

**TWGHs Lui Yun Choy Memorial College**  
**March Letter to Parents (F.1-F3)**

28<sup>th</sup> February 2023

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.173 (22-23))
- Interviews for the Application for Secondary One Discretionary Places (School Circular No.174 (22-23))
- Switching to Summer School Uniform (School Circular No.175 (22-23))
- Promotion Criteria (School Circular No.176 (22-23))
- Launching Ceremony of TWGHs Lui Yun Choy Memorial College Innovative Space cum Arts Room Enhancement Works and Special Timetable Arrangement on the preparation day. (School Circular No.177 (22-23))

**Events for Particular Forms:**

- F.1 to F.5 Second Term Test (School Circular No.178 (22-23))
- Criteria for promotion to Enrichment Class in F.1 and Promotion Standards for Classes with English as Medium of Instruction (EMI) for F.2 (School Circular No.179 (22-23))

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: \_\_\_\_\_  
\_\_\_\_\_ - \_\_\_\_\_ - 2023

### 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: \_\_\_\_\_  
\_\_\_\_\_ - \_\_\_\_\_ - 2023

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.)

- \_\_\_\_\_ 2023
- 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.173 (22-23))**

<b>Date</b>	<b>Event</b>
4 <sup>th</sup> March, 2023 (Saturday)	<b>Parents' Day</b> F.1-5 students are required to put on school uniforms and accompany their parents to the meeting on time.
6 <sup>th</sup> March, 2023 (Monday)	<b>School Holiday</b> Students are not required to return to school on that day and should have revisions at home.
10 <sup>th</sup> March, 2023 (Friday)	<b>Preparation for Launching Ceremony of TWGHs Lui Yun Choy Memorial College Innovative Space cum Arts Room Enhancement Works</b> Students can leave at 1:25 pm. Please refer to School Circular No.177 (22-23) for details.
13 <sup>th</sup> March, 2023 (Monday)	<b>Launching Ceremony of TWGHs Lui Yun Choy Memorial College Innovative Space cum Arts Room Enhancement Works</b> Instrument lessons will be rearranged for another day. Please refer to School Circular No.177 (22-23) for details.
14 <sup>th</sup> March, 2023 (Tuesday)	<b>School Holiday</b> It is not a school day and students may do their revision at home.
15 <sup>th</sup> March, 2023 (Wednesday) to 17 <sup>th</sup> March, 2023 (Friday)	<b>Checking of F6 mock examination paper</b>
18 <sup>th</sup> March, 2023 (Saturday)	<b>Interviews for the Application for Secondary One Discretionary Places</b> Please refer to School Circular No.174 (22-23) for details.
20 <sup>th</sup> March, 2023 (Monday)	<b>Staff Development Day</b> It is not a school day and students may do their revision at home.
29 <sup>th</sup> March, 2023 (Wednesday) to 4 <sup>th</sup> April, 2023 (Tuesday)	<b>F.1 to F.5 Second Term Test</b> Please refer to School Circular No.178 (22-23) for details.

For enquiries, please contact our Vice-principal, Mr. Cheung Kin Keung.

### ● **Interviews for the Application for Secondary One Discretionary Places (School Circular No.174 (22-23))**

Secondary One Discretionary Places for Secondary School Places Allocation System 2023/2024 (i.e. enrolment in September 2023) interviews will be arranged on 18<sup>th</sup> March 2023 (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. Cheung Kin Keung.

### ● **Switching to Summer School Uniform (School Circular No.175 (22-23))**

From 17<sup>th</sup> April to 21<sup>st</sup> April 2023, students may wear summer or winter school uniform during this transition period. With effect from 24<sup>th</sup> April 2023 (Monday), 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.176(22-23))**

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; 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.)
F.5 to F.6	

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 arrangement will be considered on a case-by-case basis. For enquiries, please contact our Vice-principal, Mr. Cheung Kin Keung or our teacher, Mr. Fok Kin Shing.

● **Launching Ceremony of TWGHs Lui Yun Choy Memorial College Innovative Space cum Arts Room Enhancement Works and Special Timetable Arrangement on the preparation day. (School Circular No.177 (22-23))**

“Launching Ceremony of TWGHs Lui Yun Choy Memorial College Innovative Space cum Arts Room Enhancement Works” will be held at 2:30 pm on 13<sup>th</sup> March 2023 (Monday). Students of class 1A and 1C need to arrive at school on or before 1:45pm and must be dressed in tidy school uniform in attending the ceremony. Other students are not required to return to school on that day. Student helpers must be dressed in tidy school uniform in attending the rehearsal at 9:00 am. To ensure the smooth running of the ceremony, instrument lessons will be rearranged for another day.

To prepare for the “Launching Ceremony of TWGHs Lui Yun Choy Memorial College Innovative Space cum Arts Room Enhancement Works”, students are not required to have lessons in the afternoon on 10<sup>th</sup> March 2023 (Friday). Please refer to the special timetable below for details. Students can leave at 1:25 pm. All after-school activities will be cancelled that day. Student helpers must be dressed in tidy school uniform in attending the rehearsal on 3:00 pm and they need to arrive at school on or before 2:45 pm on that day. For enquiries, please contact our Vice-Principal, Mr. Ng Hon Kai.

### Special Timetable

10 <sup>th</sup> March (Friday) DAY 1	
Time	Lesson
8:00 - 8:15	Morning Period
8:15 - 8:50	1 <sup>st</sup> Lesson (35 minutes)
8:50 - 9:25	2 <sup>nd</sup> Lesson (35 minutes)
9:25 - 9:35	Recess
9:35-10:10	3 <sup>rd</sup> Lesson (35 minutes)
10:10-10:45	4 <sup>th</sup> Lesson (35 minutes)
10:45- 10:55	Recess
10:55- 11:30	5 <sup>th</sup> Lesson (35 minutes)
11:30- 12:05	6 <sup>th</sup> Lesson (35 minutes)
12:05- 12:15	Recess
12:15- 12:50	7 <sup>th</sup> Lesson (35 minutes)
12:50- 13:25	8 <sup>th</sup> Lesson (35 minutes)

### Events for Particular Forms:

- **Second Term Test (F.1 – F.5) (School Circular No.178 (22-23))**

The Second Term Test for Form 1 to Form 5 students will be held from 29<sup>th</sup> March to 4<sup>th</sup> April 2023. 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 Promotion Standards for Classes with English as Medium of Instruction (EMI) for F.2 (School Circular No.179(22-23))**

Criteria for promotion to Enrichment Class in F.1

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

Promotion Standards for Classes with English as Medium of Instruction (EMI) for F.2

	Promotion	Standards	Conditions
1.	Students from CMI Class promoted to 3D (EMI Class)	Whole year results: Position in Form within top 33; and Whole year results: Within top 33 in Form for English Language (Results in the English Language will be considered first for promoting students to English Class)	Vacancy in 3D (EMI Class) and parents' willingness
2.	Students from 2D(EMI Class) promoted to 3D(EMI Class)	Whole year results: Position in Form within top 60; or Whole year results: Within top 33 in Form for English Language (Results in the English Language will be considered first for promoting students to English Class)	/
3.	Special cases	Individual consideration	/

\* Class allocation should be adopted in Promotion Meeting.

Application period: 30<sup>th</sup> May to 16<sup>th</sup> June, 2023

For enquiries, please contact our Vice-principal, Mr. Cheung Kin Keung.

2022-2023 F.1 to F5 2<sup>nd</sup> Term Test Timetable

Form 1	29 <sup>th</sup> Mar (Wed)	30 <sup>th</sup> Mar (Thu)	31 <sup>st</sup> Mar (Fri)	3 <sup>rd</sup> Apr (Mon)	4 <sup>th</sup> Apr (Tue)
Subject Time	Mathematics 08:30 – 09:30	English Language 08:30 – 09:30	Putonghua (hall). 08:30 – 09:00	Integrated Science 08:30 – 09:45	Chinese Language 08:30 – 09:30
Subject Time	Geography 10:00 – 10:30	History 10:00 – 10:30	Chinese History (Hall). 09:30 – 10:00		

Apart from the listening test in the hall on 31<sup>st</sup> March, all the other examinations will be taken in the classrooms.

Form 2	29 <sup>th</sup> Mar (Wed)	30 <sup>th</sup> Mar (Thu)	31 <sup>st</sup> Mar (Fri)	3 <sup>rd</sup> Apr (Mon)	4 <sup>th</sup> Apr (Tue)
Subject Time	English Language 08:30 – 09:30	Chinese Language 08:30 – 09:30	Geography 08:30 – 09:00	Mathematics 08:30 – 09:30	Integrated Science 08:30 – 09:15
Subject Time	History 10:00 – 10:30	Chinese History 10:00 – 10:30			

The tests are held in the classrooms.

Form 3	29 <sup>th</sup> Mar (Wed)	30 <sup>th</sup> Mar (Thu)	31 <sup>st</sup> Mar (Fri)	3 <sup>rd</sup> Apr (Mon)	4 <sup>th</sup> Apr (Tue)
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	Economics 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
Subject Time		B.A.F.S. 10:30 -11:00			

The tests are taken at the Student Resource Centre on the 7th floor.

Form 4	29 <sup>th</sup> Mar (Wed)	30 <sup>th</sup> Mar (Thu)	31 <sup>st</sup> Mar (Fri)	3 <sup>rd</sup> Apr (Mon)	4 <sup>th</sup> Apr (Tue)
Subject Time	C.S.D. (Hall). 08:30 – 09:15	Chinese 08:30 – 09:30	Mathematics 08:30 – 09:30	English Language 08:30 – 09:30	Chemistry (Hall) 08:30 – 09:30
Subject Time	Physics (Hall). 09:45 – 10:45	T.H.S. (Room 604) 10:00 – 11:00  I.C.T. (Room 605). 10:00 – 11:00  Chinese Literature (Room 606). 10:00 – 11:00	B.A.F.S. (Room 604) 10:00 – 11:00  Chinese History (Room 605). 10:00 – 11:00  Visual Arts (Room 214). 10:00 – 12:00	Biology (Room 603). 10:00 – 11:00  Geography (Room 604). 10:00 – 11:00  Economics (Room 605). 10:00 – 11:00  History (Room 606) 10:00 – 11:00  M2 (Room 607). 10:00 – 11:00	

The tests on 29<sup>th</sup> March (Wed) and 4<sup>th</sup> April (Tue) are taken in the hall.  
The rest of the tests are held in the classrooms.

<b>Form 5</b>	<b>29<sup>th</sup> Mar (Wed)</b>	<b>30<sup>th</sup> Mar (Thu)</b>	<b>31<sup>st</sup> Mar (Fri)</b>	<b>3<sup>rd</sup> Apr (Mon)</b>	<b>4<sup>th</sup> Apr (Tue)</b>
Subject Time	Chinese 08:30 – 09:30	Chemistry (Hall). 08:30 – 09:30	Mathematics 08:30 – 09:30	C.S.D. (Hall). 08:30 – 09:15	English Language 08:30 – 09:30
Subject Time	Geography (Room 302). 10:00 – 11:00  Economics (Room 305). 10:00 – 11:00  History (Room 306) 10:00 – 11:00  M2 (Room 102). 10:00 – 11:00		B.A.F.S. (Room 302). 10:00 – 11:00  Chinese History (Room 305). 10:00 – 11:00  Biology (Room 306). 10:00 – 11:00  Visual Arts (Room 214). 10:00 – 12:00	Physics (Hall). 09:45 – 10:45	T.H.S. (Room 302) 10:00 – 11:00  I.C.T. (Room 305). 10:00 – 11:00  Chinese Literature (Room 306). 10:00 – 11:00

The tests on 30<sup>th</sup> March and 3<sup>rd</sup> April are taken in the hall.

The rest of the tests are taken in the classrooms.