



# ST. FRANCIS XAVIER'S COLLEGE

45, Sycamore Street, Taikoktsui, Kowloon, Hong Kong.

Tel.: (852)2393-2271 Fax.: (852)2391-6101

<http://www.sfxc.edu.hk>

本校檔案：20200918a

各位家長：

## 有關新型冠狀病毒病疫情恢復面授課堂安排

1. 教育局宣布全港學校於9月有秩序地分階段恢復面授課堂，原則上實施半日上課。本校的復課安排如下：

年級	復課日期	上課時間	放學時間
中一	9月23日	上午7時50分	下午1時正
中二	9月29日	上午7時50分	下午1時正
中三	9月29日	上午7時50分	下午1時正
中四	9月29日	上午7時55分	下午1時05分
中五	9月23日	上午7時55分	下午1時05分
中六	9月23日	上午7時55分	下午1時05分

2. 學生須穿著整齊夏季校服回校上課，以及在校必須戴上口罩。
3. 為確保校園清潔衛生，本校已於恢復面授課堂前進行全校抗菌抗病毒塗層工程。塗層物料通過SGS測試，證明無毒及無刺激性，並能抑制病毒病菌生長達99%以上。此外，本校亦已促請全校教職員加強防疫措施，確保個人及校舍環境衛生；並要求所有服務學生的職員每天回校前量度體溫，發燒者均不可回校。
4. 本校已在正門入口設置體溫監測站，為進入校舍的學生、職員及訪客量度體溫。為了讓學生有序地量度體溫後進入校園，請督促子弟提早15分鐘回校，以免導致人潮擠塞校門。
5. 本校小食部在復課期間暫停營業。為防止交叉感染，校舍內所有飲水機亦將停止使用。請提醒子弟帶備所需小食及開水回校自用。
6. 本校會盡力保持校園衛生，希望學生能在安全的環境下逐漸回復正常的學習生活。惟新型冠狀病毒病疫情反覆，本校會繼續密切留意有關情況。家長應時刻注意教育局及本校的最新公布，並督促子弟遵守相關指引。
7. 要讓學生在安全的環境下學習，家校合作甚為重要。請家長除了加強家居衛生外，還嚴格遵守下列措施：

7.1 留意子弟的健康狀況，如出現病徵，尤其發燒，切勿上學，並立即求醫；

- 7.2 每天上課前為子弟量度體溫，並填寫由本校提供的「量度體溫記錄表」(表格 A)，家長簽署後由學生帶回學校；
- 7.3 促請子弟每天上學時，包括乘坐交通工具期間，必須戴上口罩及帶備紙巾。
- 7.4 家長在復課後如證實以下情況，請即時致電 23932271 通知本校程旭堂副校長，以便校方採取應變措施及通知教育局：
- (a) 學生證實感染新型冠狀病毒病；
  - (b) 學生被衛生署界定為新型冠狀病毒病確診個案的「密切接觸者」。

## 8. 學校應變措施

- 8.1 當衛生防護中心證實本校教職員或學生「確診」或「初步確診」新型冠狀病毒病時，本校會按照當局建議暫停校內面授課堂及活動14天，並向家長發信通知有關情況及相應安排。在此期間，本校課堂將轉為網上實時教學。
- 8.2 當本校教職員或學生接獲通知為「確診」或「初步確診」個案，但尚待衛生防護中心進一步通知本校處理方法時；又或當衛生防護中心確定本校教職員或學生為確診個案的「密切接觸者」時，本校會按照當局建議暫停校內面授課堂及活動1至2天，並向家長發信通知有關情況及相應安排。在此期間，本校課堂將轉為網上實時教學。
9. 根據教育局指引，學校在恢復面授課堂期間將停止一切課後教學及課外活動。請提醒子弟放學後盡速回家。
10. 本校在暫停面授課堂期間推行在家實時教學以促進教學互動。請提醒子弟務必完成及繳交所有相關課業。
11. 本學年常測將延至恢復面授課堂後舉行。詳情及安排將盡快通知家長及學生。
12. 學生在抗疫期間難免會感到擔心、焦慮或產生精神壓力。家長若留意子弟有相關負面情緒，請盡快通知校方。本校會悉力協助學生處理情緒和重新投入校園生活。

希望在各方努力下，大家早日走出疫情陰霾，師生及家長都及早回復正常健康的生活。

聖芳濟書院校長  
姚廣智啟

2020年9月18日

聖芳濟書院「量度體溫記錄表」

表格 A

(每月一張，可貼在家課冊上)

- 每天上學前，家長／監護人須為學生量度體溫。有關正常體溫讀數範圍，可瀏覽以下網頁，參考衛生防護中心的《體溫監測須知》內「體溫量度的參考」：  
[https://www.chp.gov.hk/files/pdf/guidance\\_note\\_on\\_monitoring\\_of\\_body\\_temperature\\_chi.pdf](https://www.chp.gov.hk/files/pdf/guidance_note_on_monitoring_of_body_temperature_chi.pdf) 學生如有發燒，切勿回校，並應立刻求醫及向校方請假，留在家中休息。
- 每天記錄學生體溫後，家長／監護人須簽署作實，然後由學生交回學校負責教職員/班主任查閱。
- 放假期間，家長／監護人亦須填寫「量度體溫記錄表」。

學生姓名：\_\_\_\_\_ 班別：\_\_\_\_\_ 學號：\_\_\_\_\_

日期	量度體溫時間	溫度	家長／監護人簽署
9月 23 日	上午 / 下午	°F/°C	
9月 24 日	上午 / 下午	°F/°C	
9月 25 日	上午 / 下午	°F/°C	
9月 26 日	上午 / 下午	°F/°C	
9月 27 日	上午 / 下午	°F/°C	
9月 28 日	上午 / 下午	°F/°C	
9月 29 日	上午 / 下午	°F/°C	
9月 30 日	上午 / 下午	°F/°C	
10月 1 日	上午 / 下午	°F/°C	
10月 2 日	上午 / 下午	°F/°C	
10月 3 日	上午 / 下午	°F/°C	
10月 4 日	上午 / 下午	°F/°C	
10月 5 日	上午 / 下午	°F/°C	
10月 6 日	上午 / 下午	°F/°C	
10月 7 日	上午 / 下午	°F/°C	
10月 8 日	上午 / 下午	°F/°C	
10月 9 日	上午 / 下午	°F/°C	
10月 10 日	上午 / 下午	°F/°C	
10月 11 日	上午 / 下午	°F/°C	
10月 12 日	上午 / 下午	°F/°C	
10月 13 日	上午 / 下午	°F/°C	
10月 14 日	上午 / 下午	°F/°C	
10月 15 日	上午 / 下午	°F/°C	
10月 16 日	上午 / 下午	°F/°C	
10月 17 日	上午 / 下午	°F/°C	
10月 18 日	上午 / 下午	°F/°C	
10月 19 日	上午 / 下午	°F/°C	
10月 20 日	上午 / 下午	°F/°C	
10月 21 日	上午 / 下午	°F/°C	
10月 22 日	上午 / 下午	°F/°C	
10月 23 日	上午 / 下午	°F/°C	
10月 24 日	上午 / 下午	°F/°C	
10月 25 日	上午 / 下午	°F/°C	
10月 26 日	上午 / 下午	°F/°C	
10月 27 日	上午 / 下午	°F/°C	
10月 28 日	上午 / 下午	°F/°C	
10月 29 日	上午 / 下午	°F/°C	
10月 30 日	上午 / 下午	°F/°C	
10月 31 日	上午 / 下午	°F/°C	



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Ref: 20200918a

18<sup>th</sup> September 2020

Dear Parents,

## **Arrangement for Face-to-face Class Resumption**

1. The Education Bureau (EDB) has announced that schools in Hong Kong can resume classes (half-day) in a gradual and orderly manner. Classes in our school will resume according to the following schedule:

Form	Resumption Date	Classes begin at	Classes dismiss at
F.1	23 <sup>rd</sup> Sept. 2020	7:50 AM	1:00 PM
F.2	29 <sup>th</sup> Sept. 2020	7:50 AM	1:00 PM
F.3	29 <sup>th</sup> Sept. 2020	7:50 AM	1:00 PM
F.4	29 <sup>th</sup> Sept. 2020	7:55 AM	1:05 PM
F.5	23 <sup>rd</sup> Sept. 2020	7:55 AM	1:05 PM
F.6	23 <sup>rd</sup> Sept. 2020	7:55 AM	1:05 PM

2. All students must wear appropriate Summer uniform and face mask to school.
3. During the class suspension period, our school has thoroughly cleaned and disinfected the school premises with anti-bacterial coating. The coating is SGS certified, toxin-free, irritant-free, and has been proven effective suppressing 99% of bacterial growth. We have also urged all staff members to step up precautionary measures in maintaining personal hygiene and the environmental hygiene of the school. All staff will take temperature before setting off to school. If they have fever, they will stay home.
4. All personnel including students, staff and visitors must go through temperature check before entering school premises. A temperature-check station has been set up at the main entrance of the school. Please urge your son(s) to come back to school 15 minutes earlier to avoid delays due to temperature check.
5. To avoid cross-infection, the tuck shop and all drinking fountains will be shut down. Please urge your son(s) to bring his own snacks and water for consumption.
6. We will maintain the environmental hygiene of our school premises as far as we can to safeguard the health of our students. We hope that, after class resumption, students can return to school and enjoy their learning in a safe environment. However, we are mindful of the rapid-changing nature of the COVID-19 pandemic. As we pay close attention to the latest development of the pandemic and anti-pandemic measures, parents should also be mindful of any latest announcements made by our school and the EDB.
7. Cooperation from parents and students are important for us to maintain a clean and safe environment. We call on your support to step up the environmental hygiene in your household, and, on top of that, implement the following measures strictly:
  - 7.1 Pay attention to the health condition of your son(s). He should stay home and consult a doctor immediately if COVID-19 symptoms, especially fever, are detected.
  - 7.2 Take temperature for your son(s) before he goes to school every day. Fill in the record form (Proforma A) and sign your daily entry to be checked by the school.
  - 7.3 To prevent infection, please ask your son(s) to wear a mask (also applicable when taking public transportations) and bring tissue paper to school every day.

7.4 After the resumption of classes, you are requested to notify our Vice Principal Mr. Ching Yuk Tong at 2393 2271 immediately in case of any of the following situations, to facilitate our prompt alert to the EDB and contingency reaction:

- (a) your son(s) has been identified as a confirmed case of COVID-19; or
- (b) your son(s) has been classified as a close contact of an infected person.

8. Contingency measures:

8.1 If the Centre for Health Protection (CHP) announces a staff member or a student as a “confirmed” or “case of preliminary tested positive” of COVID19, the school will follow a protocol to cease face-to-face teaching and activities for 14 days and switch to online learning mode. Parents will be informed and updated on the development through e-parent letters.

8.2 When a staff member or a parent of a student has informed the school of a “confirmed case” or “case of preliminary tested positive” of COVID19, but pending instructions by CHP on school measures; or if CHP has ascertained that there are staff or students being close contacts of confirmed cases of COVID-19, the school will follow CHP protocol to cease face-to-face teaching and activities immediately for 1 to 2 days and switch to online learning mode. Parents will be informed and updated on the development through e-parent letters.

9. According to EDB guidelines, the school must suspend all extra-curricular activities until noticed otherwise. Please urge your son(s) to return home immediately after school.

10. During school suspension, the school used online live lesson to maintain the students’ learning momentum. Please urge your son(s) to submit any outstanding e-learning assignments.

11. All regular tests will be postponed to later days after class resumption. Details will be announced to parents and students soon.

12. Your son(s) may have developed worries, anxiety or mental stress during school suspension. If you notice a rise in negative emotions in him before or after the resumption of classes, please notify the school as soon as possible. We will try our best to offer assistance.

With concerted efforts from different parties, we look forward to overcoming the adversities of the pandemic so that students, teachers and parents can resume normal and healthy life.

Regards,

IU Kwong Chi  
Principal

**St. Francis Xavier's College**  
**Temperature Record Sheet**

(Monthly record, can be attached to the student handbook)

1. Parents/Guardians should take their children's temperature before going to school. For normal body temperature range, please refer to the "Reference Range for Temperature Screening" in the "Guidance Note on Monitoring of Body Temperature" by the Centre for Health Protection, Please browse [https://www.chp.gov.hk/files/pdf/guidance\\_note\\_on\\_monitoring\\_of\\_body\\_temperature.pdf](https://www.chp.gov.hk/files/pdf/guidance_note_on_monitoring_of_body_temperature.pdf). When the student has fever, he/she should not attend school and should consult a doctor promptly, apply for sick leave, stay at home and take rest.
2. Parents/Guardians should record their children's temperature and sign on the record sheet daily. The record sheet should be returned to school staff/class teacher for checking.
3. Parents/Guardians should also complete the record sheet during holiday.

Name of student: \_\_\_\_\_ Class: \_\_\_\_\_ Class no.: \_\_\_\_\_

Date	Time for taking temperature	Temperature	Signature of Parent/Guardian
23 /09 /2020	am / pm	°F/°C	
24 /09 /2020	am / pm	°F/°C	
25 /09 /2020	am / pm	°F/°C	
26 /09 /2020	am / pm	°F/°C	
27 /09 /2020	am / pm	°F/°C	
28 /09 /2020	am / pm	°F/°C	
29 /09 /2020	am / pm	°F/°C	
30 /09 /2020	am / pm	°F/°C	
1/10/2020	am / pm	°F/°C	
2/10/2020	am / pm	°F/°C	
3/10/2020	am / pm	°F/°C	
4/10/2020	am / pm	°F/°C	
5/10/2020	am / pm	°F/°C	
6/10/2020	am / pm	°F/°C	
7/10/2020	am / pm	°F/°C	
8/10/2020	am / pm	°F/°C	
9/10/2020	am / pm	°F/°C	
10/10/2020	am / pm	°F/°C	
11/10/2020	am / pm	°F/°C	
12/10/2020	am / pm	°F/°C	
13/10/2020	am / pm	°F/°C	
14/10/2020	am / pm	°F/°C	
15/10/2020	am / pm	°F/°C	
16/10/2020	am / pm	°F/°C	
17/10/2020	am / pm	°F/°C	
18/10/2020	am / pm	°F/°C	
19/10/2020	am / pm	°F/°C	
20/10/2020	am / pm	°F/°C	
21/10/2020	am / pm	°F/°C	
22/10/2020	am / pm	°F/°C	
23/10/2020	am / pm	°F/°C	
24/10/2020	am / pm	°F/°C	
25/10/2020	am / pm	°F/°C	
26/10/2020	am / pm	°F/°C	
27/10/2020	am / pm	°F/°C	
28/10/2020	am / pm	°F/°C	
29/10/2020	am / pm	°F/°C	
30/10/2020	am / pm	°F/°C	
31/10/2020	am / pm	°F/°C	