

**TWGHs Lui Yun Choy Memorial College**  
**October Letter to Parents (F.1-F.3)**

28<sup>th</sup> September 2024

Dear Parents,

This is to inform you of the arrangements of the school affairs, as well as an update on some of our school activities in October. The following is the summary of the school circulars concerned:

**Payment for School Activities:**

- Pay list for October 2024-2025 (Payment Circular No.19 (24-25))
- Parents Teachers Association and Subscription Fees of the Chinese Magazine (Payment Circular No.20 (24-25))
- Purchase of Chinese Exercises (Payment Circular No.21 (24-25))
- Subscription to English Newspapers (Pay Circular No.22 (24-25))
- Purchase of Physics Supplementary Notes for F.3 Students (Payment Circular No.23 (24-25))

**Events for Whole Schools:**

- Special Schedule in October and November (School Circular No.80 (24-25))
- Annual General Meeting of Parents-Teachers Association and F.1 Parents Day (School Circular No.81 (24-25))
- Assembly Times of Clubs and Societies (School Circular No. 82 (24-25))
- TWGHs Joint Secondary Schools Athletic Meet (School Circular No.83 (24-25))

**Events for Particular Forms:**

- F.1 to F.5 First Term Uniform Test (School Circular No.84 (24-25))

You can also find this information on our school website at <http://www.lycmc.edu.hk>. If you have any comments or opinions on our school policies, please feel free to contact our general office at 27060743 or complete the reply slip and return to the class teachers concerned. Suggestions are most welcome.

With Best Regards,



Mr. Lai Wai Kong  
(The Principal)





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

\_\_\_\_\_ - \_\_\_\_\_ - 2024

**Reply-slip of the October Parents' Letter**

**Part I (Compulsory)**

Dear Mr. Lai,

I acknowledge the details of the October school circular and agree to authorize the school to deduct the fees from student's account via the electronic payment system.

Yours sincerely,

\_\_\_\_\_ (Signature of Parent/Guardian)

\_\_\_\_\_ (Name of Parent/Guardian)

\_\_\_\_\_ (Name of Student)

— End of Part I —

**Part II (Optional)**

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

\_\_\_\_\_ - \_\_\_\_\_ - 2024

I would like to offer the following suggestions on the October school circulars:

\_\_\_\_\_  
\_\_\_\_\_

Yours sincerely,

\_\_\_\_\_ (Signature of Parent/Guardian)

\_\_\_\_\_ (Name of Parent/Guardian)

\_\_\_\_\_ (Name of Student)

— End of Part II —

**School's Follow-Up (To be filled in and submitted to Ms. Leung of the general office by the class teacher.)**

\_\_\_\_\_ 2024

the opinion has been reflected to the department concerned and a reply has been made to the parent.

the opinion has been referred to the department concerned \_\_\_\_\_ for follow up.

\_\_\_\_\_ (Name of Class Teacher)  \_\_\_\_\_ (Endorsed by the Vice Principal)

\_\_\_\_\_ (Signature of the Class Teacher)  \_\_\_\_\_ (Endorsed by the Principal)

\_\_\_\_\_ (Name & signature of follow up teacher)

Please ✓ the appropriate boxes.

Class teacher has to submit a simple report (including date, time and contact person) and submit to Ms. Carmen Leung for record.

**Payment for School Activities:**

● **Pay list for October 2024-2025 (Payment Circular No.19 (24-25))**

Pay list for October 2024-2025 includes Parents Teachers Association fee and subscription fees of the Chinese magazine and English Newspapers, Chinese Exercises for F.1-F.4 and Physics supplementary notes for F.3.

For details, please refer to Payment Circular No.19.

Form	* PTA fee	* Chinese Magazine	Chinese exercises	English Newspapers	Physics Supplementary Notes	Total	(Date of Payment)
F.1	\$50	\$12	\$217	\$122.54	--	\$401.54	(10/10/2024)
F.2	\$50	\$12	\$140	\$122.54	--	\$324.54	
F.3	\$50	\$12	\$140	\$122.54	\$36	\$360.54	
F.4	\$50	\$12	\$260	\$122.54	--	\$444.54	
F.5	\$50	\$12	--	\$122.54	--	\$184.54	
F.6	\$50	\$12	--	\$52.54	--	\$114.54	

\* If students have siblings studying in this school, they only need to pay once by the youngest sibling.

Payment should be made by electronic payment system through PPS, while other payments are not accepted.



● **Parents Teachers Association and Subscription Fees of the Chinese Magazine (Payment Circular No.20 (24-25))**

All parents are members of the school's Parents-Teachers Association (PTA). The membership fee for PTA is \$50. The subscription fee for the Chinese magazine is \$12.

If students have siblings studying in this school, they only need to pay once by the youngest sibling. The payment of the above fees, which is a total of HK\$62, should be made by electronic payment system through PPS. For details, please refer to the Payment Circular No.19.

For enquiries about Parents Teachers Association, please contact our teacher, Ms. Yuen Wing Sum.

For enquiries about the Chinese Magazine, please contact our teacher, Ms. Luk Yin Wai.

● **Purchase of Chinese Exercises (Payment Circular No.21 (24-25))**

To strengthen the foundation of students' Chinese Language skills, F.1 to F.4 students are required to purchase the following supplementary exercise books and school-based materials.

級別	名稱	價錢	出版商	總數
中一	初中校本寫作手冊 (用三年)	\$77	星凱出版社	\$217
	初中校本文言文閱讀理解	\$70		
	初中校本白話文閱讀理解	\$70		
中二	初中校本文言文閱讀理解	\$70		\$140
	初中校本白話文閱讀理解	\$70		
中三	初中校本文言文閱讀理解	\$70		\$140
	初中校本白話文閱讀理解	\$70		
中四	高中校本寫作手冊 (用三年)	\$83		\$260
	高中校本閱讀理解 (用三年)	\$89		
	高中校本文化教材 (用三年)	\$88		

It is mandatory for all F.1 to F.4 students to purchase the above supplementary exercise books. The payment should be made by electronic payment system through PPS. For details, please refer to the Payment Circular No.19.

For enquiries, please contact our teacher, Ms. Luk Yin Wai.

● **Subscription to and English Newspapers (Pay Circular No.22 (24-25))**

To get students into a reading habit and to enhance their academic results, students are required to subscribe to quality English newspapers. The subscription fee is at a discounted rate as shown below. Student also need to purchase a plastic folder. Payment should be made by electronic payment system through PPS. For details, please refer to the Pay Circular No.19.

For enquiries, please contact our teachers, Ms. Law Ka Ka or Ms. Miu Sze Ki. The details are shown as follows:

Form	Name of newspaper	Fee	Number of issues	Plastic Folder	Charges per student
F.1 to F.5	South China Morning Post	\$10	12	\$2.54	\$122.54
F.6	South China Morning Post	\$10	5	\$2.54	\$52.54

- **Purchase of Physics Supplementary Notes for F.3 Students (Payment Circular No.23 (24-25))**

To raise students' language standard and prepare them for the learning of NSS curriculum, notes will be tailor-made by their Physics teachers. If students lose their notes, they are required to borrow the original notes from their teachers for copying. The payment (\$36) should be made by electronic payment system through PPS. For details, please refer to the Payment Circular No.19.

For enquiries, please contact our teacher, Mr. So Wing Yeung.

## Events for Whole Schools:

### ● **Special Schedule in October and November (School Circular No.80 (24-25))**

<b>Date</b>	<b>Event</b>
26 <sup>th</sup> September 2024 (Thursday) to 14 <sup>th</sup> October 2024 (Monday)	<b>F.6 1<sup>st</sup> Mock Examination</b> Please refer to the School Circular No.386 (23-24) in July Letter to Parents for details.
1 <sup>st</sup> October, 2024 (Tuesday)	<b>The National Day</b> Students are not required to return to school on that day and should have revision at home.
11 <sup>th</sup> October, 2024 (Friday)	<b>Chung Yeung Festival</b> Students are not required to return to school on that day and should have revision at home.
12 <sup>th</sup> October, 2024 (Saturday)	<b>Annual General Meeting of Parents-Teachers Association (11:15am-1:00pm)</b> Please refer to School Circular No.81 (24-25) for details. <b>Campus Tour organized by Sai Kung District School Heads Association (2:35pm-3:15pm)</b> Students are not required to return to school on that day.
17 <sup>th</sup> October, 2024 (Thursday)	<b>LYC Experience Day</b> P.6 students from Shun Tak Fraternal Association Leung Kit Wah Primary School will visit our school. Our students will have lessons as usual.
22 <sup>th</sup> October, 2024 (Tuesday) to 23 <sup>th</sup> October, 2024 (Wednesday)	<b>F.6 Geography Learning Camp</b>
29 <sup>th</sup> October, 2024 (Tuesday) to 30 <sup>th</sup> October, 2024 (Wednesday)	<b>TWGHs Joint Secondary Schools Athletic Meet</b> Please refer to School Circular No.83 (24-25) for details.
31 <sup>st</sup> October, 2024 (Thursday)	<b>School Holiday</b> Students are not required to return to school on that day.
1 <sup>st</sup> November, 2024 (Friday) to 7 <sup>th</sup> November, 2024 (Thursday)	<b>F.1 to F.5 First Term Uniform Test</b> Please refer to School Circular No.84 (24-25) for details.

For enquiry, please contact our Vice-principal, Mr. Tsui Ka Wai.

### ● **Annual General Meeting of Parents-Teachers Association and F.1 Parents' Day (School Circular No. 81 (24-25))**

The annual general meeting of the Parents-Teachers Association will be held on 12<sup>th</sup> October, 2024 (Saturday). All F.1 students and parents should attend the meeting. Students should arrive at school in tidy school uniform by 11:00 a.m. Parents other than F.1 are also welcome to join the above meeting.

To help parents understand F.1 students' performance in school, there will be F.1 group meeting after the annual general meeting. If students are to be absent because of special reasons, they are required to submit their application for leave to their class teachers prior to the day of leave.

#### **The annual general meeting of the Parents-Teachers Association**

Date	: 12 <sup>th</sup> October, 2024 (Saturday)
Time	: 11:15 a.m. to 1:00 p.m. (Please arrive at the hall before 11:00 a.m.)
Target	: F.1 to F.6 Parents
Content	: Annual Report
Venue	: School hall

For enquiry, please contact our teacher, Ms. Yuen Wing Sum.



● **Assembly Times of Clubs and Societies (School Circular No. 82 (24-25))**

The following are the assembly times of clubs and societies. Parents can refer to the assembly times of various activities. Some clubs and societies do not have fixed assembly times. If the activity times change, parents will be notified through a parent letter.

For enquiry, please contact the chief teacher of each society or our teacher, Mr. Cheung Ming Fai.

<b>Society</b>	<b>Chief Teacher</b>	<b>Assembly Times of Clubs and Societies</b>
English society	Ms. Miu Sze Ki	Every Friday Lunch (13:30 – 14:15)
Home Economics Society	Ms. Wong So Yee	Every other Day 7 Lunch (13:00 – 14:15)
Art Society	Ms. Chan Yun Yi	Second semester: Every Friday (16:00 – 17:00)
Boys' Brigade	Mr. Fong Yuk Wah	Every Thursday (16:00 – 17:00)
Red Cross Cadets	Mr. Leung Yiu Hung	Every Thursday 16:00 – 17:00
Campus TV Station	Mr. Lo Wing Hong	Every morning (except Thursday)
Student Librarians	Ms. Hui Suk Lan	After school every day (16:00 – 17:00)
Applied Science and Technology Club	Mr. Yan Ho Kiu	Every Friday (16:00 – 17:30)
English Speech and Debating Club	Ms. Chan Sze Wan	Every Wednesday (16:00 – 17:00)
Chinese Debating Club	Ms. Ho Yui	Every Wednesday (16:00 – 17:30)
Tea Therapy Club	Ms. Law Oi Shan	Every Wednesday (16:00 – 17:00)
Folk Dance Club	Ms. Cheung Shuk Fong	Every Wednesday (16:00 - 18:00)
Chinese Drama Club	Ms. Law Oi Shan	Every Wednesday (16:00 – 17:30)
English Drama Club	Ms. Yang Hongyu	Every Thursday (16:00 - 17:30)
Chinese Orchestra	Mr. Hui Hong Kiu	Every Wednesday( 16:00 - 18:00 )
Orchestra	Mr. Mak Hok Kiu	Every Wednesday( 16:00 - 18:00 )
Choir	Ms. Lam Sum Yin	Every Tuesday (16:00 –18:00)
Dulcimer		Every Monday (16:00 – 17:00)
Flute A 、 B		Every Monday (16:00 – 17:00 / 17:00-18:00)
Violin A 、 B		Every Tuesday (16:00 – 17:00 / 17:00-18:00)
Lute		Every Tuesday ( 16:00 - 17:00 )
Classical guitar A 、 B		Every Tuesday (16:00 – 17:00 / 17:00-18:00)
Clarinet		Every Tuesday ( 16:00 - 17:00 )
Small flute AB		Every Friday (16:00 – 17:00 / 17:00-18:00)
Guzheng		Every Friday (16:00 - 17:00 )
Saxophone		Every Friday (16:00 - 17:00 )

<b>Society</b>	<b>Chief Teacher</b>	<b>Assembly Times of Clubs and Societies</b>
Chinese percussion	Ms. Lam Sum Yin	Every Friday (16:00 - 17:00 )
erhu		Every Friday (16:00 - 17:00 )
Athletic Team ( Track event )	Ms. Shum Sin Ting	Every Tuesday 、 Thursday (16:00 - 18:00)
Athletic Team ( Jumping event )	Ms. Shum Sin Ting	Every Monday (16:00 - 18:00)
Athletic Team ( Throwing event )	Mr. Wong Chi Hang	Every Friday (07:15 - 08:15)
Athletic Team ( Hurdle event )	Mr. Yu Chun Tung	Every Monday (16:00 - 18:00)
Cross Country Team	Ms. Shum Sin Ting	Every Tuesday 、 Thursday (16:00 - 18:00) 、 Saturday morning
Badminton Team	Mr. Ma Chi Ho	Every Wednesday (16:00 - 18:00)
Male Basketball Team	Mr. Chan Chung Hin	Every Wednesday 、 Friday (16:00 - 18:00)
Male Volleyball Team	Mr. Lam Kim Fung	Every Monday 、 Thursday (16:00 - 18:00)
Female Volleyball Team	Mr. Yu Chun Tung	Every Tuesday 、 Wednesday 、 Friday( 16:00 - 18:00 ) Every Saturday morning
Rugby Team	Mr. Wong Siu Ki	Every Thursday (16:00 - 18:00)
Judo Team	Ms. Law Ka Ka	Every Tuesday (16:00 - 18:00)
Shuttlecock Team	Mr. Cheung Ming Fai	Every Tuesday (16:00 - 18:00)
Table Tennis Team	Mr. Cheuk Tak Ming	Every Monday 、 Wednesday (16:00 - 18:00)
Tennis Team	Mr. Tang Siu Lun	Every Tuesday 、 Friday( 16:00 - 18:00)



● **TWGHs Joint Secondary Schools Athletic Meet (School Circular No. 83 (24-25))**

TWGHs Joint Secondary Schools Athletic Meet will be held at the Siu Sai Wan Sports Ground on 29<sup>th</sup> October, 2024 (Tuesday) and 30<sup>th</sup> October, 2024 (Wednesday). As 29<sup>th</sup> October 2024 is a preliminary heat, only athletes will attend the event. Other students will have a normal school day. The final will be held on 30<sup>th</sup> October 2024. All Form 3 and Form 4 students and students with duties are required to attend. The details are listed as follows:

<b>F3 and F4 students and Students with duties</b>	
Roll-call Time	9:15 a.m.
Assembly Point	Siu Sai Wan Sports Ground
Dismissal Time	About 4:15 p.m.
Dismissal Place	Siu Sai Wan Sports Ground
Lunch Arrangement	Students are allowed to have lunch at the Sports Ground or nearby restaurants.
Type of Wear	All students should be in proper winter P.E. uniform.
Remarks	All students should bring along their student ID card.

The joint secondary schools athletic meet is a special function of our school. Students who are absent without good reasons will be treated as truants. Medical certificates should be submitted to school for sick leaves.

How to get to Siu Sai Wan Sports Ground:

1. Bus: NWFB No. 694, from Tiu Keng Leng MTR Station to Siu Sai Wan

<https://www.nwstbus.com.hk/routes/routeinfo.aspx?intLangID=2&searchtype=1&routenumber=694&route=694&routetype=D&company=7&exactMatch=yes>

2. Green minibus: 62 green minibus, MTR Heng Fa Chuen Station→Blue Bay Peninsula

Form 5 and 6 students are required to have normal lessons, 30<sup>th</sup> October, 2024 will be Day 7. Form 1 and 2 students are not required to attend school, students are reminded to make good use of their time doing revision at home.

The lunch supplier will provide lunch as usual on 29<sup>th</sup> October, 2024. School will arrange cancellation for athletes. The lunch supplier will not provide lunch on 30<sup>th</sup> October, 2024 due to not meeting minimum amount. School will arrange cancellation for the whole school.

For enquiries, please contact our teachers, Ms. Lau King Tak (athletic meet) and Ms. Wong So Yee (lunch arrangement).

## **Events for Particular Forms:**

### **● F.1 to F.5 First Term Uniform Test (School Circular No.84 (24-25))**

The First Term Test for Form 1 to Form 5 students will be held from 1<sup>st</sup> to 7<sup>th</sup> November 2024. Please see the attached document for details. Students can go home and do revision after the test. No lesson will be held in the afternoon. Form 4 and Form 5 students who do not have any exam on the day, they should not come back to school. Those who do not have to sit the second session test can also go home after the first session. In case school has to be cancelled due to deteriorating weather conditions, the test(s) scheduled on that day will be cancelled and postponed to a later date while other tests that followed will be preceded as scheduled.

For enquiry, please contact our teacher, Ms. Cheng Yuen Ming.

### 2024-2025 F.1 to F.5 1<sup>st</sup> Term Test Timetable

Form 1	1 <sup>st</sup> November (Fri)	4 <sup>th</sup> November (Mon)	5 <sup>th</sup> November (Tue)	6 <sup>th</sup> November (Wed)	7 <sup>th</sup> November (Thu)
Subjects time	Putonghua 08:30 – 09:00	Chinese 08:30 – 09:30	Mathematics 08:30 – 09:30	English 08:30-09:30	Chinese History 08:30 – 09:00
Subject time	Integrated Science 09:30 – 10:15	Geography 10:00 – 10:30	History 10:00 - 10:30		

The tests on 1<sup>st</sup> November (Fri) will be held at the Hall, the rest of the tests will be held in the classrooms.

Form 2	1 <sup>st</sup> November (Fri)	4 <sup>th</sup> November (Mon)	5 <sup>th</sup> November (Tue)	6 <sup>th</sup> November (Wed)	7 <sup>th</sup> November (Thu)
Subject time	Chinese 08:30 – 09:30	English 08:30 – 09:30	Chinese History 08:30 – 09:00	Integrated science 08:30 –09:15	Mathematics 08:30 – 09:30
Subject time	Geography 10:00– 10:30	History 10:00 - 10:30			

The tests will be held in the classrooms.

Form 3	1 <sup>st</sup> November (Fri)	4 <sup>th</sup> November (Mon)	5 <sup>th</sup> November (Tue)	6 <sup>th</sup> November (Wed).	7 <sup>th</sup> November (Thu)
Subject time	Mathematics 08:30 – 09:30	Integrated Science (Physics) 08:30 - 09:00	Chinese 08:30 – 09:30	Geography 08:30 - 09:00	English 08:30 – 09:30
Subject time	Chinese History 10:00 - 10:30	Integrated Science (Biology) 09:30 - 10:00	History 10:00 - 10:30	Life & Society (Economics) 09:30 - 10:00	Integrated Science (Chemistry) 10:00 – 10:30

The tests will be held in the classrooms.



Form 4	1 <sup>st</sup> November (Fri)	4 <sup>th</sup> November (Mon)	5 <sup>th</sup> November (Tue)	6 <sup>th</sup> November (Wed)	7 <sup>th</sup> November (Thu)
Subject (Venue) Time	Chinese (SRC) 08:30 – 09:30	Mathematics (SRC) 08:30 – 09:30	English (SRC) 08:30 – 09:30	Citizenship and Social Development (SRC) 08:30 – 09:15	Physics (SRC) 08:30 – 09:30
Subject (Venue) Time	Biology (Room 603) 10:00-11:00  Geography (Room 604) 10:00-11:00  Economics (Room 605) 10:00-11:00  History (Room 606) 10:00-11:00  M2 (Room 607) 10:00-11:00	Business, Accounting and Financial Studies (Room 604) 10:00-11:00  Chinese History (Room 605) 10:00-11:00  Visual Arts (Room N502) 10:00-12:00	Chinese Literature (Room 604) 10:00-11:00  Tourism and Hospitality (Room 605) 10:00-11:00  Information and Communication Technology (Room 606) 10:00-11:00	Chemistry (SRC) 09:45 - 10:45	

Form 5	1 <sup>st</sup> November (Fri)	4 <sup>th</sup> November (Mon)	5 <sup>th</sup> November (Tue)	6 <sup>th</sup> November (Wed)	7 <sup>th</sup> November (Thu)
subject Time	Chinese Literature (Room 102) 08:30 – 09:30	English (Hall) 08:30 – 09:30	Chinese (Hall) 08:30 – 09:30	Citizenship and Social Development (Hall) 08:30 – 09:15	Mathematics (Hall) 08:30 – 09:30
subject Time	Tourism and Hospitality (Room 105) 08:30 – 09:30  Information and Communication Technology (Room 305) 08:30 – 09:30	Physics (Hall) 10:00-11:00	Chemistry (Hall) 10:00 - 11:00	Biology (Room 603) 09:45 - 10:45  Geography (Room 604) 09:45 - 10:45  Economics (Room 605) 09:45 - 10:45  History (Room 606) 09:45 - 10:45  M2 (Room 607) 09:45 - 10:45	Business, Accounting and Financial Studies (Room 102) 10:00-11:00  Chinese History (Room 105) 10:00-11:00  Visual Arts (Room N502) 10:00-12:00