

香港耀能協會羅怡基紀念學校通告(第 071\_2021 號)  
預防 2019 冠狀病毒病 農曆年假後安排 (由 3 月 8 日起)

敬啟者：

教育局考慮了疫情最新發展、衛生專家的意見及學校的準備情況，於 2 月 5 日通告中宣布所有幼稚園及中小學（包括特殊學校），在學校農曆新年假期後，可按校本需要安排更多學生回校，並增加至以不多於全校人數三分之一為限，上課時間仍以半天為限。

學校早前發出通告，通知家長學校因應特別情況而於農曆年假後首兩星期作出的安排，並將於兩星期後循序漸進地增加學生回校面授課堂的時間。**現由 3 月 8 日起，學校將採取新安排，每天讓更多學生回校上課及治療，有關的應變措施如下：**

1. **安排每天三至四班學生回校上課及治療**，各班學生回校日期詳見下表：

班級	回校面授課堂日期
信、智、仁甲	星期一：3 月 8 日、3 月 15 日、3 月 22 日、3 月 29 日
德、愛、誠甲、望甲	星期二：3 月 9 日、3 月 16 日、3 月 23 日、3 月 30 日
義甲、孝、望乙	星期三：3 月 10 日、3 月 17 日、3 月 24 日
義乙、誠乙、忠	星期四：3 月 11 日、3 月 18 日、3 月 25 日
禮、仁乙	星期五：3 月 12 日、3 月 19 日、3 月 26 日
恆班(主流高中班別)	星期三：3 月 10 日、3 月 17 日、3 月 24 日 星期五：3 月 12 日、3 月 19 日、3 月 26 日

2. 學校恆常每天清潔校舍，於 2 月初校舍及校車均使用了 Oxine 消毒服務。另學校已促請全校教職員加強衛生防疫措施，確保個人及學校環境衛生。此外，學校也要求所有服務學生的員工每天回校前量度體溫。任何教職員如有發燒，均不可回校。
3. **若家長對回校面授課堂有所顧慮，可考慮讓子女留在家中**，學校會彈性處理學生告假事宜，並為有關學生提供適切支援。
4. 學生於上述回校日子的**上學時間為上午 9:00，放學時間為下午 12:20**，上落校車時間將容後個別通知家長。
5. **3 月 19 日(星期五)為聯校遊戲日，將改以校本形式進行，當天回校班別會於校內進行活動，非回校班別則會透過網上即時形式 ZOOM 進行活動**，詳情將稍後由班主任/活動負責人通知家長。
6. **3 月 31 日(星期三)為學校教職員發展日，學生當天無須上課。**
7. 原定於 3 月 22 日至 4 月 23 日的**測驗月將順延至 4 月 12 日至 4 月 30 日**，各班會按班本情況定立各科的測驗日期，並將於 3 月中派發「**測驗時間及範圍**」給家長。
8. 「**三月份特別事項**」的通告將取消發出，所須報告內容已於本通告列載。
9. 要讓學生在清潔和安全的環境下學習，家長及同學們的合作至為重要。我們懇請家長除了加強家居衛生外，還嚴格落實下列措施：

- 9.1 留意子女的健康狀況，如出現病徵，**尤其發燒、呼吸道感染徵狀、突然喪失味覺或嗅覺等，切勿上學**，並立即求醫，亦可按情況進行檢測；
  - 9.2 於回校日上學前為子女**量度體溫**，並填寫由本校提供的「量度體溫記錄表」(表格 A)，簽署後由學生帶回學校；
  - 9.3 為防感染，請促請學生每天上學時（包括乘坐校車或其他交通工具）**必須戴上口罩**，並為學生**帶備5個口罩、紙巾和水樽**等回校使用。
  - 9.4 為提高教職員對學生健康情況的警覺性，請家長填寫「**學生外遊及健康狀況申報表**」(表格 B)，提供各項資料。如有特別情況，**如確診2019冠狀病毒病、被列為密切接觸者、14日內曾外遊、須進行強制檢測等，學生切勿上學，以保障師生健康**。班主任亦會再次致電家長，收集有關上述資料，以便學校更有效採取各項防疫工作。
  - 9.5 若學生回校後身體不適，如出現發燒、流感等徵狀，學校會即時採取隔離措施，並請家長到校接回子女，並盡快帶子女求醫。
10. **其他不用回校的班級將繼續進行網上學習**，網上實時課堂(Zoom)時間表依據下學期半日上學的上課時間表，家長請按手冊上張貼的時間表所列的時間和科目，與學生進行網上實時的早會、早操、班務及課堂（恆班中五組則依據下學期網上實時教學時間表上課）。請沿用九月份網上實時課堂的 Zoom 帳戶及密碼。
  11. 治療部將繼續透過不同形式支援非回校學生的治療訓練，並會個別聯絡家長。
  12. 老師會繼續把課業和學習資源以電郵或上載電子學習平台的方式發送給同學，**並於學生回校日派發課業及各樣學習資源。未能回校面授課堂的學生，校務處將個別聯絡家長派送課業的形式和安排。**
  13. 學校於維持暫停面授課堂期間仍會保持校舍開放，以照顧有需要返校的學生，並為家長提供適切的支援，如有任何特別情況，家長可盡早聯絡學校。

學校會按衛生防護中心的指示，加強校內的清潔及消毒工作，並採取各項衛生防護措施，以保障師生健康。學校亦促請家長依照衛生防護中心的健康指引，為預防 2019 冠狀病毒病採取合適的預防措施，詳情請瀏覽 <http://www.chp.gov.hk>。大家應盡量減少外出，應避免群體聚集、社交接觸及外出用膳，並讓子女保持均衡飲食、恆常運動及充足休息以增強免疫力。

學校會密切留意最新發展，繼續與家長保持緊密溝通。如有任何查詢，歡迎致電 2424 7766 聯絡校護梁潔梅姑娘或黃景聰副校長。

此致  
各家長



賴雲艷校長

2021年3月1日

## 香港耀能協會羅怡基紀念學校

## 量度體溫記錄表

1. 每天上學前，家長／監護人須為學生量度體溫，有關正常體溫讀數範圍，請參考衛生防護中心的《體溫監測須知》內的「體溫量度的參考」，請瀏覽 [https://www.chp.gov.hk/files/pdf/guidance\\_note\\_on\\_monitoring\\_of\\_body\\_temperature\\_chi.pdf](https://www.chp.gov.hk/files/pdf/guidance_note_on_monitoring_of_body_temperature_chi.pdf) 學生如有發燒，切勿回校，應立刻求醫並向校方請假，留在家中休息。
2. 每天記錄學生體溫後，請家長／監護人簽署作實，然後交班主任查閱。
3. 放假期間，家長／監護人亦須填寫「量度體溫記錄表」。

學生姓名：\_\_\_\_\_ 班別：\_\_\_\_\_ 月份：\_\_\_\_\_

日期	量度體溫時間	溫度	家長／監護人簽署
3月8日	上午 / 下午	°F/°C	
3月9日	上午 / 下午	°F/°C	
3月10日	上午 / 下午	°F/°C	
3月11日	上午 / 下午	°F/°C	
3月12日	上午 / 下午	°F/°C	
3月13日	上午 / 下午	°F/°C	
3月14日	上午 / 下午	°F/°C	
3月15日	上午 / 下午	°F/°C	
3月16日	上午 / 下午	°F/°C	
3月17日	上午 / 下午	°F/°C	
3月18日	上午 / 下午	°F/°C	
3月19日	上午 / 下午	°F/°C	
3月20日	上午 / 下午	°F/°C	
3月21日	上午 / 下午	°F/°C	
3月22日	上午 / 下午	°F/°C	
3月23日	上午 / 下午	°F/°C	
3月24日	上午 / 下午	°F/°C	
3月25日	上午 / 下午	°F/°C	
3月26日	上午 / 下午	°F/°C	
3月27日	上午 / 下午	°F/°C	
3月28日	上午 / 下午	°F/°C	
3月29日	上午 / 下午	°F/°C	
3月30日	上午 / 下午	°F/°C	
3月31日	上午 / 下午	°F/°C	

香港耀能協會羅怡基紀念學校  
2019 冠狀病毒病 學生外遊及健康狀況申報表

學生姓名：\_\_\_\_\_ 班別：\_\_\_\_\_ 性別：男／女

請填妥下列表格交回學校（在適當方格內加上「✓」號）。

**甲部 — 14 天內的學生外遊紀錄**

本人子女在回校前 14 天內沒有離開香港。

本人子女在回校前 14 天曾到訪香港境外的國家／地區。  
離港時期：由 2021 年\_\_\_\_ 月\_\_\_\_ 日(離港日期) 至\_\_\_\_ 月\_\_\_\_ 日(抵港日期)  
外遊地點（請列明國家及城市）：\_\_\_\_\_

**乙部 — 學生是否曾經確診**

本人子女沒有證實患上「2019 冠狀病毒病」。

本人子女曾證實患上「2019 冠狀病毒病」，並已痊癒。  
留院日期：由\_\_\_\_ 月\_\_\_\_ 日至\_\_\_\_ 月\_\_\_\_ 日

**丙部 — 照顧學生、或與學生同住的人士的健康情況**

照顧本人子女、或與其同住的人士均沒有證實患上「2019 冠狀病毒病」。

照顧本人子女、或與其同住的人士中，有證實患上「2019 冠狀病毒病」，現已經痊癒/  
仍留院醫治/出院進行藥物治療（請刪去不適用者）。  
該患者和本人子女的關係：\_\_\_\_\_

照顧本人子女、或與其同住的人士中，並沒有被衛生署界定為 2019 冠狀病毒病確診個案的「密切接觸者」。

照顧本人子女、或與其同住的人士中，曾被衛生署界定為 2019 冠狀病毒病確診個案的「密切接觸者」。  
該「密切接觸者」和本人子女的關係：\_\_\_\_\_

**丁部 — 學生的健康狀況**

本人子女沒有咳嗽、氣促、呼吸困難或咽喉痛等徵狀。

**戊部 — 居住大廈確診個案**

本人子女居住的大廈沒有「2019 冠狀病毒病」的確診個案。

**己部 — 強制檢測**

本人子女沒有被政府要求進行「2019 冠狀病毒病」的強制檢測。

家長／監護人簽署：\_\_\_\_\_

家長／監護人姓名（正楷）：\_\_\_\_\_

日期：\_\_\_\_\_

註：「密切接觸者」一般指曾經照顧患者、與患者共同居住或曾經接觸過患者的呼吸道分泌物和體液的人士。

SAHK B M KOTEWALL MEMORIAL SCHOOL  
School Notice (No.071\_2021)

Dear Parents/Guardians,

1 March, 2021

Prevention of Coronavirus Disease 2019  
Arrangement after the Chinese New Year Holiday (Starting from 8 March)

The EDB, after taking into account the latest development of the epidemic, advice of health experts and the preparedness of schools, decided that all kindergartens, primary and secondary schools (including special schools) will be allowed to arrange more students to return to campuses on a half-day basis in accordance with school-based arrangements after the schools' Chinese New Year's (CNY) holidays, with the number of students capped at one-third of the total number of students.

The school issued a notice before to inform parents about the school's arrangements of the first two weeks after the CNY holiday due to the special circumstances, and the time for students to return to school for face-to-face classes will be gradually increased after two weeks. **Therefore, starting from 8 March, the school will adopt new arrangements to allow more students to return to school for lessons and treatment every day. The relevant contingency measures are as follows:**

- 1. The school will arrange three to four classes of students to return to school every day for lessons and therapy.** Please refer to the following table for the dates of face-to-face classes for different classes:

Classes	Date of face-to-face classes
Shun, Chee, YanA	Every Monday: 8 March, 15 March, 22 March, 29 March
Tak, Oi, ShingA, MongA	Every Tuesday: 9 March, 16 March, 23 March, 30 March
YeeA, Hau, MongB	Every Wednesday: 10 March, 17 March, 24 March
YeeB, ShingB, Chung	Every Thursday: 11 March, 18 March, 25 March
Lai, YanB	Every Friday: 12 March, 19 March, 26 March
Hang (Mainstream Senior Secondary)	Every Wednesday: 10 March, 17 March, 24 March Every Friday: 12 March, 19 March, 26 March

2. Our school has thoroughly cleaned and disinfected the school premises with the Oxine disinfection service. We have urged all staff members to step up precautionary measures to maintain personal hygiene and environmental hygiene of the school. Besides, we will also request all the staff who have contacts with our students to take their temperature before going to school. If they have fever, they must not return to school.
3. **If parents have concerns about resuming face-to-face classes, they can consider leaving their children at home.** The school will handle student absence flexibly and provide appropriate support to the students whenever necessary.
4. **The school time for students on the above dates of face-to-face classes is 9:00 am to 12:20 pm.** Parents will be notified individually of the school bus time schedule later.
5. **Joint Schools Games Day will be held on 19 March(Friday). It will be changed to school-based Games Day. Classes that return to school on that day will have activities in school. Classes that are not in school on that day will conduct activities through the online real-time ZOOM.** Parents will be notified of the details later by the class teacher/ the activity person-in-charge.
6. **No school on 31 March(Wednesday) due to the School-based Staff Development Day.**
7. **The Test Period originally held from 22 March to 23 April will be rescheduled to 12 April to 30 April.** Each class has arranged the test dates for different subjects. **The "test date and syllabus" will be distributed to parents in mid-March.**
8. **The notice of "March Special Announcements" will not be issued. Those need to be announced are listed in this notice already.**
9. 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 symptom, especially fever, respiratory infection symptoms, sudden loss of taste or smell, etc. are detected.***
- 9.2 ***Take your child's temperature before he/ she goes to school.*** Fill in the record sheet (Proforma A), sign your name on it and return the completed sheet.
- 9.3 To prevent infection, please ask your child to ***wear a mask*** (also applicable when taking school buses or other transportations) and ***bring 5 masks, tissue and water bottle to school.***
- 9.4 To keep teachers' informed of the health condition of students, please complete Proforma B to provide the necessary information such as ***the current health status, travel history in the past 14 days, confirmed infection of COVID-19, confirmed cases of residential building, compulsory testing of COVID-19 etc.*** ***Students should not go to school in case of the above situation.*** Moreover, the school will again collect information by phone call from the class teacher. The school can then take the precautionary measures more effectively.
- 9.5 If the student feels unwell after returning to school, such as fever, flu and other symptoms, the school will immediately take isolation measures, and parents are requested to pick up their children from school and take them to see a doctor as soon as possible.
- 10. All the classes that need not go to school for face-to-face classes will continue online learning.*** The online real-time class timetable (Zoom lessons) will be the same as the timetable of the half-day schooling. Parents should refer to the timetable in the school handbook and having the Zoom morning assembly, morning exercise, class teacher period and lessons according to the time and subject shown on that timetable. (For Class Hang S5, please refer to the Zoom real-time class timetable.) Please use the Zoom ID and password of those used in September Zoom lessons.
11. The Therapy Departments will continue to support students' treatment training in different forms, and will contact parents individually.
12. Teachers will send homework and learning resources to students by email or upload to the e-learning platform. ***Homework and other learning materials will also be distributed to students on the day when they go to school for face-to-face classes. For students who will not go to school, the school office will contact their parents individually for the arrangement of distributing the homework and materials.***
13. During the suspension of face-to-face classes, the school will keep our premise open to take care of those students in need and to provide support to parents whenever necessary.

The school has strengthened disinfection and cleaning of the school campus and strictly observe all the health protection measures in accordance with the instruction from the Department of Health, so as to safeguard the health and well-being of teachers and students. We would like to urge parents to put in place appropriate preventive measures to guard against the spread of COVID-19, based on the health advice from CHP. For details, please refer to <http://www.chp.gov.hk>. We should avoid going out, having crowd gatherings and social contacts as well as dining out. Students should maintain a balanced diet, exercise regularly, and take adequate rest in order to strengthen their immunity.

The school will closely monitor the situation and maintain close liaison with the parents. For enquiries, please contact the school nurse, Ms Leung or the school vice principal, Ms Wong (2424 7766).

Thank you for your attention.

Yours faithfully,



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Ms W Y Lai  
Principal

## Temperature Record Sheet

- Parents/Guardians should take their children's temperature before going to school. For normal body temperature range, please refer to the "Reference Range for Temperature Screening" in the "Guidance Note on Monitoring of Body Temperature" by the Centre for Health Protection, Please browse [https://www.chp.gov.hk/files/pdf/guidance\\_note\\_on\\_monitoring\\_of\\_body\\_temperature.pdf](https://www.chp.gov.hk/files/pdf/guidance_note_on_monitoring_of_body_temperature.pdf) When the student has fever, he/she should not attend school and should consult a doctor promptly, apply for sick leave, stay at home and take rest.
- Parents/Guardians should record their children's temperature and sign on the record sheet daily. The record sheet should be returned to school staff/class teacher for checking.
- Parents/Guardians should also complete the record sheet during holiday.

Name of student : \_\_\_\_\_ Class : \_\_\_\_\_ Month : \_\_\_\_\_

Date	Time for taking temperature	Temperature	14. Signature of Parent/Guardian
8 March	A.M. / P.M.	°F/°C	
9 March	A.M. / P.M.	°F/°C	
10 March	A.M. / P.M.	°F/°C	
11 March	A.M. / P.M.	°F/°C	
12 March	A.M. / P.M.	°F/°C	
13 March	A.M. / P.M.	°F/°C	
14 March	A.M. / P.M.	°F/°C	
15 March	A.M. / P.M.	°F/°C	
16 March	A.M. / P.M.	°F/°C	
17 March	A.M. / P.M.	°F/°C	
18 March	A.M. / P.M.	°F/°C	
19 March	A.M. / P.M.	°F/°C	
20 March	A.M. / P.M.	°F/°C	
21 March	A.M. / P.M.	°F/°C	
22 March	A.M. / P.M.	°F/°C	
23 March	A.M. / P.M.	°F/°C	
24 March	A.M. / P.M.	°F/°C	
25 March	A.M. / P.M.	°F/°C	
26 March	A.M. / P.M.	°F/°C	
27 March	A.M. / P.M.	°F/°C	
28 March	A.M. / P.M.	°F/°C	
29 March	A.M. / P.M.	°F/°C	
30 March	A.M. / P.M.	°F/°C	
31 March	A.M. / P.M.	°F/°C	

## SAHK B M KOTEWALL MEMORIAL SCHOOL

## 2019 Coronavirus Disease (COVID-19)

## Declaration form for travel history and health status of students

Name of Student : \_\_\_\_\_ Class : \_\_\_\_\_ Sex : M/F

*Please complete the below form and return to school (Please put a “✓” in the appropriate box)***Part A – Travel history of your child outside Hong Kong in the past 14 days** My child has not been away from Hong Kong in the past 14 days prior to class resumption My child has paid visit outside Hong Kong in the past 14 days prior to class resumption

Duration: From \_\_\_\_\_ (Month) \_\_\_\_ (Day) (Departure date)

To \_\_\_\_\_ (Month) \_\_\_\_ (Day) (Arrival date)

Destination (Please specify countries and cities) : \_\_\_\_\_

**Part B – Whether your child has confirmed infection of COVID-19** My child has not confirmed infection for COVID-19. My child has confirmed of COVID-19 infection and has already recovered. Hospitalization

Period :From\_\_\_\_(Month) \_\_\_\_ (Day) To \_\_\_\_ (Month) \_\_\_\_ (Day)

**Part C – Health status of those taking care of your child, or those living with your child** Person taking care of or living together with my child has not confirmed infection for COVID-19 Person taking care of or living together with my child has confirmed infection for COVID-19, the person has recovered / is still receiving treatment in hospital / has been discharged from hospitals and taking medicine. (please delete as appropriate)

Relation with my child (please specify) \_\_\_\_\_

 Person taking care of or living together with my child, has not been classified as “close contact of an infected person”<sup>\*</sup> of COVID-19. Person taking care of or living together with my child, has been classified as “close contact of an infected person”<sup>\*</sup> of COVID-19.**Part D – Current health status of your child** My child has no symptoms of cough, shortness of breath, breathing difficulty and sore throat.**Part E – Confirmed cases in residential buildings** There is no confirmed case of COVID-19 in the building where my child lives.**Part F – Compulsory testing of COVID-19** My child is not undergoing a compulsory testing of COVID-19.

Name of Parent/Guardian (in Block Letter) : \_\_\_\_\_

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

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

<sup>\*</sup> In general, close contact means having cared for, having lived with, or having had direct contact with respiratory secretions and body fluids of a confirmed patient.