

TWGHs Lui Yun Choy Memorial College
March Letter to Parents (F.1-F.3)

28th February 2024

Dear Parents,

This is to inform you of the arrangements of the school affairs, as well as an update on some of our school activities in March. The following is the summary of the school circulars concerned:

Events for Whole Schools:

- Special Schedule in March (School Circular No.269 (23-24))
- School Holidays from March and April (School Circular No.270 (23-24))
- Interviews for the Application for Secondary One Discretionary Places (School Circular No.271 (23-24))
- Switching to Summer School Uniform (School Circular No.272 (23-24))
- Promotion Criteria (School Circular No.273 (23-24))

Events for Particular Forms:

- F.1 to F.5 Second Term Test (School Circular No.274 (23-24))
- Criteria for promotion to Enrichment Class in F.1 and F.2 (School Circular No.275 (23-24))

You can also find this information on our school website at <http://www.lycmc.edu.hk>. If you have any comments or opinions on our school policies, please feel free to contact our general office at 27060743 or complete the reply slip and return via the class teachers concerned. Suggestions are most welcome.

With Best Regards,



Mr. Lai Wai Kong
(The Principal)





Class: _____ Class number: _____
_____ - _____ - 2024

Reply-slip of the March Parents' Letter

Part I (Compulsory)

Dear Mr. Lai,

I acknowledge the details of the March school circulars.

Yours sincerely,

_____ (Signature of Parent/Guardian)

_____ (Name of Parent/Guardian)

_____ (Name of Student)

— End of Part I —

Part II (Optional)

Class: _____ Class number: _____
_____ - _____ - 2024

I would like to offer the following suggestions on the March school circulars:

Yours sincerely,

_____ (Signature of Parent/Guardian)

_____ (Name of Parent/Guardian)

_____ (Name of Student)

— End of Part II —

School's Follow-Up (To be filled in and submitted to Ms. Leung of the general office by the class teacher.)

_____ 2024

the opinion has been reflected to the department concerned and a reply has been made to the parent.

the opinion has been referred to the department concerned _____ for follow-up.

_____ (Name of Class Teacher)

_____ (Endorsed by the Vice-principal)

_____ (Signature of the Class Teacher)

_____ (Endorsed by the Principal)

_____ (Name & signature of follow-up teacher)

Please ✓ the appropriate boxes.

Class teacher has to submit a simple report (including date, time and contact person) and submit to Ms. Carmen Leung for record.

Events for Whole Schools:

● **Special Schedule in March (School Circular No.269 (23-24))**

Date	Event
2 nd March, 2024 (Saturday)	Parents' Day F.1-5 students are required to put on school uniforms and accompany their parents to the meeting on time.
4 th March, 2024 (Monday)	School Holiday Students are not required to return to school on that day and should have revisions at home.
5 th March, 2024 (Tuesday) to 7 th March, 2024 (Thursday)	Checking of F6 mock examination paper Please refer to Feb Letter to Parents School Circular No.227 (23-24) for details.
16 th March, 2024 (Saturday)	Interviews for the Application for Secondary One Discretionary Places Please refer to School Circular No.271 (23-24) for details.
22 nd March, 2024 (Friday) to 28 th March, 2024 (Thursday)	F.1 to F.5 Second Term Test Please refer to School Circular No.274 (23-24) for details.
29 th March, 2024 (Friday) to 8 th April, 2024 (Monday)	Easter Holiday Please refer to School Circular No. 270 (23-24) for details.

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai.

● **School Holidays in March and April (School Circular No.270 (22-23))**

The Easter school holiday is from 29th March, 2024 (Friday) to 8th April, 2024 (Monday).

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai.

● **Interviews for the Application for Secondary One Discretionary Places (School Circular No.271 (23-24))**

Secondary One Discretionary Places for Secondary School Places Allocation System 2024/2025 (i.e. enrolment in September 2024) interviews will be arranged on 16th March 2024 (Saturday).

Interviews will be conducted individually. Questions requiring analytical and communicative abilities, social etiquette and creativity will be raised to the applicants. The interview will be conducted in Cantonese and English.

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai.

● **Switching to Summer School Uniform (School Circular No.272 (23-24))**

From 9th April to 16th April 2024, students may wear summer or winter school uniform during this transition period. With effect from 17th April 2024 (Wednesday), students should be in summer school uniform at school. The sample of summer school uniforms is shown on the notice board outside the General Office. Parents are seriously reminded of the requirements of boys' pants and please refer to page 5 of the student handbook for the details.

For enquiries, please contact Ms. Lau King Tak.

● **Promotion Criteria (School Circular No.273 (23-24))**

The following are the promotion criteria for each form:

Promotion	Criteria
F.1 to F.2	Average mark must be 50 or above; Conduct grade must be C- or above.
F.2 to F.3	
F.3 to F.4	
F.4 to F.5*	Average mark must be 40 or above;
F.5 to F.6*	Pass in Chinese, English, Mathematics, Citizenship and Social Development and one elective subject to be taken in HKDSE (40 marks or above, not including applied learning subjects); Conduct grade must be C- or above. (*Repeaters may not be able to take their original elective subjects.)

For students who cannot meet the above standards, the school may consider the students' academic results, discipline committee's comments, the number of students and the combination of subjects in deciding the promotion. For students who are diagnosed (by a social worker and EDB's representatives) to have learning difficulties, special examination arrangement will be considered on a case-by-case basis.

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai or our Assistant Principal, Mr. Fok Kin Shing

Events for Particular Forms:

● **Second Term Test (F.1 – F.5) (School Circular No.274 (23-24))**

The Second Term Test for Form 1 to Form 5 students will be held from 22nd to 28th March 2024. Please see the attached document for details. Students can go home and do revision after the test. No lesson will be held in the afternoon. Form 4 and Form 5 students who do not have to sit the second session test can also go home after the first session. In case school has to be cancelled due to deteriorating weather conditions, the test(s) scheduled on that day will be cancelled and postponed to a later date while other tests that followed will be preceded as scheduled.

For enquiry, please contact our teacher, Miss Cheng Yuen Ming.

● **Criteria for promotion to Enrichment Class in F.1 and F.2 (School Circular No.275 (23-24))**

	Promotion	Criteria	Conditions
1.	Students from 1A–1C (Average Class) who meet the criteria are promoted to 2D (Enrichment Class) Students from 2A–2C (Average Class) who meet the criteria are promoted to 3D (Enrichment Class)	● Whole year results: Position in Form within top 33	Vacancy in 2D and 3D (Enrichment Class) and parents' intention
2.	Students from 1D (Enrichment Class) who meet the criteria are promoted to 2D (Enrichment Class) Students from 2D (Enrichment Class) who meet the criteria are promoted to 3D (Enrichment Class)	● Whole year results: Position in Form within top 50%	/
3.	Special cases	Individual consideration	/

* Class allocation should be adopted in Promotion Meeting.

Application period: 30th May to 19th June 2024

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai and our Assistant Principal, Mr. Fok Kin Shing.

2023-2024 Second Term Test Timetable

F1	March 22 (Fri)	March 25 (Mon)	March 26 (Tue)	March 27 (Wed)	March 28 (Thur)
Subject Time	Mathematics 08:30 – 09:30	English Language 08:30 – 09:30	Putonghua (SRC) 08:30 – 09:00	Integrated Science 08:30 – 09:15	Chinese Language 08:30 – 09:30
Subject Time	History 10:00 – 10:30	Geography 10:00 – 10:30	Chinese History (SRC) 09:30 – 10:00		

The tests on March 26 are held at the Student Resource Centre on the 7th floor.
The rest of the tests are held in the classrooms.

F2	March 22 (Fri)	March 25 (Mon)	March 26 (Tue)	March 27 (Wed)	March 28 (Thur)
Subject Time	English Language 08:30 – 09:30	Chinese Language 08:30 – 09:30	Geography 08:30 – 09:00	Integrated Science 08:30 – 09:15	Mathematics 08:30 – 09:30
Subject Time	History 10:00 – 10:30	Chinese History 10:00 – 10:30			

The tests are held in the classrooms.

F3	March 22 (Fri)	March 25 (Mon)	March 26 (Tue)	March 27 (Wed)	March 28 (Thur)
Subject Time	Chinese Language 08:30 – 09:30	Integrated Science (Chemistry) 08:30 – 09:00	Mathematics 08:30 – 09:30	English Language 08:30 – 09:30	Integrated Science (Biology) 08:30 – 09:00
Subject Time	Life & Society (BAFS) 10:00 – 10:30	Geography 09:30 – 10:00	Chinese History 10:00 – 10:30	History 10:00 – 10:30	Integrated Science (Physics) 09:30 – 10:00

The tests are held in the classrooms.

2023-2024 Second Term Test Timetable

F4	March 22 (Fri)	March 25 (Mon)	March 26 (Tue)	March 27 (Wed)	March 28 (Thur)
Subject Time	Chinese Language 08:30 – 09:30	Mathematics 08:30 – 09:30	Biology (Room 603) 08:30 – 09:30	Citizenship and Social Development (SRC) 08:30 – 09:15	English Language (SRC) 08:30 – 09:30
Subject Time	Tourism & Hospitality Studies (Room 604) 10:00 – 11:00 Information and Communication Technology (Room 605) 10:00 – 11:00 Chinese Literature (Room 606) 10:00 – 11:00	Business, Accounting & Financial Studies (Room 604) 10:00 – 11:00 Chinese History (Room 605) 10:00 – 11:00 Visual Arts (Room 214) 10:00 – 12:00	Geography (Room 604) 08:30 – 09:30 Economics (Room 605) 08:30 – 09:30 History (Room 606) 08:30 – 09:30 M2 (Room 607) 08:30 – 09:30	Physics (SRC) 09:45 – 10:45	Chemistry (SRC) 10:00 – 11:00

The tests on 27 March and 28 March are held at the Student Resource Centre on the 7th floor.
The rest of the tests are held in the classrooms.

2023-2024 Second Term Test Timetable

F5	March 22 (Fri)	March 25 (Mon)	March 26 (Tue)	March 27 (Wed)	March 28 (Thur)
Subject Time	English Language (SRC) 08:30 – 09:30	Mathematics (SRC) 08:30 – 09:30	Biology (Room 102) 08:30 – 09:30	Citizenship and Social Development 08:30 – 09:15	Chinese Language 08:30 – 09:30
Subject Time	Chemistry (SRC) 10:00 – 11:00	Physics (SRC) 10:00-11:00	Geography (Room 105) 08:30 – 09:30 Economics (Room 602) 08:30 – 09:30 History (Room 305) 08:30 – 09:30 M2 (Room 306) 08:30 – 09:30	Chinese Literature (Room 102) 09:45 – 10:45 Tourism and Hospitality (Room 305) 09:45 – 10:45 Information and Communication Technology (Room 306) 09:45 – 10:45	Business, Accounting and Financial Studies (Room 305) 10:00-11:00 Chinese History (Room 306) 10:00-11:00 Visual Arts (Room 214) 10:00-12:00

The tests on 22 March and 25 March are held at the Student Resource Centre on the 7th floor.
The rest of the tests are held in the classrooms.