

SHUNG TAK CATHOLIC ENGLISH COLLEGE CIRCULAR #1 2011-12

1st September, 2011

Dear Parents,

Re: Secondary 1 Collection of Money, First Three Days Schedule & Timetable

A warm welcome to our parents and students of Secondary 1.

Please note the following:

1. Items that your child needs to pay for are as follows:

Item		Cost	Item		Cost
(1)	Student Handbook	\$15.0	(11)	SBA Portfolio for English Language	\$16.5
(2)	PTA Annual Fee*	\$70.0	(12)	Language Arts Portfolio for English	\$27.5
(3)	Clubs and House Fee	\$30.0	(13)	Chronicle (the School Magazine)*	\$40.0
(4)	Air Conditioning Fee	\$250.0	(14)	Materials for LS, Life Education and R S	\$8.1
(5)	Student Card and Student Photos (1 dozen)**	\$18.0	(15)	HK Economic Times (LS Edition)	\$43.5
(6)	Chinese Anthology 「默言集」* (partly subsidized by the PTA)	\$12.5	(16)	Hosanna (Prayer Book)	\$3.5
(7)	Writing Paper for Chinese Composition (50 sheets)	\$5.0	(17)	Kung Kao Pao Subscription* (Each student should pay \$70. The total cost of subscription is \$140. Cost is shared with one other student for the 27 issues per year.)	\$70.0
(8)	Chinese Extensive Reading Scheme	\$4.8			
(9)	Chinese Language Supplementary Materials	\$16.5			
(10)	Safety Spectacles for Laboratory Use	\$15.0	(18)	Sketch Book, Calligraphy Pen, Round and Flat Brushes	\$60.0
<i>Total fees for items (1) to (18)</i> 【All items are compulsory】					\$705.9

* To be paid per family by the youngest sibling.

** Parents can opt to buy the Student Card only. The cost is \$10.

2. School Arrangements for 1st, 2nd & 5th September:

1 Sep (Thur)	8:05 – 12:00	School Opening Ceremony, Class Teacher Period and Student Activities Talk
2 Sep (Fri)	8:05 – 12:00	School Opening Prayer Service and Class Teacher Period
5 Sep (Mon)	8:05 – 12:00	Photo Taking, Club Orientation and Class Teacher Period

3. Formal lessons begin on 6th September (Day 1). See your child's timetable for details. Please note the school day begins at 8:05 and your child is expected to be at school on time.

	Mondays to Thursdays	Fridays
School Begins	8:05am	8:05am
Lunch Time	12:15 – 1:20pm	12:45 – 1:50pm
School Ends	3:25pm	3:50pm

Yours sincerely,

Mr Kung Kwong Pui Joseph
Principal

The said fees will be debited from the autopay account on 26th September. Please ensure that the amount is deposited into the autopay account. The school will notify parents of the total amount that is going to be charged before their account is debited.

For parents who have not applied for an autopay account, fees should be paid by cash, or cheque made payable to "Shung Tak Catholic English College". Cash should be handed in to the School Office. Students will be informed of the date in mid-September.

Reply Slip

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I have read the above notice and I understand that I will be informed of the sum my child has to pay before my account is duly debited.

*I would like/would not like my child to have his/her photo taken in school.

(Please return this reply slip to the Class Teacher on 5th September.)

Parent's Signature: _____

Student's name: _____

Class: S.1 (_____)

Date: _____