



ST JOAN OF ARC SECONDARY SCHOOL

聖貞德中學

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Ref no. F402/2024-2025

3 March 2025

Dear Parents,

Dongguan and Shenzhen Career Exploration Trip

To further equip senior secondary students early to seize new opportunities for career development, our school will organize a "Dongguan and Shenzhen Career Exploration Trip (three days)" from March 27 (Thursday) to March 29 (Saturday), 2025. All Form 4 students are required to participate. The details of the event are as follows:

Date of assembly:	March 27, 2025 (Thursday)
Time of assembly:	7:00 am
Place of assembly:	West Kowloon High-Speed Rail Station
Date of dismissal:	March 29, 2025 (Saturday)
Time of dismissal:	6:00 pm
Place of dismissal:	Tin Hau MTR Station
Dress Code:	Casual and Plain Wear

China Travel Service (Hong Kong) Limited, the organizer of the tour group, will hold a briefing session at the school on **Tuesday, 18 March 2025, at 4:00 p.m.** for students participating in the tour. All students are required to attend, and parents are also welcome to join.

We kindly request you to complete the following reply slip, the attached student information form and the health declaration form and return them to the class teacher by 7 March 2025 (Friday) to facilitate early arrangements. For more details and important notes about the activity, please refer to the attached documents and the "Participant Guidelines."

Yours faithfully,



Mr. Yuen Cheung Oi
(Principal)

I have taught you wisdom and the right way to live. (Proverbs 4:11)

Reply Slip

Ref No. F402/2024-2025

Dear Principal,

I have read and noted the content of the circular dated 3rd March, 2025, concerning the Dongguan and Shenzhen Career Exploration Trip. The completed student information form and health declaration form are attached for your perusal.

Name of Student: _____ Class & Class No.: _____ ()

Name of Parent / Guardian: _____

Signature of Parent / Guardian: _____

Date: _____

St. Joan of Arc Secondary School
Dongguan and Shenzhen Career Exploration Trip (3 days)

Student's Information

Students Name : _____ (English) _____ (Chinese, if any)

(Please write your name according to the travel document)

Class : _____ Gender : _____

Email : _____

Phone no. (Mobile) : _____ (Residential) : _____

Emergency Contact information

Name : _____ Relationship with students : _____

Phone no. : _____

Student's Declaration

"I hereby declare that all the information provided above is true and accurate, and I promise to abide by the rules set by the school and the organizing institution, to maintain discipline, participate in related activities, and fulfill the learning requirements set forth in the itinerary."

Name of Student : _____

Signature of Student : _____ Date : _____

Parent/Guardian Consent Form (to be signed by parents and guardians)

I am the parent/guardian* of _____ (Student name) and I hereby consent to the student's participation in the " Dongguan and Shenzhen Career Exploration Trip (3 days)". The student will depart and return with the group as scheduled.

Name of Parent/Guardian : _____

Relationship with Student : _____

Signature of Parent/Guardian : _____ Date : _____

Health Declaration Form for
Dongguan and Shenzhen Career Exploration Trip (3 days)

To ensure the safety of your child, please fill the following form truthfully regarding his/her health condition. This will facilitate the care taking during the trip. The information provided will be kept strictly confidential. Thank you for your cooperation.

Student Name: _____ **Class:** _____ () **Gender:** _____ **Age:** _____

Please check [] and mark with a \checkmark as appropriate.

1. Overall health condition of your child: _____ [] Very good [] Normal [] Unsatisfactory [] Poor
If unsatisfactory or poor, please specify: _____

2. Has your child been admitted to hospital/ undergone surgery in the past three years? [] No [] Yes
If yes, please specify the reason and provide details for surgery: _____

3. Does your child need to take medication regularly? [] No [] Yes
If yes, please specify: _____

4. Has your child undergone surgical procedures in a hospital? [] No [] Yes
If yes, please specify: _____

5. Has your child ever had diseases related to the circulatory system, heart, or blood, such as irregular heartbeat or chest discomfort? [] No [] Yes
If yes, please specify: _____

6. Has your child ever had diseases related to the respiratory system, such as asthma or bronchitis? [] No [] Yes
If yes, please specify: _____

7. Is your child allergic to any food or medication? [] No [] Yes
If yes, please specify: _____

8. Does your child have any other health conditions to declare? [] No [] Yes
If yes, please specify: _____

I hereby declare that the information provided in this health declaration form is correct, and that my child is in good health and has no disease that makes him/her unsuitable to participate in this tour. I also authorize the accompanying teacher or person in charge to make appropriate medical arrangements for him/her in an emergency.

Name of Parent / Guardian: _____ Signature of Parent / Guardian: _____

Date: _____

EDB Greater Bay Area Career Exploration Tours
R1 Dongguan and Shenzhen Career Exploration Trip (three days)
Date:27-29 March 2025

Time		Itinerary	Hotel
Day 1	07:00-10:00	Meet at West Kowloon High Speed Rail Station and take the high speed rail to Shenzhen North/Dongguan Humen Station	Dongguan Eastern Ginza International Hotel or Kade International Hotel or the same class
	10:00-12:30	Go to and visit Dongguan Tao Heung Food Culture Co., Ltd. [Museum/Factory/Cooking Academy]	
	12:30-13:30	Lunch	
	13:45-16:00	Proceed to and visit Songshan Lake Science City Exhibition Hall	
	16:00-18:30 18:30-19:00	Go to the restaurant and have dinner, then go to the hotel, conduct safety drills before check-in, and rest in the hotel	
Day 2	8:00-11:30	After breakfast, transfer to Dongguan Songshan Lake Science Park by coach, visit Songshan Lake International Innovation and Entrepreneurship Community and Hong Kong and Macao Youth Innovation and Entrepreneurship Base	Dongguan Eastern Ginza International Hotel or Kade International Hotel or the same class
	11:30-13:00	Travel to a restaurant for lunch.	
	13:00-16:30	Visit Vivo Mobile Communications Co., Ltd. (Vivo) and Topstar Technology Co., Ltd. (Topstar)	
	16:30-18:30 19:00-20:00	Travel to the restaurant and have dinner. The teacher in the same group leads the students to reflect. After dinner, go to the hotel, conduct a safety drill before check-in, and rest there.	
Day 3	7:00-10:00	After breakfast, travel to Shenzhen	
	10:00-11:30	Visit Shenzhen China Duty Free Group, Logistics and Warehousing Center or China Resources Group	
	12:00-13:00	Lunch	
	13:00-15:30	Travel to and visit the Shenzhen-Hong Kong Youth Dream Factory	
	15:30-16:30 16:30-18:00	Go to Shenzhen Port to clear customs After customs, transfer to the tour bus and return to Tin Hau MTR Station for dismissal	

Remarks:

The above itinerary and time are for reference only, the order of the above itinerary will be subject to the actual situation at that time and according to the date and time of the corporate booking.

Greater Bay Area Career Exploration Tour

Organizer: Hong Kong China Travel Service Limited

Participant Guidelines

1. Nature of the Activity

The Greater Bay Area Career Exploration Tour, organized by the Education Bureau, aligns with the learning objectives of the curriculum. It aims to provide senior secondary students with firsthand experience in understanding the national context and the latest developments in the country through field study activities. This will enhance their appreciation of Chinese culture and strengthen their sense of national identity.

2. Learning Activities

- 2.1 All teachers and students must attend the pre-departure briefing arranged for the exchange program. Students are also required to design research topics and methodologies as per their school's requirements.
- 2.2 All students participating in the mainland study tour (including cross-border students) must follow the school's instructions to assemble and disperse at designated locations. They are not allowed to join or leave the group midway to ensure their safety.
- 2.3 During the tour, students will engage in various learning activities, such as field studies, thematic lectures, and guided tours, to collect information from different perspectives and methods.
- 2.4 After the tour, students must complete a thematic research report as required by their school.

3. Important Notes

- 3.1 Participants must adhere to the guidelines outlined in this document, paying attention to their behavior, attitude, and appearance.
- 3.2 The study tour schedule is intensive. Students must maintain discipline and be punctual for all group or free activities.
- 3.3 Participants must prioritize personal and property safety throughout the activity. They must follow the instructions of staff or accompanying teachers and refrain from any misconduct (e.g., consuming alcohol, smoking, gambling, etc.). In case of issues, they should seek assistance from staff or accompanying teachers.
- 3.4 Participants must safeguard their travel documents and personal belongings, such as wallets, cameras, mobile phones, and laptops. Valuables should be carried at all times.
- 3.5 Participants should closely monitor local weather forecasts and news reports before departure and during the tour. They should prepare appropriate clothing, footwear, and other items, such as umbrellas, sunscreen, and disinfectants.
- 3.6 Participants should bring suitable over-the-counter medications, such as fever reducers, cold medicine, or prescribed medications. They must carry any medications prescribed by a doctor and inform staff or accompanying teachers immediately in case of accidents or discomfort.
- 3.7 During activities, participants must wear the group badge provided by the organizer at all times. Appropriate attire may be required for specific events.
- 3.8 Participants must respect the team, learn to interact with others and maintain a cooperative spirit. They must not leave the group without permission from staff or accompanying teachers.

4. Rules for Visiting Museums, Historical Sites, or Scenic Spots

Participants must listen to the guide's explanation before collecting learning materials. They must respect

cultural relics, check if photography or recording is allowed, and avoid touching items unless permitted.

5. Rules for Visiting Enterprises

Participants must remain quiet and follow the arrangements of the hosting staff. They must stay within designated areas and avoid disrupting the company's operations. Photography or recording must comply with regulations or obtain prior consent.

6. Rules for Visiting Schools

Participants must remain quiet and follow the arrangements of the hosting staff. They must respect the local education system and actively participate in activities arranged by the host school. They should interact warmly and enthusiastically with mainland students.

7. Accommodation Arrangements (If Applicable)

- 7.1 Accommodation will be in 4-star standard twin rooms. If there is an odd number of male or female participants, they may share a room with participants from other schools or the tour leader, or be accommodated in a triple room upon request.
- 7.2 Participants must adhere to the designated rest times to maintain energy and a good mental state.
- 7.3 For safety reasons, accompanying teachers are not allowed to take students outside the hotel during their stay.
- 7.4 To promote environmental protection, participants must bring their own daily necessities, such as toothpaste, toothbrushes, shampoo, and slippers.
- 7.5 Participants must follow hotel regulations, avoid noise, and refrain from disturbing other guests to ensure a conducive environment for learning and rest.
- 7.6 For safety, participants are not allowed to leave the hotel after check-in. To ensure adequate rest and preparation for the next day's activities, participants must not enter other participants' rooms after being assigned their own.
- 7.7 Room assignments cannot be changed without permission. Participants must not enter rooms of the opposite gender or allow them into their own rooms without approval from accompanying teachers. Outsiders are not allowed in the rooms.
- 7.8 Generally, students must end all activities and return to their rooms by 11:00 PM. They are not allowed to leave the hotel unless in an emergency.
- 7.9 For safety, participants must attend the fire drill conducted by the tour leader to familiarize themselves with emergency exits.
- 7.10 Participants must safeguard their room key cards. They should check room facilities and report any issues to the tour leader immediately. The hotel reserves the right to claim compensation for damaged or soiled facilities. Lost keys must be reported immediately, and participants may be required to compensate for lost items. Disturbances to other guests may also result in compensation claims.
- 7.11 Participants must not play with fire in the rooms. They must use electrical facilities safely and be cautious of wet bathroom floors to avoid slipping.
- 7.12 Personal belongings must be safeguarded, and valuables should be carried at all times.
- 7.13 To avoid delays, participants should use collect calls or personal mobile phones for calls to Hong Kong. International direct dialing from the hotel should be avoided. Participants may purchase fixed-rate phone cards or roaming services for mainland use.

8. Rules for Taking High-Speed Rail

- 8.1 Participants must familiarize themselves with the high-speed rail details, including the train number, departure time, and boarding gate number.
- 8.2 Participants must wait in designated areas at the station, safeguard their luggage, and listen to announcements by staff and accompanying teachers. They must remain quiet and avoid loud noises

or unnecessary movement.

- 8.3 Participants must board the train in an orderly manner and follow staff instructions to store luggage. Valuables must be carried at all times.
- 8.4 During the journey, participants must remain quiet and avoid loud noises or unnecessary movement to avoid disturbing other passengers.
- 8.5 Participants must pay attention to announcements by staff and accompanying teachers and prepare to disembark before arrival.

9. Rules for Taking Tour Buses

- 9.1 Participants must prioritize safety during the journey. Seat belts must be worn at all times, and participants must not move around or play. They must be cautious of traffic when boarding or alighting.
- 9.2 Participants must not engage in conversations with the driver or shout loudly.
- 9.3 Participants must not extend any part of their body outside the windows.
- 9.4 Participants must wait for the vehicle to come to a complete stop and be cautious of traffic when boarding or alighting.
- 9.5 Participants must allow the tour leader and guide to alight first.
- 9.6 Participants must pay attention to the explanations and announcements by the tour leader, guide, and accompanying teachers.

10. Property Safety

Participants should not carry excessive cash and must safeguard their personal belongings. Valuables must be carried at all times and not left in rooms or on vehicle seats. Participants should not entrust valuables to others.

11. Departure and Dispersal

Participants must assemble and disperse at designated locations for the study tour. They are not allowed to join or leave midway and must participate in all learning activities.

12. Handling of Travel Documents

- 12.1 After crossing the border, students' valid travel documents will be kept by accompanying teachers.
- 12.2 Participants must bring valid travel documents:
- 12.3. Participants must ensure that their travel documents are valid on the return date.
- 12.4. Students must bring their student ID cards.
- 12.5. If a student loses their Hong Kong Identity Card or Home Return Permit, they must immediately notify the teacher, tour leader, and other accompanying staff. They must visit the relevant document office with the teacher and tour leader to apply for a replacement.
- 12.6. Parents may keep a copy of the participant's documents before departure for use in case of replacement procedures.
- 12.7. If necessary, participants should allow approximately one month to apply for a Chinese visa at the Chinese Visa Application Service Center. The Education Bureau provides a "School Certification Letter" template for non-Chinese-speaking students participating in the Mainland Study Tour to submit with their visa application.

行李清單 Luggage Checklist

種類 Type	物品 Items
有效證件 Valid identification	<input type="checkbox"/> 香港身份證 <input type="checkbox"/> 回鄉證 或其他有效旅遊證件及簽證 <input type="checkbox"/> 學生證 <input type="checkbox"/> Hong Kong identity card <input type="checkbox"/> Return Home Permit or other valid travel documents and visas <input type="checkbox"/> Student ID
學習用品 Learning materials	<input type="checkbox"/> 行程手冊 <input type="checkbox"/> 名牌 <input type="checkbox"/> 筆及筆記簿等考察必備物品 <input type="checkbox"/> Itinerary booklet <input type="checkbox"/> Name tag <input type="checkbox"/> Stationery and notebooks, etc. necessary for the study tour
通訊設備 Communication devices	<input type="checkbox"/> 手提電話 <input type="checkbox"/> 內地電話/數據卡 <input type="checkbox"/> Mobile phone <input type="checkbox"/> Mainland China phone/data card
衣物 Clothing	<input type="checkbox"/> 外套 <input type="checkbox"/> 替換衣物 <input type="checkbox"/> Jacket <input type="checkbox"/> Changing Clothes
日常用品 Daily necessities:	<input type="checkbox"/> 水 <input type="checkbox"/> 帽子、雨具（按需要） <input type="checkbox"/> 個人護理用品（防曬用品、潤唇膏等） <input type="checkbox"/> Water <input type="checkbox"/> Hat, rain gear (as needed) <input type="checkbox"/> Personal care items (sunscreen, lip balm, etc.)
錢包 Wallet	<input type="checkbox"/> 自備少量港幣及人民幣現金 <input type="checkbox"/> Bring a small amount of Hong Kong and RMB cash
藥品 Medication	<input type="checkbox"/> 如有需要，自備個人藥物(感冒藥、暈車藥、止痛藥等) <input type="checkbox"/> 備用口罩 <input type="checkbox"/> If necessary, bring a personal medicine kit (cold medicine, motion sickness medicine, pain relievers, etc.) <input type="checkbox"/> Spare masks