



香港佛教聯合會主辦
佛教曾果成中英文幼稚園



23-09-2020

有關「使用放學證及電子咭」注意事項
About "How to Use The Student Card & Electronic Card"

檔案編號 Circular no : tks2309/2020/009

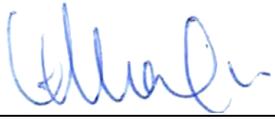
敬啟者 Dear parents,

本園於二零二零年九月二十三日(星期三)開始使用放學證，而新生學生電子卡，有待製作公司完成製作後，再發給學生使用。現請各家長注意有關使用方法 Starting from September 23, 2020 (Wednesday), parents have to use the student card & new students electronic card will be used after the Production Company complete the process. Please note the rules as follows:

1. 每天上學時，請向老師領取放學證 Please take the student card from teacher every day at school.
2. 放學時，需出示放學證並交回班主任，方可帶領 貴子弟離校 After school, show the student card to the class teacher so that students can leave the school with parents.
3. 所有首發之證件，均屬免費 For the 1st cards issued, the cost is free.
4. 遺失放學證，補領費用 HK\$20.00 If the student card is lost and re-issued, it will cost \$20.00.
5. 遺失電子卡，補領費用 HK\$50.00 If the electronic card is lost and re-issued, it will cost \$50.00.
6. 學生在返學及放學時均需佩帶一張電子卡，以便本園記錄學生進入校園及離開校園時作電腦記錄之用 For the computerized record of In / Out of the students, they need to bring their electronic card every day when they come to school.
7. 此電子咭必需每天讓學生佩帶，否則電腦未能顯示學生之出席情況 For the attendance record purpose, electronic card must be brought back every day when coming to school.
8. 家長在接送子女時未能出示放學證者，按教育局指引需登記來人身份證及簽署 According to the Education Bureau, if the parents cannot show the student card, they need to register their ID & sign up.
9. 為免做成混亂及確保學生安全起見，請家長攜帶該學生證自行接送，請勿替其他家長接送學生，以策安全 To avoid making any chaos and ensure children' s safety, please pick up your own son / daughter by showing the student card. Do not help other parents to pick up your children.
10. 除親屬兄長及姊姊外，其餘學童未滿 15 歲，不能接送放學 Anyone aged below 15 cannot pick up the children after school except for the children' s siblings.

此致

各位家長 Best Regards,

校長  啟

伍炫熹 Ng Yuen-hei

(Principal)



回條 Reply slip

本人已收到佛教曾果成中英文幼稚園[檔案編號: tks2309/2020/009]號通告，並知悉有關內容 I have received the circular no. tks2309/2020/009 from Buddhist Tsang Kor Sing Anglo-Chinese Kindergarten and I have known the related content.

學生姓名

家長簽署

Student' s name : _____

Signature of parent : _____

班別

日期

Class : _____

Date : _____