

PAOC Ka Chi Secondary School
加拿大神召會嘉智中學
School Circular No. 2 (2023 – 2024)
家長通告第二號 (2023 至 2024 年度)
【Athletic Meet Guidelines 2023-2024】
【陸運會注意事項 2023-2024】

6 September 2023

Dear Parents,

We are pleased to inform you that our school's Athletic Meet will take place on Tuesday, 12 September 2023 at the Tuen Mun Tang Shiu Kin Sports Ground. At the end of each competition day, students will be dismissed from the sports ground, and parents are welcome to visit the venue for student pick-up.

Date	12 September 2023, Tuesday
Reporting Time	8:00 a.m. (Any arrival after 8:15 a.m. will be considered late)
Dismissal Time	4:30 p.m.

All students are required to report their attendance at the sports ground wearing designated sportswear or proper school uniforms. Even if they are not participating in sports contests due to physical limitations, it is mandatory for students to arrive promptly at the sports ground.

The Athletic Meet is considered a special school day, and as such, students are required to provide medical certifications for any absence; otherwise, the absence will be regarded as truancy. In case of a delayed arrival due to an accident, we kindly request that you promptly notify the school or class teachers.

If you have any further inquiries, please do not hesitate to contact us.

Yours faithfully,



Principal Wong Wai Keung

PAOC Ka Chi Secondary School
加拿大神召會嘉智中學
School Circular No. 2 (2023 – 2024)
家長通告第二號 (2023 至 2024 年度)
【Athletic Meet Guidelines 2023-2024】
【陸運會注意事項 2023-2024】

敬啟者：

本校謹訂於二零二三年九月十二日 (星期二) 在屯門鄧肇堅運動場舉行陸運會，當日陸運會程序結束後，學生直接在會場解散。家長亦可到運動場接送子女。

日期	2023 年 9 月 12 日 星期二
報到時間	上午 8:00 (上午 8:15 後報到會被視為遲到)
解散時間	下午 4:30

學生須穿着本校指定體育服裝或整齊校服到運動場報到。因身體狀況限制而不適合參加比賽的同學亦須準時到達運動場觀賞比賽。運動會是本校特別上課日子，即使在當天告假，同學必須出示醫生紙，否則當天會當作曠課。如當日因特別事故，未能準時到達場地，請盡快致電學校或與班主任聯絡。

尚有任何垂詢，歡迎致電本校。

此致

貴家長

校長



謹啟

二零二三年九月六日

【Reply Slip 回條】

Dear Principal,

I have carefully read and comprehended the information provided in School Circular No. 2 pertaining to the **【Athletic Meet Guidelines 2023-2024】**.

敬覆者：

頃接家長通告第二號，藉悉 貴校有關**【陸運會注意事項 2023-2024】**事宜。

此覆

加拿大神召會嘉智中學校長

Name of Student	學生姓名	_____
Class	班 別	_____
Class Number	學 號	_____
Name of Parent	家長姓名	_____
Signature of Parent	家長簽名	_____
Date	日 期	_____

Athletic Meet Guidelines

(1) Schedule

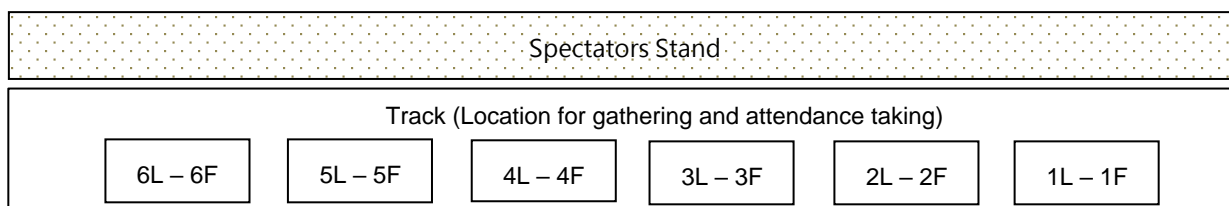
Date	12 September 2023 – Tuesday
Time of Entry	8:00 a.m. (Arrival after 8:15 a.m. will be considered late)
	1:15 p.m. (Arrival after 1:30 p.m. will be considered late)
Time of Dismissal	4:30 p.m.
Entrance/Exit	The main entrance of the Tuen Mun Tang Shiu Kin Sports Ground

(2) Uniforms:

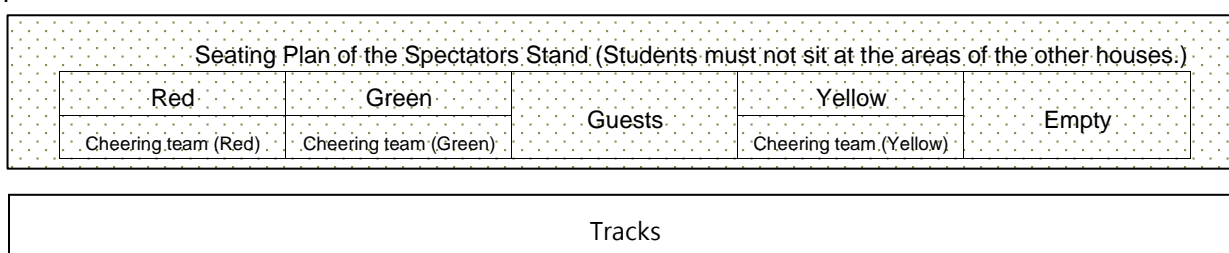
All students are required to wear tidy school sports suits.

(3) Gathering and attendance taking:

Students should gather and take attendance after entering the stadium, and line up on the tracks according to the figure below. Students should face the spectator's stand. Boys and girls should queue in two separate rows and the order from left to right should be: 6F < — > 1F. Teachers will take the attendance and the attendance sheet will be handed in to the central booth.



After the roll call, invigilating teachers will assist students in lining up and get up to the spectators stand according to classes.



The empty part on the left of the spectator stand will be used for discipline purposes. Students are forbidden to enter without permission.

(4) Students Discipline Items:

- (a) The front rows of the spectator's stand are reserved for the cheering teams of the respective houses. Non-cheer members are not allowed in these areas.
- (b) All students are required to bring their student identity cards for verification. External students without prior application and approval from the school are not permitted to enter the site.
- (c) Under all circumstances, students must obey the instructions of the teachers and prefects on duty.
- (d) Students must not block the passage of the spectator stand when viewing the events.
- (e) Students are not allowed to eat on the spectator stand. Drinking water is acceptable.
- (f) Students must not sit or stay in areas designated for other houses without authorization. If students need to leave the spectator stand, prior consent from the designated area teachers is required.
- (g) During the opening and closing ceremonies, students must remain silent and stand still according to instructions.
- (h) Students must not walk across the tracks during the events and must not enter the turf at any time.
- (i) Students should actively participate in every event and performance. Reading newspapers, magazines, publications, playing chess or electronic games, and using mobile phones or tablets are not allowed. No audio or visual equipment is allowed, except for equipment used by the cheering teams.
- (j) Students should take care of their own belongings especially when they are taking part in sports events. Personal belongings should be entrusted to reliable classmates. Valuables must not be carried to the stadium.
- (k) Each house must organize a cleaning team responsible for the cleanliness of the spectator stand.
- (l) Each house must clean the spectator's stand by the end of the function. After examination by teachers, students may leave in batches from the passage behind the spectator's stand.
- (m) Students should go home as soon as possible and not hang around in the plazas nearby after the function. Except for parents, students must not ask others to wait outside the stadium or pick them up.
- (n) Sports day is a regular school activity, and students must not be absent without authorization. Those who apply for a one-day sick leave must submit a letter from their parents and a doctor's certificate. Failure to do so will be considered truancy. All regulations are applicable within or outside the stadium during the function.

陸運會注意事項

(一) 時間表：

日期	2023年9月12日 – 星期二
進場時間	上午 8:00 可進場 (上午 8:15 後進入場館者作遲到論)
	下午 1:15 可進場 (下午 1:30 後進入場館者作遲到論)
放學時間	下午 4:30
進入/離開位置	鄧兆堅運動場正門進入/離開場館

(二) 校服：

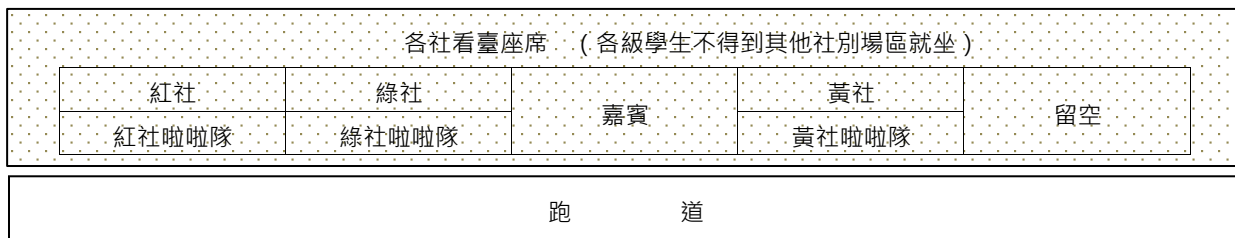
所有學生須穿着整齊學校運動服裝。

(三) 集隊及點名：

學生進場後須集隊點名，按下圖在跑道上列隊。各班學生面向看台，男女生各排一行，由左至右，分別為：中六愛班 <—> 中一信班。點名工作由班主任負責，完成後請交點名紙至看台下中央服務台。



點名完畢後檢察老師協助學生分班排隊上看台。



最右邊留空的看台，用以處理違規的學生，學生不可撞進。

(四) 學生守則：

- (1) 看台最前排為啦啦隊座席，各社可安排啦啦隊坐於該處，非啦啦隊成員不得撞進。
- (2) 所有學生須攜帶學生證，作核對身份用途。非本校學生，未經事前向校方申請並獲批准，不得進場。
- (3) 任何情況下，學生必須聽從老師及執行職務的領袖生指導。
- (4) 學生不可站在看台通道上觀看比賽。
- (5) 學生不可在看台上進食，但可以飲清水。
- (6) 運動會期間，不准擅自過社。學生如需離開看台，必須先問准所屬場區看管老師。
- (7) 開幕及閉幕儀式進行時，學生須要保持安靜，並按指示肅立。
- (8) 比賽進行時，學生不得橫過跑道，任何時間都不可走進草地範圍。
- (9) 運動會期間，學生須積極參與，並投入欣賞各項比賽及表演項目，不得閱讀報章、雜誌及刊物，不得下棋或玩遊戲機，不得使用任何音響視聽器材（啦啦隊使用器材例外）；手提電話或平板電腦。
- (10) 學生必須小心保管個人財物，特別是運動員比賽時，個人物品須交由可以信賴的同學保管；貴重財物絕對禁止帶進運動場。
- (11) 各社須組織清潔隊，由場區看管老師指導，負責看台清潔。
- (12) 各社須於放學前清潔看台，待場區看管老師檢查滿意後，始可按指示由看台後面通道分批離開。
- (13) 運動會完結後，學生切勿逗留在附近商場，須盡快回家。除家長外，絕不可聯絡外人在場外等候及接送。
- (14) 陸運會屬學校正規教學活動，學生不得無故缺席；即使告病假一天，亦必須交家長信連同醫生證明書，否則視作曠課論；運動會期間，所有校規均適用於運動場內外。