



30 October 2025

Dear Parent or Guardian,

**School's Newsletter (November 2025)**

**1. 2024-25 FEES FOR SPECIFIC PURPOSES**

The financial statement of fees for specific purposes 2024/25 approved by the Education Bureau (EDB) and the school's IMC is listed for reference.

聖貞德中學

特定用途的認可收費收支表

2024年9月1日~2025年8月31日

收入 Revenue

學生繳交 Fee Collected

\$

124,895.00

支出 Expenditure

兩部過濾水機租用費 Rent for 2 water filtration machines

14,600.00

水機腳踏更換維修 Water filtration machines maintenance

680.00

手機儲物櫃30個 30 Mobile phone lockers

14,721.96

"樂聲"窗口冷氣 3 air conditioners

31,050.00

校園保安設施 Campus security system

26,000.00

校園廣播系統-School Broadcast system

32,500.00

十加侖電熱水罉(小食部) Electric kettles

4,860.00

124,411.96

今年盈餘 Surplus

483.04

承上年結餘 Balance brought forward

2,084.09

結餘轉下年 Balance carried forward

2,567.13

**2. ARRANGEMENTS FOR CHANGING INTO WINTER UNIFORM AND RELEVANT GUIDELINES**

The transition period for changing to winter uniforms is from November 10, 2025 (Monday) to December 5, 2025 (Friday). Students must wear the winter uniform starting from December 9, 2025 (Tuesday).

The guidelines for the winter uniform are as follows:

**Boys**

Winter Uniform: White long-sleeved shirt with the school emblem, school tie, grey winter trousers, black or dark brown leather belt, and plain white socks. Students could choose to wear plain grey woollen jersey or cardigan with the school badge. Scarf must be plain grey, plain black, or plain dark blue.

**Girls (Junior Form)**

Winter Uniform: Grey woollen dress, white long-sleeved shirt with the school badge, knee-length, school tie, and plain white socks.

**Girls (Senior Form)**

Winter Uniform: White long-sleeved shirt with the school badge, school tie, grey woollen knee-length skirt, short black or dark brown leather belt, and plain white socks. The scarf must be plain grey, plain black, or plain dark blue.

- Outerwear: Students may wear the school black coat; or school fleece coat; or plain grey sweater, which must have the school emblem fastened on the outside; or school dark grey sweatshirt; or school celebration baseball jacket.
- If a cold weather warning is issued by the observatory at 6 a.m. on a school day, students may wear black, dark blue, or grey down jackets to school (other jackets or sweatshirts, including those from clubs or sports teams, are not permitted), and girls may wear plain black or plain white thick tights.

**P.E. Uniform Requirement:**

- **School P.E. Uniform with dark grey hoodie or traditional blue-white windbreaker**
- **New P.E. T-shirt (red, blue or green) or traditional P.E. T-shirt (blue-white)**
- **New P.E. black sports trousers or traditional dark blue sports trousers**

**Note: All S1 and new students must wear new P.E. uniforms.**

**3. TEACHING AND LEARNING DURING SCHOOL SUSPENSION ARRANGEMENTS**

To uphold the continuity of student learning during school suspensions announced by the Education Bureau (EDB), such as those for Typhoon Signal No. 8, the school will implement the following arrangements effective from November 2025.

On any day that the school is suspended, our teachers will post online learning materials and assignments on Google Classroom by 10:00a.m., based on the day's original timetable. We expect all students to access these materials and complete the designated tasks. This approach aims to help students maintain their academic progress and develop a consistent routine of responsibility.

**4. SCHOOL POLICY ON THE USE OF MOBILE PHONE (Updated)**

To cultivate students' self-discipline and responsible use of mobile phones, as well as to reduce the disruption caused by mobile phones to classroom learning and campus life, we aim to create a favourable learning environment for students. Starting from the second term, students in Form 1 to Form 6 will only be able to retrieve their mobile phones after school. For details regarding the latest 'School Policy on the Use of Mobile Phone,' please see the attachment.

**5. UPCOMING EVENTS****2<sup>nd</sup> November 2025 – Caritas Charity Bazaar 2025**

Caritas Charity Bazaar (Hong Kong Island) will be held on the 2 November (Sunday) from 10:00 am to 4:15 pm at St. Paul's Covent School (140 Leighton Road, Causeway Bay, Hong Kong). Volunteers from our school will attend. Parents, teachers and students are welcome to come and support.

**12<sup>th</sup> November 2025 – Visit to “National Security Exhibition Gallery”**

Our school has arranged for all students to visit the "National Security Exhibition Gallery" (the first national security education base in the HKSAR) on Wednesday, November 12, accompanied by teaching staff. Students will travel to and from the venue during regular class hours; therefore, classes and school attendance will proceed as usual during the normal school day.

Students from S6 Faith Class, S6 Love Class, and Secondary 4 to Secondary 6 students taking Physical

Education as an elective (those participating in the 15th National Games event viewing - Rugby Sevens) are required to proceed to the Kai Tak Sports Park on their own after the National Security Exhibition Gallery visit to assemble for the game viewing. Students will be dismissed directly at the venue after the event concludes.

### **28<sup>th</sup> November 2025 – SJA Caritas Charity Bazaar 2025**

The on campus SJA RS WEEK CARITAS CHARITY BAZAAR and game design competition will be held on November 28<sup>th</sup> (Friday) during lunchtime and the 9th, 10th periods. Junior form students will participate in the 9th, 10th periods, while senior form students are welcome to join freely at lunch time. Students are kindly requested to bring a small amount of money to support the charity sale.

### **29<sup>th</sup> November 2025 - 1<sup>st</sup> PARENT DAY CUM 55<sup>th</sup> PTA's AGM**

The afternoon of November 29<sup>th</sup> (Saturday) will be the Annual General Meeting of our Parent-Teacher Association and the First Parents' Day. Parents will be able to meet their class teachers, collect their children's report cards, attend the PTA AGM, and participate in various parent-child activities and seminars. For detailed arrangements and registration methods, please refer to the circular to be issued in mid-November.

### **6. UPCOMING EVENTS (applicable to individual students)**

The school facilitates whole-person development of students and is committed to offering diverse learning experiences across domains. Your child has been chosen to participate in the following events. If you have any inquiries regarding the events, please contact teacher-in-charge at 2578 5984.

| Event                                                 | Date                         | Time                                                          | Venue               | Participated Students                                                             | TIC                | Remarks                                                                                                                                                                                                                       |
|-------------------------------------------------------|------------------------------|---------------------------------------------------------------|---------------------|-----------------------------------------------------------------------------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Spectating the 15th National Games – Beach Volleyball | Friday, November 7, 2025     | 4:15 PM assemble at school<br>5:00 PM – approximately 7:00 PM | Victoria Park       | St. Joan of Arc Secondary School volleyball team (Boys and Girls) members         | Mr. Poon Siu Leung | Students will dismiss at the venue after the activity.                                                                                                                                                                        |
| Spectating the 15th National Games – Rugby Sevens     | Wednesday, November 12, 2025 | 1:45 PM – approximately 4:00 PM                               | Kai Tak Sports Park | 6 Faith, 6 Charity students and students from F4 to F6 PE (DSE) Elective students | Mr. Fung Wai Ping  | - Students need to prepare their own transportation fees.<br>- Students should proceed to Kai Tak Sports Park on their own after the activity in morning session.<br>- Students will dismiss at the venue after the activity. |

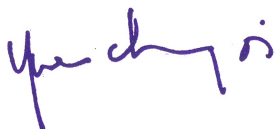
|                                                 |                             |                                                               |                                                                                    |                                                                               |                             |                                                                                                                                                                                                 |
|-------------------------------------------------|-----------------------------|---------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| High Island Reservoir East Dam Field Trip       | Saturday, 15 Nov 2025       | 9:30 a.m.- 2:30 p.m.                                          | High Island Reservoir East Dam & Sai Kung Waterfront Park Volcano Discovery Centre | 1CH LIU NGA<br>MAN<br>4CH LI KEVIN<br>TIN YAU<br>S5 students taking Geography | Mr. HW Lau                  | - Students assemble at Kowloon Bay MTR Station Exit A at 9:30 a.m.<br>- Students are dismissed from Sai Kung Town Centre at 2:30 p.m.<br>*Prepare sufficient drinking water and some trail food |
| Senior Secondary Geography Field Trip           | Monday, 17 Nov 2025         | 8:00 a.m.- 5:15 p.m.                                          | Mui Wo & Caritas Chan Chun Ha Field Studies Centre at Cheung Chau                  | S4 & S5 students taking Geography                                             | Mr. HW Lau                  | - Students will assemble at Central Pier No. 6 at 8:00 a.m.<br>- Students will be dismissed from Central Pier No. 5 at 5:15 p.m.                                                                |
| Hong Kong Industrial Field Trip                 | Thursday, 20 Nov 2025       | 1:20 p.m.- 4:30 p.m.                                          | Cheung Sha Wan Industrial Area                                                     | S3 HO students                                                                | Mr. HW Lau<br>Ms. HY Cheung | - Students will assemble at school car park at 1:20 p.m.<br>- Students will be dismissed from Lai Chi Kok MTR Station at 4:30 p.m.<br>- Wear Winter School PE Uniform                           |
| Spectating the 15th National Games – Basketball | Thursday, November 20, 2025 | 4:15 PM assemble at school<br>5:00 PM – approximately 7:00 PM | Hong Kong Coliseum (Hung Hom)                                                      | St. Joan of Arc Secondary School basketball team members                      | Mr. Fung Wai Ping           | Students will dismiss at the venue after the activity.                                                                                                                                          |
| S2 RS Week Activity – Poverty Banquet           | Thursday, 27 Nov 2025       | 11:50 a.m.- 1:15 p.m.                                         | School Hall                                                                        | All S2 students                                                               | Ms. YM Chan<br>Mr. HW Lau   | Students are not required to bring their own lunch on the day                                                                                                                                   |

## 7. STUDENT ACHIEVEMENT

The school actively promotes the whole-person development of students, who excel in both academic and non-academic activities within and outside the school.

| Date       | Event                                                                                       | Participant                 | Result/Award               |
|------------|---------------------------------------------------------------------------------------------|-----------------------------|----------------------------|
| 2/10/2025  | Inter-school Swimming Competition (D3-HK)<br>Boys A Grade 50M Butterfly                     | 5CH Zhuang Ze Cong          | Champion                   |
| 12/10/2025 | 2025/2026 Hong Kong Open Water Swimming<br>Competition Series (Part 2)<br>Boys 14-17 (10KM) | 3HO CHUNG JOSE<br>TIAN LANG | 1 <sup>st</sup> -Runner-Up |

Yours sincerely,



Mr YUEN Cheung Oi  
Principal  
St. Joan of Arc Secondary School



*Be determined and confident. Do not be afraid of them. Your God, the Lord himself, will be with you. He will not fail you or abandon you. (Deuteronomy 31:6)*

**Reply Slip**  
**School's Newsletter (November 2025)**

Circular No.: P11/2025-2026

Dear Principal,

I, the parent / guardian of \_\_\_\_\_ (student's name) (Class: \_\_\_\_\_ No: \_\_\_\_\_), acknowledge the receipt of the circular regarding **School's Newsletter (November 2025)**

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

Name of Parent/Guardian: \_\_\_\_\_

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

## 聖貞德中學 St. Joan of Arc Secondary School

### 學生手提電話使用政策 School Policy on the Use of Mobile Phone

#### 1. 政策目的 Policy Purpose

此政策旨在培養學生自律及負責任地使用手提電話，減少手提電話對課堂學習及校園生活的干擾，為學生創造一個有利的學習環境。

The aim of the policy is to cultivate students' self-discipline and responsible use of mobile uses and to minimize disruptions to classroom learning and school life caused by mobile phone usage, creating a favourable learning atmosphere.

#### 2. 適用範圍 Scope

本政策適用於所有在校就讀的學生，並在上課時間包括小息、午膳及課外活動期間及校園內執行。

This policy pertains to all students enrolled in the school and is enforced during school hours, including lessons, recess, lunchtime and extracurricular activities, at the school premises.

#### 3. 手提電話使用規定 Mobile Phone Usage Rules

##### 3.1 上課時間 及小息 During Lessons and Recess

- 學生進入校園前，必須關掉手提電話。
- Students should turn off their phones before entering the school campus.
- 學生須將電話存放在課室內指定手提電話儲存格內。
- Phones must be placed inside the designated "Mobile Phone Storage Boxes" in the classrooms.
- 學生不得在上課期間（包括正課及導修課）及小息使用手提電話，除非獲教師明確批准（如課堂活動需要）。
- Students should not use mobile phones during class (including formal lessons and tutorials) and recess unless explicitly permitted by the teacher (e.g. for educational activities).

##### 3.2 午膳時間 Lunchtime

- 由第二個學期開始，中一至中六級學生不可在午膳時間使用手提電話，除非獲教師明確批准（如午膳活動需要）。
- Starting from the second term, students in Forms 1 to 6 are not allowed to use mobile phones during lunchtime unless explicitly permitted by the teacher (e.g. for lunchtime activities).

##### 3.3 考試及測驗期間 Examination or Test Periods

- 考試期間，所有手提電話必須關機，學生須按教師指示存放手提電話。
- All mobile phones must be turned off, and students must store their phones as instructed by the teacher.
- 若發現學生在考試期間使用電話，將按作弊行為處理，並可能被沒收電話及紀律處分。
- Using a phone during exams will be treated as cheating, with possible confiscation and disciplinary action.

### 3.4 課外活動及特殊情況 Extra-curricular Activities & Special Cases

- 如課外活動需要使用電話（如戶外考察、拍攝記錄等），須獲負責教師批准。
- If phone usage is required (e.g., field trips, documentation), prior approval from the supervising teacher is necessary.
- 緊急情況下（如聯繫家長），學生可向教師申請使用電話。
- In emergencies (e.g. contacting parents), students may request permission from the teacher to use their phones.
- 學生在校期間如有要事需聯絡家長，可前往校務處使用學校電話。
- If students need to contact their parents for urgent matters during school hours, they may use the school phone at the general office.
- 遲到返校的學生須自行將手提電話存放於指定儲物格內；提前離校的學生須在老師監督下領取手提電話。
- Students arriving late must store their mobile phones in the designated storage compartment. Students leaving early must retrieve their mobile phones under teacher supervision.

## 4. 存放方式 Storage Guidelines

### 4.1 手機準備 Device Preparation

- 所有手機存放前必須關掉。
- All mobile phones must be powered off before storage.
- 手機應存放於書包內或指定的「手機存放盒」中。
- Devices should be placed inside school bags or designated “Mobile Phone Storage Boxes”.

### 4.2 上鎖規定（使用存放盒者） Secure Locking (For Storage Box Users)

- 學生須自備掛鎖，並確保手機牢固鎖好於指定格位內。
- Students must provide their own padlocks and ensure their device is securely locked in the assigned compartment.
- 學生須妥善保管鎖具與鑰匙，若遺失或遭不當使用，可能限制手機使用權限。
- Students are fully responsible for their lock and key. Any loss or misuse may result in restricted device privileges.

### 4.3 鑰匙管理 Key Management Protocol

- 班主任將收取每名學生的備用鑰匙，存放於加密的「鑰匙登記簿」中以備緊急情況使用。
- Class teachers will collect a duplicate key from each student for safekeeping in a secured “Master Key Logbook” for emergency access.

### 4.4 重要聲明 Important Notice

- 即使使用學校提供的存放盒，校方概不負責手機遺失、遭竊或損壞之賠償。
- The school accepts no liability for lost, stolen or damaged devices, even when using school-provided storage solutions.

### 4.5 鑰匙遺失處理程序 Lost Key Procedures

- 若學生遺失鑰匙：
- If a student loses his / her key:
  - 方案 1：向班主任借用備用鑰匙（須經身份核實）。
  - Option 1: Borrow the spare key from the class teacher (with identity verification)

- 方案 2：申請校方人員剪鎖（更換鎖具費用由學生承擔）。
- Option 2: Request school staff to cut the lock (replacement lock at student's expense)

## 5. 違規處理 Consequences for Violations

5.1 初次違規：教師口頭警告，並暫時沒收手機。學生可於當天放學後（下午 5:00 前）到校務處領回手機，事件將記錄在 Smart Portal 內。

First Offence: Verbal warning, temporary confiscation. Students may retrieve their phones at the general office the same day after school (before 5:00 p.m.). The incident will be recorded in the Smart Portal.

5.2 重複違規：凡有五次違規記錄將記缺點一個。

One bad mark will be issued for every five violations of the rules.

5.3 嚴重違規

- 若學生於一學期內被沒收手提電話或電子流動裝置超過五次，且未有改善者，將交由訓導組處理。相關裝置將於一週後發還，並記小過一次，訓導老師將安排面見家長商討事宜。
- If a student's mobile phone or electronic device is confiscated more than five times in a term without behavioural improvement, the case will be referred to the Discipline Team. The confiscated device will be returned after one week, accompanied by a demerit record. The discipline teacher will arrange a meeting with parents to discuss the matter.
- 如考試作弊、網絡欺凌等嚴重違規行為：將予以紀律處分，並可能暫停其攜帶手提電話回校之權利。
- For serious violations such as examination cheating or cyberbullying: Disciplinary action will be taken, which may include suspension of mobile phone privileges.

## 6. 責任 Responsibilities

6.1 學生 Students:

- 遵循政策準則，負責任地和尊重地使用手機
- Adhere to the policy guidelines and employ mobile phones with responsibility and respect.

6.2 教職員 Staff:

- 一貫而公正地執行政策。
- Enforce the policy consistently and fairly.

6.3 家長/監護人 Parents/Guardians:

- 通過與孩子討論適當的手機使用來支持學校的政策
- Support the school's policy by discussing appropriate mobile phone use with their children to prevent overuse.
- 在違規情況下與學校合作，共同教育子女正確使用手提電話。
- Cooperate with the school in the event of violations.
- 如遇緊急情況，家長應優先聯繫校務處，而非直接撥打學生電話。
- In emergencies, contact the school office first rather than calling the student directly.

## **7. 政策檢討 Policy Review**

學校將定期檢討此政策，並按實際情況調整，以平衡學習與科技使用的需要。學生、家長和教職員的反饋將在檢討過程中考慮。

The school will periodically review this policy and make adjustments to balance learning needs and technology usage. Feedback from students, parents and teaching staff shall be considered in the review process.

生效日期：2025 年 11 月 3 日

Effective Date: 3 November 2025