



2 Sep 2024

Dear Parents,

**Physical Education(PE) Lesson Notice**

Please pay attention to the following matters:

1. Physical Education is a compulsory subject at our school, and all students are required to participate in physical education classes. However, parents should be aware that if a student has any medical conditions, students should consult a doctor to determine if they are suitable for physical education classes. If the student is not suitable or requires special arrangements for physical education, please provide a registered doctor's certificate and apply to the school. If there are any changes in the health condition of the student, please inform the school immediately for follow-up.
2. Our school encourages students to actively participate in sports to promote physical fitness. During physical education classes, students must strictly adhere to the rules set by the physical education teacher to prevent accidents. Attached to this notice are the "Rules for Physical Education Classes" (Appendix One) and the "Rules for the Use of Indoor Sports Facilities and Basketball Courts" (Appendix Two). Please read them carefully and ensure that your child abides by these rules.

If you have any inquiries, please feel free to contact the physical education teacher, Ms. Leung Sze Wan, at 2382 0002.



Best Wishes,

CHUI Sze-ming

Principal

Lok Sin Tong Wong Chung Ming Secondary School

**【Reply Slip】**

[ Please return to class teacher on or before 6 Sep 2024 ]

Dear Principal,

I have carefully read this circular and the attachments, and I am aware of and understand the contents. I will cooperate with the school to handle the relevant matters accordingly.

Parent's signature : \_\_\_\_\_

Student's Name : \_\_\_\_\_

Class ( No ) : \_\_\_\_\_ (    )

\_\_\_\_\_ Sep 2024



### **Physical Education Class Rules (Appendix One)**

- Clothing Requirements:
  1. On the day of the physical education class, students must wear short-sleeved sports tops, sports pants, white ankle socks, and predominantly white sports shoes to school.
  2. During the physical education class:
    - 2.1 Summer: Students must wear short-sleeved sports tops and sports shorts.
    - 2.2 Winter: Students must wear short-sleeved sports tops, sports shorts, or long pants (when the temperature is below 12 degrees Celsius or when a cold weather warning is in effect).
- Classroom Guidelines:
  1. Students should follow the teacher's instructions during class and should not engage in any unauthorized activities.
  2. Students must use sports equipment according to the teacher's instructions. If any damage occurs due to incorrect use, compensation must be provided based on the price.
  3. On the day of the class, students should bring a lock of the appropriate size and secure valuable items such as wallets and iPads in the storage lockers. Students will be responsible for any losses incurred due to the absence of a lock.
  4. To ensure that students have sufficient space and facilities for classes, our school has applied for off-campus recreational areas, including Shek Ku Lung Road Playground, Kowloon Walled City Park, or nearby indoor sports facilities. During class, students may have the opportunity to be led by the physical education teacher to these venues for lessons.
  5. If a student is unable to attend the physical education class due to illness or injury, they should submit a parental letter or a valid medical certificate to the physical education teacher before the class.
  6. If a student feels unwell during class, they should immediately inform the physical education teacher.
  7. If a student forgets to bring their sports attire on the day of the physical education class, they should inform the physical education teacher before the class and follow the teacher's instructions for appropriate learning activities during the class.



**Rules for the Use of Indoor Sports Facilities and Basketball Courts (Appendix Two)**

1. Apart from physical education classes, students can use the school's indoor sports facilities and basketball courts during break time, lunchtime, and after school for sports activities.
2. Students are not allowed to engage in any ball games in the school parking lot and corridors outside the teachers' offices.
3. Students may bring their own basketballs, volleyballs, badminton rackets, and table tennis paddles to school, but during class, they must properly store their sports equipment and refrain from playing ball games in classrooms or corridors.
4. Eating and drinking are not allowed in the indoor sports facilities and basketball courts. Students must maintain cleanliness and clean up all garbage before leaving.
5. In case of rain or wet ground, students should refrain from engaging in any ball games or physical activities.
6. Students should take good care of public property, and any damage caused must be compensated according to the price.