



25th August 2020

Notice on First Day of School 2020-2021

Dear Parents,

In view of the pandemic, online real-time teaching will be implemented in September temporarily to facilitate student-teacher communication, follow the teaching schedules and ensure students can attend classes accordingly.

1. Preparation before school starts

- Students should get learning materials, timetable, notices and exercise books according to the time slots below:

Date	Time	Students
1/9 (Tue)	1:00 pm – 3:00 pm	S1 and S6
2/9 (Wed)	1:00 pm – 3:00 pm	S2 and S4
3/9 (Thu)	1:00 pm – 3:00 pm	S3 and S5

- Students must return to school with proper summer school uniforms on time. In case of fever or symptom, parents can get the items for their children. For enquiry, please contact our office staff on 2495 3363. Our staff will later make arrangements.
- Students or parents who have not yet installed Grwth Apps can install the Apps by referring to ‘the Instructions for Grwth Installation’ on our school web page (www.byknmc.edu.hk). If you have any difficulty, please go to our school during the above time slot so that our staff can help install to receive the school messages as soon as possible.
- S5 students of Applied Learning should complete the procedure of dropping out from the elective subjects on the day of getting the items. For enquiry, please contact Mr. Michael Ip.
- The new Meeting Password will start in September. Students should log in with their classes and class numbers in the academic year 2020-2021, e.g. 6A01 CHAN TAI MAN. Students should pay attention that the Zoom Meeting ID and passwords of S2 – S6 students will be sent via student’s school email account.
- If there is any technical problem about the real-time lessons via Zoom, please contact our staff on 2495 3363 during office hours from 9:00 am to 4:00 pm from Monday to Friday.
- There are a few free SIM cards donated from the charities for any students in need. If interested, please go to our office with student identification documents during office hours. They are available on a first-come first-served basis.

2. School Commencement Ceremony

- The ceremony will start on 1/9 (Tue). There is no need for students to come back to school. It will be broadcast live via YouTube. All students should visit our school web page (www.byknmc.edu.hk) at 9:00 am for the latest news. Please find the update on the web page for more details about login or instructions.

3. Lesson Arrangement

- The online real-time lessons will start from 2/9 (Wed) until further notice. There is no lesson on Saturdays, Sundays and public holidays. For details, please refer to 'Online Real-time Lesson Timetable'.
- In case of students taking sick leave, parents should follow the proper application procedure for handling the matter of absence, including phone calling before the lessons and submitting letters for sick leave and / or medical proof.
- After starting online real-time lessons, teachers will take roll call during every lesson, and students must attend the lessons on time. In case of students being absent or late, class teachers will phone their parents. For details, please refer to the notice of 'Regulations for Students' Online Real-time Lessons'.
- In case of bad weather or other circumstances such as the EDB's announcement of class suspension, the Zoom lessons will be cancelled accordingly.

4. Assignment Assessment

- S1-S3 students and parents can check the assignment arrangements of all subjects via Grwth App or visit 'Daily Homework Logbooks' on the school's web page.
- Subject teachers will teach with multimedia and assignments via Google Classroom or other educational platforms to help students from various perspectives. It is necessary for students to log in the Google Classroom of every subject for downloading the instructions to the assignments through using the school's Google Account.
- Students should upload the completed assignments on the 'Classwork' of Google Classroom for teachers' marking and feedback.

5. Arrangement of Student Affairs

- Students need to submit all signed notices to class teachers on the first day when they come back to school.
- Our school will keep sending e-notices via Grwth. Parents need to sign after reading the notices so as to ensure both students and parents understand the latest school arrangements.

6. Placement Test for S1

- The placement test will be conducted on the first day when students come back to school. Students need to come back to school at or before 8:10 am and bring stationery for the test.

In light of the pandemic, the class resumption date will be announced by the EDB. It is highly recommended that parents can keep close contact with our school to foster home-school cooperation. Parents should remind their children to make the best use of their time and attend the online lessons on time. Students should try their best to complete all the assignments and take care of their health.

Yours faithfully,

So Ka Leung

Principal

Note: 'Online Real-time Lesson Timetable' and 'Regulations for Students' Online Real-time Lessons' will be distributed to students on the day of getting the learning materials.