



Letter to Parents No. 19 – 2024/25

Dear Parents/ Guardians,

2024/25 March Notice (1)

To have a better understanding of our school's measures and facilitate home-school co-operation, parents please read the following circulars in detail:

- a. 2nd Term Uniform Test
- b. Regulations for Uniform Test
- c. 2nd Term Uniform Test Timetable
- d. Changing to Summer School Uniform
- e. 2024/2025 Open Day

The reply slip should be duly completed through eClass on or before 14.3.2025 (Friday).

Yours faithfully,




KONG Pik-chi
Principal

The notice will be uploaded to our school website for your reference.

10.3.2025

a. 2nd Term Uniform Test

1. The 2nd Term Uniform Test (“UT”) will take place from 9.4.2025 (Wednesday) to 15.4.2025 (Tuesday). Please refer to the attachments for “Regulations” and “Timetable” of the 2nd Term UT.
 2. The test content will be uploaded on 10.3.2025 (Monday) to
eClass (<http://eclass.ylpss.edu.hk/home/index.php>)
Home -> What’s New
 3. During the UT period, students should arrive at school on or before 8:15a.m.. The test session(s) will take place from 8:20 a.m. to 9:50 a.m.. After the tests, normal lesson time resumes from 10:05 a.m..
 4. In no circumstance will the school arrange another uniform test for absentees. Absentees without pre-approved or acceptable reasons will receive zero marks for the paper for which they are absent. An assessed mark will be given in the following situations:
 - (i) Students are absent due to sickness supported by **a doctor’s medical certificate**;
 - (ii) Students are caught in unexpected situations proven by **certified documents or approved by the school**.
- This assessed mark is calculated based on the student’s performance in their tests and daily homework. The final uniform test mark for the missed paper will be **70%** of the assessed mark.
5. If the Education Bureau has announced the suspension of schools due to adverse weather conditions, such as tropical cyclone, heavy rainstorm, or any other reasons, the tests on that day will be postponed. The subsequent test timetable will remain unchanged.
 6. The 2nd Term results will be calculated based on the Yearly Examination (80%) and the 2nd Term Uniform Test & continuous assessments (20%). Parents should be aware of the ratio and encourage students to revise for the tests in advance.

Should you have any queries, please contact Ms. NGAI Hung-ying at 2476 2357.

b. Regulations for Uniform Test

1. Students are advised to arrive at the Test Centre at least 15 minutes before the commencement of the test, i.e. 8:15 a.m..
2. In normal circumstances, students who arrive 15 minutes after the start of the test may not be permitted to sit for the test. Latecomers will not be given extra time.
3. After entering the Test Centre, students should take their pre-assigned seats or seats assigned by the invigilators.
4. All books, notes and reference materials should be put in the designated place as instructed by the invigilators.
5. In the Test Centre, students should remain silent at all times and follow the instructions given by the invigilators.
6. Students are not allowed to leave early for any test papers.
7. Students are not allowed to take away any test materials, including multiple-choice answer sheets, answer sheets, supplementary answer sheets or rough worksheets (both used or blank).
8. If students do not follow examination regulations, a mark penalty and disciplinary action will be imposed.
9. If found cheating, the student will receive zero marks for the paper and will be subject to disciplinary action.
10. After the “time is up” announcement is made, students must stop writing.
11. Students should raise their hands to draw the attention of the invigilators if they have a question or need any assistance.

c. 2nd Term Uniform Test Timetable

Form	Lesson Time	Subject (Exam Time)				
		9.4.2025 (Wed)	10.4.2025 (Thu)	11.4.2025 (Fri)	14.4.2025 (Mon)	15.4.2025 (Tue)
S1	8:20-9:05	Chinese Language (8:30-9:00)	Mathematics (8:30-9:00)	Science (8:30-9:00)	English Language (8:30-9:00)	Flag Raising Ceremony (8:15-8:25)
	9:05-9:50	History (9:10-9:40)	Geography (9:10-9:40)	Citizenship, Economics & Society (9:10-9:40)	Chinese History (9:10-9:40)	Normal Lesson
S2	8:20-9:05	Mathematics (8:30-9:00)	English Language (8:30-9:00)	Chinese Language (8:30-9:00)	Science (8:30-9:00)	Normal Lesson
	9:05-9:50	Chinese History (9:10-9:40)	History (9:10-9:40)	Life & Society (9:10-9:40)	Geography (9:10-9:40)	
S3	8:20-9:05	English Language (8:30-9:00)	Chinese History (8:30-9:00)	Mathematics (8:30-9:00)	Chinese Language (8:30-9:00)	Physics (8:35-9:05) Hall
	9:05-9:50	Geography (9:10-9:40)	History (9:10-9:40)	Biology (9:10-9:40)	Chemistry (9:10-9:40)	Life & Society (9:15-9:45) Hall
S4	8:20-9:50	Chinese Language (8:30-9:30)	Citizenship & Social Development (8:30-9:30)	English Language (8:30-9:20)	Mathematics (8:30-9:20)	Normal Lesson
S5	8:20-9:50	English Language (8:30-9:20) Hall	Chinese Language (8:30-9:30) Hall	Mathematics (8:30-9:20) Hall	Citizenship & Social Development (8:30-9:30) Hall	Normal Lesson

Test Centres:

9.4.2025 (Wed) to 14.4.2025 (Mon)	S1-S4	Homeroom
	S5	Hall
15.4.2025 (Tue)	S3	Hall

d. Changing to Summer School Uniform

For the transitional period from 10.3.2025 (Monday) to 21.3.2025 (Friday), students may choose to wear summer or winter school uniforms, depending on the weather conditions. From 24.3.2025 (Monday) onwards, all students must wear summer uniforms. For regulations on summer school uniforms, please refer to the Student's Handbook (P.11 - P.13 or P.18 - P.20).

For enquiries, please refer to "Rules of Appearance and Uniform" in the Student's Handbook, or contact class teachers at 2476 2357 on school days.

e. 2024/2025 Open Day

2024/2025 Open Day will be held on 21.3.2025 (Friday) from 9:00 a.m. to 4:00 p.m.. Through subject exhibitions, student works and club booths, the school would like to show parents and the community the effectiveness of teaching and learning and the outstanding performances of our students in extra-curricular activities.

In order to allow students to participate in the activities, they are assigned two timeslots to return to school. Students are required to return to school in neat winter OR summer school uniforms, and gather in their **homerooms** at the following time:

8:30 a.m. to 11:00 a.m. : S1 to S3

10:00 a.m. to 12:30 p.m. : S4 to S6

All student helpers should wear neat winter school uniforms. They should report to their respective posts between 7:45 a.m. and 8:15 a.m., according to the instructions of the supervising teachers. The specific assembly and dismissal times will be notified in another letter to parents soon.

For the programs of the day, please refer to the school website for the latest information. Should you have any queries, please contact Ms. MOK Sui-sum, Noel at 2476 2357.



Letter to Parents No.19 – 2024/25

Reply Slip

To the Principal of Yuen Long Public Secondary School,

i) I, the parent of _____ (Class: _____)(Class No.: _____), acknowledge the receipt of the following circulars:

- a. 2nd Term Uniform Test
- b. Regulations for Uniform Test
- c. 2nd Term Uniform Test Timetable
- d. Changing to Summer School Uniform
- e. 2024/2025 Open Day

Signature of Parent/Guardian: _____

Name of Parent/Guardian: _____

_____.3.2025



家長通函第 19 號 – 2024/25

敬啟者：

2024/25 學年三月份學校安排須知 (一)

為讓家長更了解學校各項措施及促進家校合作，請家長詳閱下列通告：

- 一、 下學期統一測驗
- 二、 統一測驗守則
- 三、 下學期統一測驗時間表
- 四、 關於更換夏季校服事宜
- 五、 2024/25 學年開放日

請家長於 2025 年 3 月 14 日（星期五）或之前經 eClass 填妥「家長綜合回條」。

此致

各位家長／監護人



元朗公立中學校長

江碧芝謹啟

上述通告將上載至本校網頁，歡迎家長瀏覽。

2025 年 3 月 10 日

一、下學期統一測驗

1. 下學期統一測驗（下稱「統測」）將於4月9日（星期三）至4月15日（星期二）舉行。隨函附上「統一測驗守則」及「下學期統一測驗時間表」以供垂覽。
2. 各科統測範圍將於3月10日（星期一）上載eClass。
eClass (<http://eclass.ylpss.edu.hk/home/index.php>)
Home -> What's New（校園最新消息）
3. 統測期間，學生必須在上午8:15或之前到達學校，測驗時間由上午8:20至9:50。測驗後，上午10:05起，學生將按時間表上課。
4. 學生必須出席所編定科目的統一測驗。若學生缺席統測，在任何情況下，校方皆不設補測。若無校方可接納的原因，缺測科目試卷為「零」分。如遇以下情況可向校方申請缺考評估：
（1）學生因病缺席，並能出示認可醫生所發出的**病假證明文件**；
（2）學生遇突發事件，並能出示**有效的證明文件**，或提供獲本校接納的詳情。
經校方接納，科任老師將按該生日常課業表現給予評估分數，缺考得分為評估分數之**70%**。
5. 統測期間，如因颱風、暴雨或其他因素而教育局宣佈停課，當天的測驗將另訂日期補測，往後的測驗則依照原定日期及時間舉行。
6. 本學期學科成績計算方法為考試分數佔80%，統測及持續評估成績佔20%。請家長留意及督促子女溫習，爭取佳績。

如有查詢，請致電2476 2357與倪紅英老師聯絡。

二、統一測驗守則

1. 學生須於測驗前最少15分鐘，即8時15分，到達試場應試。
2. 除特殊情形外，學生遲到逾15分鐘，則有被取消該科測驗資格之虞。遲到學生將不獲額外測驗時間。
3. 學生必須坐於指定之座位應考，或聽從監考老師的指示就座。
4. 學生必須把書籍、筆記、抄本等擺放在監考老師指定的位置。
5. 在試場內，學生必須保持肅靜，並聽從監考老師的指示。
6. 在開考後，學生不得離開試場，直至測驗終結。
7. 學生嚴禁將試場供應之物品，如多項選擇試題紙、答案紙、補充答題紙等攜離試場（不論書寫與否，亦須一併交回）。
8. 若學生在統測期間不遵守考試規則，除須接受紀律處分外，該考卷或會被扣減分數。
9. 若學生在統測時作弊，除該考卷獲評為「零」分外，還須接受紀律處分。
10. 監考老師宣佈測驗終結後，各學生不得繼續作答。
11. 學生在測驗時遇到任何問題，請舉手向監考老師示意，尋求協助。

三、下學期統一測驗時間表

級別	課堂時間	科目 (答卷時間)				
		4月9日 (星期三)	4月10日 (星期四)	4月11日 (星期五)	4月14日 (星期一)	4月15日 (星期二)
中一	8:20-9:05	中文 (8:30-9:00)	數學 (8:30-9:00)	科學 (8:30-9:00)	英文 (8:30-9:00)	升旗禮 (8:15-8:25)
	9:05-9:50	歷史 (9:10-9:40)	地理 (9:10-9:40)	公民、經濟 與社會 (9:10-9:40)	中史 (9:10-9:40)	上課
中二	8:20-9:05	數學 (8:30-9:00)	英文 (8:30-9:00)	中文 (8:30-9:00)	科學 (8:30-9:00)	上課
	9:05-9:50	中史 (9:10-9:40)	歷史 (9:10-9:40)	生活與社會 (9:10-9:40)	地理 (9:10-9:40)	
中三	8:20-9:05	英文 (8:30-9:00)	中史 (8:30-9:00)	數學 (8:30-9:00)	中文 (8:30-9:00)	物理 (8:35-9:05) 禮堂
	9:05-9:50	地理 (9:10-9:40)	歷史 (9:10-9:40)	生物 (9:10-9:40)	化學 (9:10-9:40)	生活與社會 (9:15-9:45) 禮堂
中四	8:20-9:50	中文 (8:30-9:30)	公民與 社會發展 (8:30-9:30)	英文 (8:30-9:20)	數學 (8:30-9:20)	上課
中五	8:20-9:50	英文 (8:30-9:20) 禮堂	中文 (8:30-9:30) 禮堂	數學 (8:30-9:20) 禮堂	公民與 社會發展 (8:30-9:30) 禮堂	上課

考試地點：

4月9日(星期三)至 4月14日(星期一)	中一至中四	所屬課室
	中五	禮堂
4月15日(星期二)	中三	禮堂

四、關於更換夏季校服事宜

由3月10日（星期一）起至3月21日（星期五），各家長可按天氣情況安排貴子弟更換夏季校服。全校學生須於3月24日（星期一）更換整齊的夏季校服。有關夏季校服的式樣，請遵守學生手冊內相關的規定（第11至13頁或第18至20頁）。

如有疑問，可參閱學生手冊「儀容及校服守則」或於上學日致電2476 2357與班主任聯絡。

五、2024/2025 學年開放日

本校謹定於2025年3月21日（星期五）上午9:00至下午4:00舉行開放日。透過學科組別展覽、學生習作及學會攤位，向家長及社區人士展示師生在教學及課外活動的成效。

本校將會安排各級別於不同時段回校，讓學生參與開放日活動。參與學生需穿著整齊冬季或夏季校服回校，按以下時間回到所屬課室集合：

上午8:30至11:00：中一至中三級

上午10:00至12:30：中四至中五級

所有學生工作人員請穿著整齊冬季校服。根據負責老師的指示，工作人員於上午7時45分至8時15分期間到所屬崗位報到，具體集合時間、解散時間將另函通知。

有關當日節目程序，請留意本校網頁，以取得最新資訊。如有查詢，請致電2476 2357聯絡莫瑞琛老師。



家長通函第 19 號 – 2024/25

家長綜合回條

敬覆者：

甲部、 本人為_____（_____班）（_____號）之家長，已知悉下列通告詳情：

- 一、 下學期統一測驗
- 二、 統一測驗守則
- 三、 下學期統一測驗時間表
- 四、 關於更換夏季校服事宜
- 五、 2024/25 學年開放日

此覆

元朗公立中學校長

家長／監護人簽署：_____

家長／監護人姓名：_____

2025 年 3 月 日

*請於適當 ☐ 填上✓