



港九街坊婦女會孫方中書院  
H.K. & Kln. Kaifong Women's Association  
Sun Fong Chung College

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Website: <http://www.sunfc.edu.hk>

19-20 School Circular No.7

9<sup>th</sup> September, 2019

Dear Parents/ Guardians,

**Contingency Measures in Case of Emergency**

To prevent highly contagious diseases from spreading, parents are advised to pay attention to their children's health condition. If your child has a fever or feels unwell, he or she must stay home. If your child is sick or has a fever after arriving school, the College shall contact you immediately. However, in case you are not available, the College shall proceed with one of the following arrangements:

1. Send your child to a public hospital nearby (e.g. Alice Ho Miu Ling Nethersole Hospital in Tai Po or Prince of Wales Hospital in Shatin).
2. Send your child to a private hospital nearby (e.g. Union Hospital).
3. Send your child to a designated clinic or family doctor (please specify the name and the address of the doctor in the reply slip).

Concerning bad weather arrangements, there will be suspension of school issued by the Education Bureau (EDB) when the Tropical Cyclone warning signal No. 8 (or above) or the Red/Black Rainstorm warning signal is hoisted. To ensure the safety of your child, please indicate in the reply slip the action you would like the College to take in such situations.

Should there be any changes in your contact phone number, please inform the General Office at your earliest convenience. Please complete the attached reply slip and return it to the class teacher on September 10, 2019 (Tuesday).

Thank you for your kind attention.

Yours faithfully,

S. K. Ng

Principal



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19-20 第7號通告

敬啟者：

**緊急事故下學生離校安排**

為了有效地預防高傳染性疾病的傳播，懇請閣下注意子女的健康狀況。如貴子弟發燒或不適，應留在家中。惟倘貴子弟回校後有發燒或不適，本校將立即通知閣下。如未能成功聯絡，本校提供以下三種可行的處理方法供閣下選擇，包括：

1. 將貴子弟送往附近的公立醫院急症室（如：大埔那打素醫院或沙田威爾斯親王醫院）。
2. 將貴子弟送往附近的私立醫院（如：仁安醫院）。
3. 將貴子弟送往附近的私家診所或家庭醫生（請在下列回條註明醫生姓名及詳細地址）。

此外，在特殊情況下（如颱風襲港、紅/黑色暴雨警告等），教育局或會在上課期間宣佈學校停課。為確保同學安全，並讓同學有秩序地離校回家，懇請閣下在隨函之回條上選擇貴子弟在學校停課下離校之方法，以便本校作出安排。

如閣下曾提供的緊急聯絡方法有任何更改，請儘快與本校校務處聯絡。請填妥下列回條並於九月十日(星期二)交回班主任存查為荷。

此致  
各位家長

校長

吳少祺謹啟

二零一九年九月九日

9<sup>th</sup> September, 2019

回條  
**Reply Slip**

敬覆者：

Dear Principal,

貴校二零一九年九月九日第 7 號通告有關「緊急事故下學生離校安排」事宜，業已知悉。如敝子弟身體不適而又未能聯絡本人，請採用以下方法\*：

I have been clearly informed about the matters listed in School Circular No.7 “Contingency Measures In Case of Emergency”. If the College finds my child feeling unwell and I cannot be contacted, I advise the College to:\*

- 將敝子弟送往附近的公立醫院急症室(如：大埔那打素醫院或沙田威爾斯親王醫院)  
send my child to a public hospital nearby (e.g. Alice Ho Miu Ling Nerthersole Hospital in Tai Po or Prince of Wales Hospital in Shatin).
- 將敝子弟送往附近的私立醫院(如：仁安醫院)  
send my child to a private hospital nearby (e.g. Union Hospital).
- 將敝子弟送往附近的私家診所或家庭醫生(醫生姓名：\_\_\_\_\_ )  
詳細地址：\_\_\_\_\_ )  
send my child to the following clinic or family doctor.  
(Doctor’s name: \_\_\_\_\_ )  
Clinic’s address: \_\_\_\_\_ )

此外，倘教育局在上課期間宣佈學校停課，請讓敝子弟用以下方法離校\*：

In case of school suspension announced during school hours, please let my child leave the school by the following way:\*

- 自行離校。  
my child will leave school on his/ her own.
- 乘坐學校校車離校。  
my child will leave school by coach.
- 家人接走(家人姓名：\_\_\_\_\_ 聯絡電話：\_\_\_\_\_ )。  
my child will be picked up by my family member.
- 其他(請註明)：\_\_\_\_\_ )  
others (please specify)

\*請在適當的方格內加上 ✓ 號/ Please put a tick in the appropriate box.

此覆

港九街坊婦女會孫方中書院吳少祺校長

家長簽署  
Signature of Parent/ Guardian : \_\_\_\_\_  
家長姓名  
Name of Parent/ Guardian : \_\_\_\_\_  
學生姓名  
Name of Student : \_\_\_\_\_  
班別及班號  
Class and Class Number : \_\_\_\_\_ ( )

二零一九年九月 \_\_\_\_\_ 日