Dear Parents/Guardians,

School Measures In Case of Class Suspension due to Influenza H1N1 (Swine Flu)

In view of the mounting cases of swine flu, it is likely that Hong Kong will be affected. In case class suspension is carried out, the following measures will be taken:

1. **Updated Announcements**

   - All parents / guardians will be informed of the class suspension through SMS as soon as possible.
   - Parents and students should be alert to announcements made through the school intranet (e-class), the official e-mail accounts and the school homepage. Regular access to these channels is a MUST.

2. **Homework & Revision Materials**

   Teachers will regularly prepare homework and revision materials that will be uploaded to e-class in case of class suspension. The date and the method of submitting homework will be informed by individual teachers.

3. **Duration of Class Suspension & New School Calendar**

   - The school will normally follow the duration of class suspension announced by the Education Bureau. Please refer to the school intranet, the official e-mail accounts and the school homepage for updates.
   - The school days and the Annual Examination will probably be postponed. For this purpose, students should follow the new school calendar to be issued when the school resumes.
   - Parents / guardians should be aware of the possible postponement and shortening of the summer vacation.
4. **Campus Activities**

- All club/team activities (including ball games) on the school campus will be cancelled.

- Students may return to school to meet individual teachers (who follow specified duty rosters) for doing revision, asking questions, etc. However, they should be in full school uniform and bring Student I.D. Cards. Prior appointment with teachers is suggested.

5. **Suspected & Confirmed Cases**

To facilitate the school to take corresponding measures, parents/guardians should inform the school as soon as possible if any students are contracted with suspected/confirmed swine flu.

Your attention is much appreciated.

\[Signature\]

CHOW Sik-cheong
Principal

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[REPLY SLIP]

I acknowledge receipt of the notice regarding “School Measures In Case of Class Suspension due to Influenza H1N1 (Swine Flu)”.

Name: _____________________________

Class: __________ Class No.: _________

Name of Parent/Guardian: ________________

Signature of Parent/Guardian: ________________

Date: ________________