

**Islamic Primary School  
Coronavirus Outbreak 2019  
Class Resumption Arrangements**

1st June, 2020

Dear Parents,

Due to the outbreak of the Coronavirus Disease 2019 (COVID-19), all schools (including kindergartens, primary schools, secondary schools, special schools and private schools offering non-formal curriculum) have deferred the resumption of classes since the Chinese New Year holidays. Recently, the epidemic situation has shown signs of easing. In consultation with health experts and schools, the Education Bureau (EDB) on 5th May, 2020, announced that schools in Hong Kong can resume classes in phases. Our school has the following arrangements:

**1. School Resumption Schedule:**

| Class Level  | Date of Class Resumption | Start Time | Dismissal Time   |
|--|--------------------------|------------|------------------|
| P.4-6  | 8th June, 2020           | 8:05       | Refer to point 2 |
| P.1-3  | 15th June, 2020          | 8:05       |                  |
| <b>Remarks:</b><br>a. Students may have access to the school from 7:30(except arrivals from school bus).<br>b. For students who need to be absent due to special reasons, parents must submit a leave application letter/message. Parents need to hand in their child's homework to the school regularly.<br>c. Please keep us updated whenever you changed your address or contact number.<br>d. The last self-learning materials will be uploaded on 1st June, 2020. |                          |            |                  |

**2. Dismissal Arrangement:**

| Dismissal Way   | Home Return Group, Students leave school on their own / Cross-border Bus teams | School Bus Teams  | Pick up by Parents Team |
|---|--|-------------------|-------------------------|
| Dismissal Time  | 12:50  | 1:10 leave school | 1:05<br>#Refer to (e)   |
| <b>Remarks:</b><br>a. Student dismissal will be based on the 1st term records.<br>b. If it is necessary to change the group for returning home, 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> .<br>c. 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.<br>d. Verbal changes to dismissal arrangements by students will not be accepted.<br>e. For students being picked up by parents/guardians, parents need to wear a mask before entering our school(including the basketball court). |  |                   |                         |

### 3. Lesson Arrangement

School arranged lesson activities (including P.E., Music and Visual arts, etc.) are 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.

[School arranged lesson activities \(including P.E., Music and Visual arts, etc.\)](https://www.edb.gov.hk/attachment/en/sch-admin/admin/about-sch/diseases-prevention/Guidelines%20to%20Schools%20on%20Class%20Resumption%20(E).pdf)

[https://www.edb.gov.hk/attachment/en/sch-admin/admin/about-sch/diseases-prevention/Guidelines%20to%20Schools%20on%20Class%20Resumption%20\(E\).pdf](https://www.edb.gov.hk/attachment/en/sch-admin/admin/about-sch/diseases-prevention/Guidelines%20to%20Schools%20on%20Class%20Resumption%20(E).pdf)



### 4. Timetable

**4.1 Monday to Thursday: Lessons 1 to 8 will be normal each lesson is 30 minutes. Lesson 9 (Homework Lesson) will be cancelled.**

**4.2 Friday: Lessons 1 to 6 will be normal each lesson is 30 minutes. Lessons 7-8 will be a Homework Lesson or Moral and Civic Education lesson.**

#### Timetable(Sample)

Update on 8-6-2020

2019/2020

| Lesson  | Mon             | Tue | Wed | Thur | Fri  |                      |
|---------|-----------------|-----|-----|------|--|----------------------|
|         | 8:05/<br>8:20   |     |     |      |  | Class Teacher Period |
| 1       | 8:20/<br>8:50   |     |     |      |  |                      |
| 2       | 8:50/<br>9:20   |     |     |      |  |                      |
|         | 9:20/<br>9:30   |     |     |      |  | Recess               |
| 3       | 9:30/<br>10:00  |     |     |      |  |                      |
| 4       | 10:00/<br>10:30 |     |     |      |  |                      |
|         | 10:30/<br>10:40 |     |     |      |  | Recess               |
| 5       | 10:40/<br>11:10 |     |     |      |  |                      |
| 6       | 11:10/<br>11:40 |     |     |      |  |                      |
|         | 11:40/<br>11:50 |     |     |      |  | Recess               |
| 7       | 11:50/<br>12:20 |     |     |      | Homework<br>Tutorial Class/<br>Moral and Civic<br>Education<br>lesson. |                      |
| 8       | 12:20/<br>12:50 |     |     |      |  |                      |
| Dismiss |                 |     |     |      |  |                      |

## 5. Recess

- 5.1 Recess will be held in the classrooms. If students need to eat or drink, they should wash their hands, take off their mask, and put it in a case. Students need to stay in their seats for eating. Students must not share food.
- 5.2 Drinking fountains and the vending machine will be temporarily closed. Students should bring enough water for school.
- 5.3 All the duties of prefects and helpers are suspended.

## 6. Assessments

P.1-4 and P.6 examinations will be cancelled. Students' learning performance will be evaluated by formative assessment. P.5 second-term examinations for the purpose of Secondary School Places Allocation will be conducted.

|     | Chinese         |                            | English         |                            | Math                       | G.S.                       | Remarks   |
|-----|-----------------|----------------------------|-----------------|----------------------------|----------------------------|----------------------------|---|
|     | Dictation Times | Formative Assessment Times | Dictation Times | Formative Assessment Times | Formative Assessment Times | Formative Assessment Times |   |
| P.1 | ×               | 2                          | ×               | 2                          | 2                          | 1                          | The full marks for formative assessment is 20. The contents will mainly be the teaching contents after class resumption. It will be conducted during lessons depending on the actual teaching schedule. |
| P.2 | ×               | 2                          | ×               | 2                          | 2                          | 1                          |   |
| P.3 | ×               | 2                          | ×               | 2                          | 2                          | 1                          |   |
| P.4 | ×               | 2                          | ×               | 2                          | 2                          | 1                          |   |
| P.5 | 1               | 1                          | 1               | 2                          | 2                          | 1                          |   |
| P.6 | ×               | 2                          | ×               | 2                          | 2                          | 1                          |   |

## 7. Academic Reports

Before the end of this school year, the academic reports for P.1-4 will be distributed on 17th July (Friday) and for P.6 on the 7th July (Tuesday). The academic reports will not show second term results and attendance records. For the arrangement of P.5, parents should pay attention to the related notice after class resumption.

## 8. Arrangement of Promotion to Next Level

Students at all levels will be promoted to the next higher level as a basic policy of promotion, but some individual cases may be adjusted according to the situation.

## 9. Release of Secondary School Places Allocation Results for P.6 students

- 9.1 Allocation results will be released on 7th July, 2020 (Tuesday).
- 9.2 P.6 students should register with the secondary schools allocated on 9th (Thursday) and 10th (Friday) July, 2020.

## 10. P.6 Graduation Ceremony on 4th July, 2020(Saturday)

In order to avoid crowd gathering, the graduation ceremony will be for P.6 students only. Only the parents of graduates are invited to attend.

## 11. Refund Arrangements

### 11.1 Newspaper Subscription

Due to the school suspension, The South China Morning Post will refund the fee of newspaper subscriptions for the second term. The refund will be returned to the students directly later.

### 11.2 29/2/2020 PTA Family Day Camp

Due to the epidemic the PTA family day camp is cancelled. The refund will be returned to the students directly later.

### 11.3 Lunch fee Refund

Due to the class suspension, parents will be informed later to come to school to get back the lunch fees.

### 11.4 Music Festival and Speech Festival Refund

Due to the epidemic and social events, the competitions were cancelled. Parents will be informed later to come to school to get back the application fees.

### 11.5 Study Tour Refund

Due to the epidemic, the study tour will be cancelled. Parents will be informed later to come to school to get back the refund.

## 12. School Library Information

All books borrowed from the school library should be returned after the class resumption.

## 13. 40th Anniversary Activity

13.1 The results of Parent-Child Slogan Creation Competition are as follows:

### English Slogan Creation Competition

|              |  |
|--------------|--|
| First Place  | 5C 潘偉斯 PUN RAZ                             |
| Second Place | 2B 陳遠翹 CHAN YUEN KIU HESTER                |
| Third Place  | 2B 王貝兒 HERRERO BRIELLA ZAIRE ISOBEL CABATO |
| Third Place  | 3B 林蕊 NEGOTRA ANGEL                        |
| Merit Place  | 2B 古倅兒 ENRIQUEZ JULIANNE MARIE SAGUN       |

### 中文標語創作比賽

|     |                             |
|-----|-----------------------------|
| 冠軍： | 3B 鄭景謙 CHENG KING HIM       |
| 亞軍： | 1B 方嘉銘 FONG KA MING         |
| 季軍： | 2B 張宇宸 ZHANG YU CHEN        |
| 優異： | 3B 董成亨 TUNG SING HANG JORGE |

13.2 The deadline for the Parent Child Photography Contest will be postponed to 5th January, 2021.

#### 14. The arrangement of this school year summer holiday

14.1 Due to the teaching schedule affected by the class suspension, the summer holiday will start on 20th July. The School will upload the e-learning materials for the non-completed curriculum and/or curriculum for review to the school website on 20/7 in order to let students have continuing learning.

#### 14.2 Last School Day in this School Year:

| Classes | Date                      |
|---------|---------------------------|
| P.1-5   | 17th July 2020 (Friday)   |
| P.6     | 8th July 2020 (Wednesday) |

#### 15. School Campus Cleansing and Hygiene

- 15.1 During the class suspension the school premises have been thoroughly cleaned and disinfected.
- 15.2 Our school has hired an outsourcing service for atomized disinfection of our school campus on 6th June 2020.
- 15.3 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.
- 15.4 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 the school and enjoy their learning in a safe environment.
- 15.5 We have urged all staff members, including the janitor, school bus drivers, nanny and nanny van drivers 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 workers of school buses and nanny vans, to take their temperature before going to school. If they have a fever, they must not return to school.

#### 16. Prevention of Coronavirus Measures

- 16.1 Drinking fountains and the vending machine will be temporarily closed. Students should bring enough water to school.
- 16.2 We are mindful of the rapidly changing nature of the COVID-19 pandemic, schools will keep in view the latest development, and parents should pay close attention to any latest announcements of our school as well as the EDB.
- 16.3 The school has alcohol hand rub in all classrooms and special rooms. If students are allergic to alcohol hand rub, they should prepare their own hand sanitizer.
- 16.4 The Hong Kong government will provide every primary school student with two reusable (after washing) masks(CuMask). After the class resumption, our school will distribute the first round of masks for every student with a CuMask. P.6 students have one more extra adult size mask. When school receives the second round of masks, we will distribute them to students as soon as possible.

#### 17. Cooperation with Parents

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

- 17.1 Pay attention to the health condition of your child. He/She should stay away from school and see a doctor immediately if symptoms, especially fever, is detected.
- 17.2 Take your child's 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.

- 17.3 To prevent infection, please ask your child to wear a mask (also applicable when taking school buses, nanny vans or other transportations) and bring a spare mask, tissue paper and alcohol hand rub (if needed) to school every day.
- 17.4 Portable air purifiers or goggles should be simple. Students should put a name tab on them and keep them properly to themselves.
- 17.5 To keep teachers informed of the health condition of students, please complete the travel history and health status of student declaration form to provide us with the following information:
- (a) travel history of your child outside Hong Kong in the past 14 days;
  - (b) whether your child has confirmed infection of COVID-19;
  - (c) the health status of those taking care of your child, or those living with your child;
  - (d) the current health status of your child.

Please return the Proforma on or before the first day of class resumption. For those who have contracted the virus and have recovered, if they are still within the 14-day quarantine period, they must not go to school.

- 17.6 Parents must fill in the travel history and health status of student declaration form based on the student's updated health condition. The ways of filling in the declaration form are as follows:

(a) E-edition

Please fill in the E-edition form on or before 6th June, 2020(P.4-6) or 13th June, 2020(P.1-3).



English version: <https://forms.gle/kqdQ1H4rGAUkEp8v6>

(b) Hard copy

Please print out the form(Annex) or get it from our general office. Fill in the form and return it on the first day of class resumption.

- 17.7 After the resumption of 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 been confirmed infection of COVID-19; or
  - (b) Your child has been classified as “close contact of an infected person” with COVID-19\*

18. School bus fee

18.1 The school bus supplier will collect the school bus fee for the months of June and July.

18.2 If there are any enquiries please contact school bus supplier, Mrs. Chung at (9477 1323).

19. Summer School Uniform

All students must wear summer school uniform. (If there are any special needs, please contact our school).

## 20. Student Health Service and Student Dental Care Service

**Student Dental Care Service:** P.1-6 students will be brought by parents to the dental clinic for check-up according to the time on the notification letter.

**Student Health Service:** We wait for the notification from the Student Health Service Centre. If we get the updated news, we will inform parents as soon as possible.

## 21. Arrangements for Activities, Training and After School Interest Classes:

| Date            | Events  | Follow-up   |
|-----------------|---|---|
| <b>2nd term</b> | <b>1. Saturday Paid Classes :</b><br>(including LEGO, football, harp and violin)  | LEGO Class and football Class:<br>Cancelled<br>Harp and Violin Class: To be Confirmed |
|                 | <b>2. Other kinds of After School Interest Classes :</b><br>(including Homework Tutorial, Cub Scout, Percussion, Hand Chimes, Little Reporter (English), Chinese Little MC, Pop Band, African Drum, Drawing, Visual Arts Group, English Drama, Phonics, Oriental Dance, Martial Arts, Mini-tennis, Football, Cricket, Table Tennis, Floor Curling, New Immigrants Class, and P.6 Math Tutorial) | Cancelled   |
|                 | <b>3. Planned visits and other kinds of competitions</b>  | Cancelled   |
|                 | <b>4. P.1 and P.2 After School Homework Tutorial (Rainbow Scheme)</b>   | Cancelled   |
|                 | <b>5. P.1 After School Homework Tutorial (Fridays)</b>  | Cancelled   |
|                 | <b>6. PTA Family Day Camp</b>   | Cancelled. Refunds will be returned to the related students                           |
|                 | <b>7. Hong Kong Schools Music Festival</b>  | Cancelled. Parents will be informed to come to school to receive refunds.             |
|                 | <b>8. Extra-Curricular Activities (Wednesdays)</b>  | Cancelled   |
|                 | <b>9. Graduate Photo-taking</b>   | Changed to 15th June  |
|                 | <b>10. P.3 Territory-wide System Assessment (TSA)</b>   | Cancelled as announced by the EDB   |
|                 | <b>11. STEM Day</b>   | Cancelled   |
|                 | <b>12. Study Tour</b>   | Cancelled. Parents will be informed to come to school to receive refunds.             |

Parents and students should always pay attention to the latest news about the epidemic situation, for details, please refer to the news and notices from the Centre for Health Protection(Website : <https://www.chp.gov.hk/tc/index.html>) With the efforts of all, we hope we can get through the dark of the epidemic. The lives of teachers, students and parents will be back to be normal and healthy soon!

**The Headmistress of Islamic Primary School**



**Annex**  
Islamic Primary School  
2019 Coronavirus Disease (COVID-19)  
Declaration form for travel history and health status of students

Name of Student : \_\_\_\_\_ Class : \_\_\_\_\_ Sex : M/F

*Please complete the below form and return to schools (Please put a “✓” in the appropriate box)*

**Part A – Travel history of your child outside Hong Kong in the past 14 days**

My child has not been away from Hong Kong in the past 14 days prior to class resumption

My child has paid visit outside Hong Kong in the past 14 days prior to class resumption

Duration: From \_\_\_\_\_ (Month) \_\_\_\_\_ (Day) (Departure date)

To \_\_\_\_\_ (Month) \_\_\_\_\_ (Day) (Arrival date)

Destination (Please specify countries and cities) : \_\_\_\_\_

**Part B – Whether your child has confirmed infection of COVID-19**

My child has not confirmed infection for COVID-19.

My child has confirmed of COVID-19 infection and has already recovered. Hospitalization Period :

From \_\_\_\_\_ (Month) \_\_\_\_\_ (Day)

To \_\_\_\_\_ (Month) \_\_\_\_\_ (Day)

**Part C – Health status of those taking care of your child, or those living with your child**

Person taking care of or living together with my child has not confirmed infection for COVID-19

Person taking care of or living together with my child has confirmed infection for COVID-19, the person has recovered / is still receiving treatment in hospital / has been discharged from hospitals and taking medicine. (please delete as appropriate)

Relation with my child (please specify)

Person taking care of or living together with my child, has not been classified as “close contact of an infected person”<sup>\*</sup> of COVID-19.

**Part D – Current health status of your child**

My child has no symptoms of cough, shortness of breath, breathing difficulty and sore throat.

Name of Parent/Guardian (in Block Letter) : \_\_\_\_\_

Signature of Parent/Guardian : \_\_\_\_\_

Date : \_\_\_\_\_

<sup>\*</sup> In general, close contact means having cared for, having lived with, or having had direct contact with respiratory secretions and body fluids of a confirmed patient.