9/10/25 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court	Drama Club Rm 402					
10/10/25 (Friday)	3:45 p.m. to 4:45 p.m.	Football Club Playground						
13/10/25 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club Rm 111	Maths Club Rm 105	Badminton Club Hall				
14/10/25 (Tuesday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Volleyball Club Volleyball Court	Science Club I.S. Lab (5 th Floor)	AI X STEAM Club Rm 109	Music Club Rm 209	English Club Rm 405	
15/10/25 (Wednesday)	3:45 p.m. to 4:45 p.m.	Art & Craft Club Room 210	Photography Club Rm 504	Junior Police Call Covered Playground	Basketball Club Covered playground	Debate Club Rm 505		
16/10/25 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court	Drama Club Rm 402					

17/10/25 (Friday)	3:45 p.m. to 4:45 p.m.	Football Club Playground						
22/10/25 (Wednesday)	3:45 p.m. to 4:45 p.m.	Art & Craft Club Room 210	Cookery Club Rm 309	Junior Police Call Covered Playground	Basketball Club Covered playground	Debate Club Rm 505		
30/10/25 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court						
31/10/25 (Friday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Cricket Club Cricket Net					
3/11/25 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club Rm 111	Drama Club Rm 402	Badminton Club Hall				
4/11/25 (Tuesday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Volleyball Club Volleyball Court	Science Club Science Lab(5/F)	AI X STEAM Club Rm 109	Chinese Ensemble Rm 203, 204,205,206	*Uniform Teams	Music Club Rm 209
5/11/25 (Wednesday)	3:45 p.m. to 4:45 p.m.	Art & Craft Club Room 210	Junior Police Call Covered Playground	Basketball Club Covered playground	Badminton Club Hall	Debate Club Rm 505		
6/11/25 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court						
7/11/25 (Friday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Cricket Club Cricket Net					
10/11/25 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club Rm 111	Badminton Club Hall					
11/11/25 (Tuesday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Volleyball Club Volleyball Court					
12/11/25 (Wednesday)	3:45 p.m. to 4:45 p.m.	Basketball Club Covered playground	Photography Club Rm504	Art & Craft Club Room 210				
13/11/25 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court	Drama Club Rm 402					
17/11/25 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club Rm 111	Cookery Club Rm 309					
20/11/25 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court	Drama Club Rm 402	English Club Rm 405				
21/11/25 (Friday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Maths Club Rm 105	Cricket Club Cricket Net				
24/11/25 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club Rm 111	Badminton Club Hall					
25/11/25 (Tuesday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Volleyball Club Volleyball Court	Chinese Ensemble Rm 203, 204,205,206	*Uniform Teams	Music Club Rm 209		

1/12/25 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club Rm 111	Badminton Club Hall					
2/12/25 (Tuesday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Volleyball Club Volleyball Court					
3/12/25 (Wednesday)	3:45 p.m. to 4:45 p.m.	Basketball Club Covered playground						
4/12/25 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court						
9/12/25 (Tuesday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Volleyball Club Volleyball Court	Photography Club Rm504	Cookery Club Rm 309			
10/12/2025 (Wednesday)	3:45 p.m. to 4:45 p.m.	Basketball Club Covered playground						
11/12/2025 (Thursday)	3:45 p.m. to 4:45 p.m.	Maths Club Rm 105	Volleyball Club Volleyball Court					
15/12/2025 (Monday)	3:45 p.m. to 4:45 p.m.	Dance Club Rm 111						
16/12/2025 (Tuesday)	3:45 p.m. to 4:45 p.m.	Football Club Playground	Volleyball Club Volleyball Court	Science Club Science Lab(5/F)	AI X STEAM Club Rm 109	Music Club Rm 209		
17/12/2025 (Wednesday)	3:45 p.m. to 4:45 p.m.	Basketball Club Covered playground	English Club Rm 405					
18/12/2025 (Thursday)	3:45 p.m. to 4:45 p.m.	Volleyball Club Volleyball Court						

Yours faithfully,


LEE Tung-ching
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）

二零二五至二零二六年度

第三號家長信撮要(詳情請參閱英文版)

2025 年 10 月 2 日

(1) 平時表現分

校方將會把學生平時表現分計算在考試成績之內，以鼓勵同學不斷力求上進及配合持續評估的教育理念。在上學期考試及學年考試中，平時分佔每科總成績的百分之二十。詳情臚列如下：

分數分配表

計分項目	上學期考試、中六模擬考試、學終年考試
平時分 <ul style="list-style-type: none">習作及小測 (10%)課堂表現及態度 (10%)	共 20%
考試分 <ul style="list-style-type: none">統一測驗 (10%)考試 (70%)	共 80%

習作及小測的評分準則如下：

習作包括家課、堂課、專題研習和口頭匯報等。

評級	指標
5	總是依時繳交習作且質素優良。
4	經常繳交習作且質素良好。
3	間中繳交習作且質素一般。
2	很少繳交習作且質素差劣。
1	極少繳交習作，而且所交習作尚未完成或有抄襲成份。
0	即使老師不斷鼓勵及提醒，從不繳交習作。

至於小測方面，科任老師會按學生在小測的表現給予 0-5 分。

課堂表現的評分準則如下：

- 是否帶齊課本、習作簿及文具上課。
- 學習態度是否表現積極（例如：專注度、勤奮、積極學習及願意嘗試等）。
- 在課堂上，是否積極參與討論、主動參加活動及製作專題研習報告。
- 在課堂內是否守法循規，力求上進。

評級	指標
9-10	表現優異、專注、積極參與課堂活動、態度合作正面及學習主動，是模範學生。
7-8	非常主動學習、專注度高、樂意參與課堂活動及表現合作。
5-6	經常表現專注、頗願意參與課堂活動。
3-4	間中欠專注、需要更多鼓勵和提醒才會參與課堂活動。
1-2	缺乏專注力、必須由老師提醒才能安定上課、偶有擾亂課堂秩序之行為。
0	只有短暫的專注力、從不參與課堂活動、表現不合作及經常擾亂課堂秩序。

(2) 課外活動學會上學期集會安排 2025/26

為促進學生的全面發展，學校舉辦多元化的課外活動。課外活動學會將於 2025 年 10 月至 12 月舉行，詳細安排請參閱下面圖表。學生須按以下時間準時出席。

(*制服團隊集合地點：香港航空青年團 (111 室)，香港紅十字會 (109 室)，童軍 (圖書館))

日期	時間	學會及集會地點						
2/10/25 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場						
3/10/25 (星期五)	3:45 p.m. – 4:45 p.m.	足球 操場	木球 木球場					
6/10/25 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 111 室	廚藝學會 309 室	羽毛球 禮堂				
8/10/25 (星期三)	3:45 p.m. – 4:45 p.m.	美術學會 210 室	少年警訊 有蓋操場	籃球 有蓋操場	辯論學會 505 室			
9/10/25 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場	戲劇學會 402 室					
10/10/25 (星期五)	3:45 p.m. – 4:45 p.m.	足球 操場						
13/10/25 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 111 室	數學學會 105 室		羽毛球 禮堂			
14/10/25 (星期二)	3:45 p.m. – 4:45 p.m.	足球 操場	排球 排球場	科學學會 5 樓 科學實驗室	AI X STEAM 學會 109 室	音樂學會 209 室	英文學會 405 室	
15/10/25 (星期三)	3:45 p.m. – 4:45 p.m.	美術學會 210 室	攝影學會 504 室	少年警訊 有蓋操場	籃球 有蓋操場	中文學會 午膳時間 506 室	辯論學會 505 室	
16/10/25 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場	戲劇學會 402 室					
17/10/25 (星期五)	3:45 p.m. – 4:45 p.m.	足球 操場						
22/10/25 (星期三)	3:45 p.m. – 4:45 p.m.	美術學會 210 室	廚藝學會 309 室	少年警訊 有蓋操場	籃球 有蓋操場	辯論學會 505 室		
30/10/25 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場						
31/10/25 (星期五)	3:45 p.m. – 4:45 p.m.	足球 操場	木球 木球場					
3/11/25 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 111 室	戲劇學會 402 室	羽毛球 禮堂				
4/11/25 (星期二)	3:45 p.m. – 4:45 p.m.	足球 操場	排球 排球場	科學學會 5 樓 科學實驗室	AI X STEAM 學會 109 室	中樂團 203, 204, 205, 206 室	音樂學會 209 室	*制服團 隊

5/11/25 (星期三)	3:45 p.m. – 4:45 p.m.	美術學會 210 室	少年警訊 有蓋操場	籃球 有蓋操場	辯論學會 505 室			
6/11/25 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場						
7/11/25 (星期五)	3:45 p.m. – 4:45 p.m.	足球 操場	木球 木球場					
10/11/25 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 111 室	羽毛球 禮堂					
11/11/25 (星期二)	3:45 p.m. – 4:45 p.m.	足球 操場	排球 排球場					
12/11/25 (星期三)	3:45 p.m. – 4:45 p.m.	籃球 有蓋操場	美術學會 210 室	攝影學會 504 室				
13/11/25 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場	戲劇學會 402 室					
17/11/25 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 111 室	廚藝學會 309 室					
20/11/25 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場	戲劇學會 402 室	英文學會 405 室				
21/11/25 (星期五)	3:45 p.m. – 4:45 p.m.	足球 操場	數學學會 105 室	木球 木球場				
24/11/25 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 111 室	羽毛球 禮堂					
25/11/25 (星期二)	3:45 p.m. – 4:45 p.m.	足球 操場	排球 排球場	音樂學會 209 室	中樂團 203, 204, 205, 206 室	音樂學會 209 室	*制服團隊	
1/12/25 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 111 室	羽毛球 禮堂					
2/12/25 (星期二)	3:45 p.m. – 4:45 p.m.	足球 操場	排球 排球場					
3/12/25 (星期三)	3:45 p.m. – 4:45 p.m.	籃球 有蓋操場						
4/12/25 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場						
9/12/25 (星期二)	3:45 p.m. – 4:45 p.m.	足球 操場	排球 排球場	攝影學會 504 室	廚藝學會 309 室			
10/12/2025 (星期三)	3:45 p.m. – 4:45 p.m.	籃球 有蓋操場						

11/12/2025 (星期四)	3:45 p.m. – 4:45 p.m.	數學學會 105 室	排球 排球場					
15/12/2025 (星期一)	3:45 p.m. – 4:45 p.m.	舞蹈學會 111 室						
16/12/2025 (星期二)	3:45 p.m. – 4:45 p.m.	足球 操場	排球 排球場	科學學會 5 樓 科學實驗室	AI X STEAM 學會 109 室	音樂學會 209 室		
17/12/2025 (星期三)	3:45 p.m. – 4:45 p.m.	籃球 有蓋操場	英文學會 405 室					
18/12/2025 (星期四)	3:45 p.m. – 4:45 p.m.	排球 排球場						

此家長信可於學校網頁(<http://www.seksswk.edu.hk/>)及 eClass 家長應用程式內查閱。