

**ISLAMIC PRIMARY SCHOOL
NOTICE**

Arrangements for Face-to-Face Classes from Week 15 to Week18
(3/5-28/5)

E/IC/SC/20/95
23rd April, 2021

Dear Parents,

Taking into consideration the latest COVID-19 developments, the school will arrange face-to-face classes for each grade to return in turns. Face-to-face classes will be conducted on a half-day basis in order to reduce the risk of infection. Arrangements are as follows:

1. Face-to-Face Classes Schedule:

Week	Date	Grade	Start Time	Dismissal Time
15	3-5-2021 (Monday) to 7-5-2021 (Friday)	P.1, P.3, P.4, P.5	8:05 a.m.	Refer to point 2
16	10-5-2021 (Monday) to 14-5-2021 (Friday)	P.1, P.3, P.4, P.5		
17	17-5-2021 (Monday) to 21-5-2021 (Friday)	P.2, P.3, P.4, P.5		
18	24-5-2021 (Monday) to 28-5-2021 (Friday)	P.2, P.3, P.4, P.5		
Remarks:				
<p>a. Students should not arrive at school earlier than 7:45 a.m. (except those from the school bus teams).</p> <p>b. Parents must submit a leave application letter/message for students who need to be absent due to special reasons. Parents need to hand in their child's homework to the school regularly.</p> <p>c. For grades not returning classes will be conducted online using Zoom according to the current timetable.</p> <p>d. Arrangements after Week 18 are to be confirmed and parents will be informed afterward.</p>				

2. Dismissal Arrangements:

Dismissal Way	School Bus Teams	Students leave school on their own/ Homing Team	Parent Team
Dismissal Time	1:00 p.m. leave school #Refer to (a)	12:50 p.m. #Refer to (b)	1:00 p.m. #Refer to (c)
Remarks:			
<p>a. If your child needs to take the school bus, please contact the school bus driver directly.</p> <p>b. For safety, P.1 students should follow the School Bus or Parent Teams.</p> <p>c. For students being picked up by parents/guardians, parents need to wear a mask before entering our school (including the basketball court).</p> <p>d. If it is necessary to change the way of dismissal, please advise the class teacher and the school bus driver by stating the reasons in detail in the student's handbook at least <i>one day in advance</i>. Verbal changes to dismissal arrangements by students will not be accepted.</p> <p>e. If there is an emergency and you have to change the dismissal arrangement for some reason, please contact the class teacher promptly in order to avoid misunderstanding. Please talk to the class teacher directly. Leaving messages with office staff or teaching assistants is not recommended.</p>			

3. Lesson Arrangements:

The school arranges lesson activities (including P.E., Music and Visual Arts, etc.) according to the guidelines of the Centre for Health Protection and the Education Bureau. If parents have any enquiries about the arrangements, please contact the class teacher.

4. Second Term Summative Assessments

P.1 to P.5 students will have the second term summative assessments in the beginning of June. The dates and details will be confirmed and parents will then be informed.

5. School Campus Cleansing and Hygiene

- 5.1 School janitors clean and disinfect the school campus regularly, this includes toilets, covered playground, staircases, etc.
- 5.2 Our school has hired an outsourced service for atomized disinfection of our school campus regularly.
- 5.3 In order to clean our school efficiently, students must clear their desks and drawers every day before leaving school. Students should take stationery, books and all their own belongings home. Do not leave anything in the classroom.
- 5.4 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 learning in a safe environment.
- 5.5 We have urged all staff members, including the janitors, school bus drivers, school bus nannies to step up precautionary measures to maintain personal hygiene and environmental hygiene of the school. We will also request all staff who have contact with students, including drivers and school bus nannies, to check their body temperature before going to school. If they have a fever, they will not return to school.
- 5.6 The school has alcohol hand sanitizer in all classrooms and special rooms. If students are allergic to alcohol hand sanitizer, they should prepare their own hand sanitizer.
- 5.7 Drinking fountains and the vending machine will be temporarily closed. Students should bring enough water to school.

6. Cooperation with Parents

Cooperation from parents and students is important for us in maintaining a clean and safe environment. We call on your support to step up environmental hygiene in your household, and, on top of that, strictly implement the following measures:

- 6.1 Pay attention to the health of your child. If he/she is feeling unwell (even if the symptoms are very mild), they should seek medical advice promptly to receive appropriate diagnosis and treatment.
- 6.2 Check your child's body temperature before he/she goes to school every day. Fill in the record sheet and sign your name on it. Your child should return the completed sheet to us daily.
- 6.3 To prevent infections, please ask your child to wear a mask (also applicable when taking school buses or other transportation) and bring a spare mask, tissue paper and alcohol hand rub (if needed) to school every day.

- 6.4 Portable air purifiers or goggles should be simple (if needed). Students should put their name tab on them and keep them properly to themselves.
- 6.5 To avoid taking your child to crowded places with poor ventilation.
- 6.6 Help your child to maintain a balanced diet, regular exercise and adequate rest to strengthen their immunity.
- 6.7 After the resumption of face-to-face classes, you are requested to notify our school at 2450-2270 immediately in case of any of the following situations, to facilitate our prompt action in taking contingency measures and informing the EDB:
- (a) Your child has a confirmed infection of COVID-19; or
 - (b) Your child has been classified as having “close contact with a COVID-19 infected person”:
- 6.8 For those who are living or have been present at any specified premises for more than two hours at any time, must undergo compulsory Covid-19 testing. When returning to school, persons subject to compulsory testing (parents and students) must keep the SMS notification containing the result of the test and show the SMS notification or relevant certificate confirming negative test results to the school.

7. Hand in their child’s homework

Parents of the following grades must assist their child to hand in and pick up homework.

Details as follows:

Date	Grade
6-5-2021 or 7-5-2021 (2:15-4:15p.m.)	Parents of P.2and P.6
27-5-2021 or 28-5-2021 (2:15-4:15p.m.)	Parents of P.1and P.6

The school will continuously monitor the development of the fluctuating epidemic situation. Parents should pay close attention to the latest announcements of our school as well as the EDB. With the efforts of all, we hope we can get through the difficult times the epidemic brings, and that the lives of teachers, students and parents will be back to normal soon!

Thank you for your attention.

Yours sincerely,



Ng Sui Lan
Headmistress

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(3/5-28/5)

Dear Headmistress,

I have read and acknowledged the arrangements. I will supervise my child to go to school on time.

Parent's Signature: _____

Parent's Name: _____

Student's Name: _____()

Class: _____

Date: _____