

ISLAMIC PRIMARY SCHOOL
NOTICE
After School Dismissal Arrangement

E/IC/SC/19/4
2nd September, 2019

Dear Parents,

In order to assure the safety of students after school when crossing the road where the Light Rail Trains run, our school maintains the following arrangements. Please complete the attached reply slip and return it to the class teacher.

1) Home Return Group:

There are two groups this school year. Unless parents pick up the students after school or go home by school bus, they **MUST** join one of the groups.

a) Group One (Yau Oi Homing Team) - For students who live in On Ting Estate or Yau Oi Estate (other than Oi Ming House and Oi Hei House); and includes students crossing the road to take the Light Rail Train to Tuen Mun, Yuen Long, or Tin Shui Wai; and, for those taking the bus to Kwai Fong, Kwai Chung, Tung Chung.

b) Group Two (KCR Homing Team) - For students who take the bus to Fu Tai Estate, Tsuen Wan or Gold Coast; including students taking the West Rail to Yuen Long or Tin Shui Wai.

Teachers will lead the groups every day and supervise students crossing roads and walking to Tuen Mun West Rail Station until they get on the public transport. They should obey the rules and follow the teacher's instructions as well as be polite.

2) Students going home individually:

Only students living in **Oi Ming House** or **Oi Hei House** (Yau Oi Estate) and who **do not** belong to the above groups can go home using footbridges, zebra crossings or subways.

3) For students being picked up by parents/guardians, the dismissal time is:

3:30p.m. (Monday to Thursday) and 12:45 p.m. (Friday). Parents may wait for the students at Gate 4(basketball court). In case of bad weather, the school table tennis area will be opened for school dismissal. Parents should wait for students at Gate 1. Due to limited space, parents are advised to leave the school immediately after picking up their children.

4) School Bus Teams.

Notes:

1. 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 misunderstandings. Please **talk to the class teacher directly**. Leaving messages with office staff or teaching assistants **is not recommended**. **Verbal changes to dismissal arrangements by students will not be accepted.**
2. 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 one day beforehand.**

Yours sincerely,



Ng Sui Lan
Headmistress