

英皇書院

香港 般含道 六十三號A
電話：二五四七 〇三一〇
傳真：二五四〇 六九〇八



KING'S COLLEGE

63A, BONHAM ROAD
HONG KONG
TEL : 2547 0310
FAX : 2540 6908

「2015-2016 年度周年頒獎典禮」

(中一至中五級學生適用)

敬啟者：

本校將舉行周年頒獎典禮，詳情如下：

日期：二零一六年十二月十六日(星期五)
時間：下午二時三十分
地點：本校禮堂
頒獎嘉賓：校友甘慶林先生(長江基建集團董事總經理)

所有學生將於上午十時四十五分(第三課節後)放學。所有領獎者、表演者及有職責的學生，須於下午一時十五分向負責老師報到。出席典禮的學生必須儀容整潔及穿著整齊的冬季校服。

請家長於**12月5日**或之前透過 e-ClassApp 或 eClass 內聯網系統簽署回條。如有任何疑問，請致電 2547 0310 與李如鳳老師聯絡。

此致
各家長

校長

謹啟

(PL/16-17/21A)

二零一六年十一月三十日

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2015-2016 年度周年頒獎典禮回條 (請於十二月五日或之前透過 e-ClassApp 或 eClass 內聯網系統簽署回條)

本人已知悉 貴校有關「2015-2016 年度周年頒獎典禮」詳情，並：(*請於適當的□內✓)

* 將會出席頒獎典禮，並請預留座位：_____ 位。

* 不會出席頒獎典禮。

家長/監護人姓名：_____ (請用中文正楷)

家長/監護人簽署： * 請家長透過 eClass App 或 e-Class 內聯網系統簽署

學生姓名：_____ () 班別：_____

二零一六年 _____ 月 _____ 日

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2015-2016 Annual Speech Day (Attn: S.1 – S.5 Students)

The Annual Speech Day will be held on 16 December, 2016. Details are as follows:

Time: 2:30 p.m.

Venue: School Hall

Guest of Honour: Mr. KAM Hing-lam, Alumuns

(Group Managing Director, Cheung Kong Infrastructure Holdings Limited)

All students will be dismissed at 10:45 a.m. (i.e. after the third lesson) on that day. All prize winners, performers and student helpers must report to the teacher-in-charge at 1:15 p.m. Students attending the Annual Speech Day must be clean and well-groomed in proper winter school uniform.

Please sign the reply slip via eClass Parent Apps on smartphones or eClass Intranet on or before 5 December 2016. Should you have any enquiry, please contact Ms. LEE Yu-fung at 2547 0310.


TANG Kai-chak
Principal

30 November 2016
(PL/1617/21AE)

2015-2016 Annual Speech Day Reply Slip

(Please sign the reply slip via eClass Parent Apps on smartphones or eClass Intranet on or before 5 December 2016)

I acknowledge receipt of the notice concerning the above, and: (Please put a tick in the appropriate box)

* I will attend the Annual Speech Day. Please reserve _____ seats for me.

* I will not attend the Annual Speech Day.

Parent's Name: _____

Parent's Signature: Please sign the reply slip via eClass Parent Apps on smartphones or eClass Intranet

Student's Name: _____ Class: _____ Class No.: _____

Date: _____

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「2015-2016 年度周年頒獎典禮」

(中六級學生適用)

敬啟者：

本校將舉行周年頒獎典禮，詳情如下：

日期：二零一六年十二月十六日(星期五)

時間：下午二時三十分

地點：本校禮堂

頒獎嘉賓：校友甘慶林先生（長江基建集團董事總經理）

（觀禮嘉賓請於下午二時十五分前就座。）

所有中六學生必須出席典禮。而所有學生將於上午十時四十五分（第三課節後）放學，中六學生須於下午一時三十分到操場點名。此外，中六的領獎者、表演者及有職責的學生，則須於下午一時十五分向負責老師報到。出席典禮的學生必須儀容整潔及穿著整齊的冬季校服。如中六學生當天缺席，必須呈交有效的醫生證明，否則作曠課論。

請家長於 12 月 5 日或之前透過 e-ClassApp 或 eClass 內聯網系統簽署回條。如有任何疑問，請致電 2547 0310 與李如鳳老師聯絡。

此致
各家長

校長

謹啟

(PL/16-17/21B)

二零一六年十一月三十日

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2015-2016 年度周年頒獎典禮回條
(請於十二月五日或之前透過 e-ClassApp 或 eClass 內聯網系統簽署回條)

本人已知悉 貴校有關「2015-2016 年度周年頒獎典禮」詳情，並：(*請於適當的□內✓)

* 將會出席頒獎典禮，並請預留座位：_____ 位。

* 不會出席頒獎典禮。

家長/監護人姓名：_____ (請用中文正楷)

家長/監護人簽署： * 請家長透過 eClass App 或 e-Class 內聯網系統簽署

學生姓名：_____ () 班別：_____

二零一六年 _____ 月 _____ 日



「啟用新電子點名系統及以 eClass Parent App 接收即時訊息事宜」

(中一至中六級學生適用)

敬啟者：

為使家長能更了解貴子弟的出席情況及提升學校行政效率，本校將啟用新的電子點名系統，以取代舊有八達通卡點名系統。原有八達通管理系統仍作學生繳費用途，學生需繼續使用已登記的八達通卡繳交部分學校費用。

由十二月七日(星期三)起，學生在進入學校時，必須使用新智能學生證拍卡，電腦系統便會記錄學生回校時間，及傳送即時訊息給已於智能手機安裝 eClass Parent App 的家長。如無特殊原因，持續忘記攜帶學生證的同學將被懲處。請督促 貴子弟回校上課時攜帶新智能學生證。如該證損壞或遺失應盡快到學校圖書館辦理補領手續。

新電子點名系統啟用後，家長將能透過智能手機 eClass Parent Apps 或 eClass 內聯網 (<http://intranet.kings.edu.hk>)，查閱 貴子弟出席記錄。電腦系統也會傳送學生已回校的即時訊息給已於智能手機正確安裝及設定 eClass Parent App 的家長。因此，仍未安裝 eClass Parent App 的家長應盡快安裝本程式，及開啟智能手機的通知功能，以便接收各項即時訊息及宣佈。

eClass Parent App 操作指引可於學校網頁 (<http://www.kings.edu.hk>) 下載。如家長忘記了帳戶密碼，可向校務處索取「申請重設密碼表格」或於學校網頁下載表格，填妥並交回校務處。如需查詢詳情，請致電 2547 0310 與校務處黃小姐聯絡。

此致
各家長

校長

謹啟

(PL/16-17/21C)

二零一六年十一月三十日

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啟用新電子點名系統及以 eClass Parent App 接收即時訊息事宜回條
(請於十二月五日或之前透過 e-ClassApp 或 eClass 內聯網系統簽署回條)

本人已知悉 貴校有關「啟用新電子點名系統及以 eClass Parent App 接收即時訊息」事宜。

家長/監護人姓名：_____ (請用中文正楷)

家長/監護人簽署： * 請家長透過 eClass App 或 e-Class 內聯網系統簽署

學生姓名：_____ () 班別：_____

二零一六年 _____ 月 _____ 日

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Launching of New Students' Attendance Taking System and Receiving Instant Messages via eClass Parent App (Attn: S.1 – S.6 Students)

To enable a better understanding of your son's /ward's school attendance and to enhance the efficiency of school administration, the school is going to adopt a new Students' Attendance Taking System. However, the "Octopus Card System" will continue to be used for fee payment. Students should keep the registered Octopus cards for payment of fees.

From 7 December 2016 (Wednesday) onwards, students will be required to tap the NEW student smart card when entering school. Instant message for student's attendance will be sent to parent/guardian's smart phone that has eClass Parent App installed. Penalty will be given to those students who frequently failed to present their cards. Please remind your son/ward to bring his new student ID card every school day. If the card is damaged or lost, students should report to the teacher librarian and apply for a replacement at once.

Under the new system, you will be able to check your son's/ward's attendance record via the eClass ParentApp and eClass Intranet (<http://intranet.kings.edu.hk>). The attendance record will also be sent by instant message to parent/guardian through eClass Parent App. You are encouraged to install eClass Parent App on your smart phone and turn on the notification function in order to receive the aforesaid information, and other instant messages and announcements sent by the school.

The eClass ParentApp user menu can be downloaded from the school website (<http://www.kings.edu.hk>). If you forget your account password, you can fill in and submit the "Application for Reset Password Form" to the School Office to reset the password. The form can be obtained from the School Office or downloaded from the school website.

Please sign the reply slip via eClass Parent Apps on smartphones or eClass Intranet on or before 5 December 2016. Should you have any enquiry, please contact Ms. WONG Yee-man (General Office) at 2547 0310.


TANG Kai-chak
Principal

30 November 2016
(PL/1617/21CE)

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Launching of New Students' Attendance Taking System and Receiving Instant Messages via eClass Parent App Reply Slip (Please sign the reply slip via eClass Parent Apps on smartphones or eClass Intranet on or before 5 December 2016)

I acknowledge receipt of the notice concerning the above.

Parent's Name: _____

Parent's Signature: Please sign the reply slip via eClass Parent Apps on smartphones or eClass Intranet

Student's Name: _____ Class: _____ Class No.: _____

Date: _____