

**Islamic Primary School**  
**Arrangements for Whole-day Face-to-Face Classes**

E/IC/SC/22/88  
13<sup>th</sup> January, 2023

Dear Parents,

From 13<sup>th</sup> February, 2023 (Monday), we will provide whole-day face-to-face classes for all students. The arrangements are as follows:

**1. Resumption date and school hours:**

Class Level	Resumption Date	Start Time	Dismissal Time
P.1-6	13 <sup>th</sup> February, 2023	8:05 a.m.	Refer to point 2

Remarks:  
Students may have access to the school from 7:35 a.m. (except for arrivals from the school buses).

**2. Dismissal Arrangement:**

Dismissal Way	Homing team, Students leave school on their own / Cross-border Bus teams	School Bus Teams	Pick up by Parents Team
Dismissal Time (Monday to Thursday)	3:30 p.m.	3:45p.m. (Leave School)	3:40p.m. #Refer to (e)
Dismissal Time (Friday)	12:55 p.m.	1:10p.m.	1:05p.m. #Refer to (e)

Remarks:

- Student dismissal will be based on the 1st term records.
- If it is necessary to change the way to return home, please advise the class teacher and/or the school bus driver by stating the reasons in detail in the student's handbook at least *one day in advance*.
- 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.
- Verbal changes to dismissal arrangements by students will not be accepted.
- 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.

[Health Protection Measures for Schools \(E\).pdf \(edb.gov.hk\)](#)



#### 4. Timetable

4.1 Monday to Thursday: Lessons 1 to 8 will follow the existing timetable, 35 minutes each.  
Lesson 9 (Homework Tutorial Class) is 45 minutes.

4.2 Friday: Lessons 1 to 6 will follow the existing timetable, 30 minutes each.  
Lessons 7-8 will carry out extra-curricular activities, Personal Growth lesson or Moral and Civic Education lesson, 30 minutes each.

#### 4.3 Class Time Table (Sample)

Lesson	Whole Day	Mon	Tue	Wed	Thu	Half Day	Fri
	8:05/ 8:20	Class Teacher Period				8:05/ 8:15	Class Teacher Period
	8:20/ 8:35	Flag Raising Ceremony / Chinese Cultural Learning Period	Reading			--	--
1	8:35/ 9:10					8:15/ 8:45	
2	9:10/ 9:45					8:45/ 9:15	
	9:45/ 10:00	Recess				9:15/ 9:25	Recess
3	10:00/ 10:35					9:25/ 9:55	
4	10:35/ 11:10					9:55/ 10:25	
	11:10/ 11:30	Recess				10:25/ 10:45	Recess
5	11:30/ 12:05					10:45/ 11:15	
6	12:05/ 12:40					11:15/ 11:45	
	12:40/ 1:35	Lunch				11:45/ 11:55	Recess
7	1:35/ 2:10					11:55/ 12:25	Extra-Curricular Activities / Civic Education / Personal Growth Lesson
8	2:10/ 2:45					12:25/ 12:55	
9	2:45/ 3:30	Homework Tutorial Class				2:30/ 4:30	Teachers Co-Planning

#### 5. Recess

5.1 School will arrange students to have recess in classrooms or playgrounds so as to avoid overcrowding in the school.

5.2 The vending machine is not provided.

5.3 When whole-day face-to-face classes resume, students will be required to have lunch on campus and be supervised by teachers. (For lunch arrangements, please refer to school notice No. 85)

#### 6. Tutorial Classes and Interest Classes Arrangement

6.1 All Saturday interest classes will continue on Saturdays according to the schedule of the first term. It will start on 25<sup>th</sup> of February.

## 6.2 After-school Tutorial Classes

The following online after-school classes will be held face-to-face during school hours (2:45-3:30 p.m.).

The starting date will be postponed from Week 2 to Week 3, and it will be finished in Week 18. The course dates may be changed, please refer to the following table:

Class	Previously (Online)	The new arrangement (Face-to-Face 2:45 – 3:30 p.m.)
P.1 Monday Tutorial Classes	Monday	Monday (Unchanged )
P.1 Monday English Tutorial Classes	Monday	Monday (Unchanged )
P.1/P.2 Tutorial Classes (Rainbow Learning Support Scheme)	Tuesday	Tuesday (Unchanged )
P.2 Chinese Remedial Teaching Class	Monday	Monday (Unchanged )
P.2 Chinese Remedial Teaching Class (2A)	Wednesday (Completed)	
P.2 Chinese Remedial Teaching Class (2B)	Wednesday (Completed)	
P.3 Chinese Remedial Teaching Class	Tuesday	Change to Monday
P.3 Chinese Remedial Teaching Class	Tuesday	Tuesday (Unchanged )
P.3 Chinese Remedial Teaching Class	Friday	Change to Thursday
P.4 Chinese Remedial Teaching Class	Monday	Monday (Unchanged )
P.2 English Remedial Teaching Class	Monday	Monday (Unchanged )
P.5 English Remedial Teaching Class	Tuesday	Change to Thursday
P.2 Mathematics Remedial Teaching Class	Tuesday	Tuesday (Unchanged )
P.4 Mathematics Remedial Teaching Class	Tuesday	Change to Thursday
P.5 Mathematic Enhancement Program	Monday	Change to Wednesday
P.6 Mathematic Enhancement Program	Monday	Change to Wednesday
Chinese Enhancement Program	Tuesday	Change to Thursday

**In addition, the following programs will still be held online in the 2<sup>nd</sup> Term:**

Class	Previously (Online)	The new arrangement (Online)
Newly Arrived Immigrant Student Tutorial Class	Tuesday 2:45p.m.-3:45p.m.	Change to Friday 2:45p.m.-3:45p.m. (Class dates and login information will be informed later)

## 6.3 Monday to Friday Interest Classes

Class	Previously (Online)	The new arrangement (Online)
Drawing Class(Online)	Wednesday / Thursday 3:00p.m.-4:00p.m.	Change to Friday 3:00p.m.-4:00p.m. (Class dates and login information will be informed later)

## **7. Arrangement of the second term examination and Post-exam activities**

- 7.1 The second term examination for P.6 will be from 23<sup>rd</sup> March to 28<sup>th</sup> March.
- 7.2 The second term examination for P.1-P.5 will be from 13<sup>th</sup> June to 16<sup>th</sup> June.
- 7.3 After the examinations for P.1-P.5, the school will arrange Consolidation Week and Post-exam Activities for students. The school hours and details will be informed later.

## **8. School Campus Cleansing and Hygiene**

- 8.1 Our school has hired an outsourcing service for atomized disinfection of our school campus regularly.
- 8.2 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.
- 8.3 We have urged all staff members, including the janitors, school bus drivers, nannies and school bus 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, to take their temperature before going to school. If they have a fever, they must not return to school.
- 8.4 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.
- 8.5 As the epidemic situation of Corvid-19 may still change, the school will continue to monitor the situation closely and parents should also pay attention to the latest announcements of the Education Bureau and our school.
- 8.6 The “Vaccine Pass” requirement for the school sector and the quarantine arrangements for close contacts have been lifted since 29 December 2022.

## **9. 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:

- 9.1 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.
- 9.2 All teachers, school staff and students are required to complete a regular rapid-antigen test (RAT) each day before returning to school. RAT should be conducted in the morning and only those with a negative result are allowed to return to schools for work/lessons. Parents must fill in the "Rapid Antigen Test Record Sheet" in the handbook and sign it after receiving the RAT negative result.

Students testing positive should not return to school and inform the school of their positive results as soon as possible and stay at home. They should also report to the Department of Health as soon as possible and within 24 hours via the “Declaration System for individuals tested positive for COVID-19 using Rapid Antigen Test” (<https://www.chp.gov.hk/ratp/>). Schools are required to collect positive results under RAT of all teachers, school staff and students and report the positive cases to the Centre for Health Protection before 10:00 a.m. daily. If a test cannot be completed on time, the concerned student cannot have lessons. The school should inform the concerned parents to arrange for the students’ departure as soon as possible.

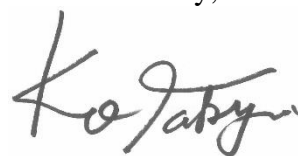
Students who take the school bus must show the "Rapid Antigen Test Record Sheet" of the day to the nanny when boarding the school bus. If the relevant record is not presented, the student cannot board the bus, and parents are requested to arrange the student to go home as soon as possible.

According to the guidance of the Education Bureau, for those who have recovered from COVID-19, they do not need to undergo testing within 3 months from the date of recovery (except those with symptoms). If a student has been diagnosed with COVID-19, parents must notify the school with proof for the school to make the appropriate arrangements.

- 9.3 To prevent infection, 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.
- 9.4 For students who have been away to places outside Hong Kong, parents must comply with the latest epidemic prevention requirements of the Department of Health, and notify our school.
- 9.5 Parents are requested to notify our school at 2450-2270 immediately in case of your child has been confirmed infection of COVID-19, to facilitate our prompt action in taking contingency measures and informing the EDB.

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 back to be normal and healthy soon!

Yours sincerely,



Ko Tak Yin  
Headmistress

---

**Reply Slip**  
**Arrangements for Whole-day Face-to-Face Classes**

E/IC/SC/22/88

Dear Headmistress,

I have read and acknowledged the above content of this notice.

Parent's Signature: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Class: \_\_\_\_\_

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