



聖公會白約翰會督中學  
S.K.H. BISHOP BAKER SECONDARY SCHOOL  
新界 元朗 鳳攸南街十號  
NO. 10 FUNG YAU STREET SOUTH, YUEN LONG, N.T.  
TEL: 24754778-9 FAX NO.: 24799150



September 25, 2025

Dear Parents,

**S1-3 English After-School Support Classes for the First Term of 2025-2026 (LTP 25/052)**

Following the results of the attainment test or the last term performances, we have identified areas where your child can improve their performance in core subjects. To support this growth, starting in October, our school will be arranging additional after-school support classes led by our English teachers. These classes are designed to help students strengthen their English skills.

We greatly appreciate the partnership between home and school, and we encourage parents to support their children in taking an active role in their learning journey. Together, we can help them overcome challenges and achieve their academic goals.

Details of the S1-3 English After-School Support Classes are as follows:

S1 (Day 1)	9/10, 17/10, 5/11, 16/12 (3:45 - 4:45 p.m.)
S2 (Day 3)	21/10, 10/11, 18/11, 1/12 (3:45 - 4:45 p.m.)
S3 (Day 5)	15/10, 23/10, 12/11, 3/12 (3:10 - 4:10 p.m.)

Note: Students must attend the S1-3 English After-school Support Classes.

They are required to attend all sessions unless they have a doctor's certificate for medical leave.

Absences without valid reasons will result in disciplinary action.

For any inquiries, please call Ms Kwok Pui-pui at 2475 4778 during office hours.

Thank you for your continued support.



Yours sincerely,

NG Yau-mei, Shirley  
Principal

## **Rules for S1-3 English After-School Support Classes**

- 1) No unexcused absences are allowed; medical leave or leave with a parent's note must be provided to avoid a demerit.
- 2) A leave letter must be submitted to the English teacher within three days after illness or leave.
- 3) If class times conflict with known school activities or self-funded learning activities, prior approval from the English teacher is required for exemption.
- 4) Students must focus in class and respect the teacher. No playing, sleeping, or eating in the classroom; violations will result in disciplinary action according to school rules.
- 5) Mobile phones are not allowed; violations will result in disciplinary action according to school rules.
- 6) Please keep the classroom tidy.
- 7) Each class will have designated students responsible for cleaning the blackboard, arranging desks and chairs, closing windows and doors, and turning off all electrical switches before leaving.

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**Re: S1-3 English After-School Support Classes for the First Term of 2025-2026 (LTP 25/052):**

Date: \_\_\_\_\_

☐ I acknowledge that my child needs to participate in the **S1-3 English After-school Support Classes**. My child and I have read the rules for them, and my child promises to follow these rules, work hard, and strive for improvement.

☐ I understand the school's support arrangements, but due to the following reasons, I hope the school can consider granting an exemption. I will ensure that my child intensifies their studies to improve their academic performance. (The reason must be officially approved by the school, and parents will be notified via SMS.)

Reason: \_\_\_\_\_

Student Name: \_\_\_\_\_ Class (Class no.): \_\_\_\_ ( ) Parent's Signature: \_\_\_\_\_

*Please submit this reply slip to the English teacher by 29<sup>th</sup> September 2025.*