

明愛屯門馬登基金中學  
2022-2023 年度 家長通告

敬啟者：

**2022-2023 年度學務政策及活動（中六級）**

本校一向致力提高學生的學習成績和讓他們達到基礎的學習水平。茲有下列有關 2021/2022 年度教務政策及活動的通告，敬希垂注：

中六學生適用：

1. 2022-2023 年度沙爾德聖保祿女修會慈善基金獎學金（附件一）
2. 中六級星期六及長假期補課計劃（附件二）
3. 第二次集體訂購教科書事宜（附件三）
4. 拔萃育才獎學金（附件四）
5. 中三至中六級課後學習支援計劃（第一期）（附件五）

詳情請參閱附件，如有任何查詢，請致電 2461 0304 與朱婉儀副校長聯絡。

此致

貴家長

朱婉儀副校長負責主理

校長

謹啟

袁國明

二零二二年九月六日



家長通告第 2223\_018 號

〔 回 條 〕

敬覆者：

本人已知悉有關 2022-2023 年度學務政策及活動（中六級）通告內容。

此覆

明愛屯門馬登基金中學

中\_\_\_\_\_班\_\_\_\_\_號 學生：\_\_\_\_\_

家長簽署：\_\_\_\_\_

家長姓名：\_\_\_\_\_

日期：\_\_\_\_\_

Caritas Tuen Mun Marden Foundation Secondary School  
2022-2023 Parents Notice

6 September 2022

Dear Parents/Guardians,

**Academic Policies and Programmes 2022-2023 (For S. 6 Students)**

Our school constantly endeavours to improve students' academic performance and to consolidate their learning. We would like to notify you of the following academic policies and programmes for this year.

For S.6 students:

1. 2022-2023 Sisters of St. Paul de Chartres (Hong Kong) Charity Fund Scholarship (Appendix 1)
2. S.6 Saturday & Long Holiday Tutorial Programme (Appendix 2)
3. The Second Textbook Ordering (Appendix 3)
4. Academic Scholarships (Appendix 4)
5. S.3 – S.5 After-School Learning and Support Programme (1<sup>st</sup> Phase) (Appendix 5)

Should you have any inquiries about the above policies or programmes, please feel free to contact Ms. Chu Yuen Yee, the Vice Principal, at 2461 0304.

Yours faithfully,

\_\_\_\_\_  
Mr. Yuen Kwok Ming  
Principal



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Parents Notice No.: 2223\_018

**Reply slip**

Dear Sir,

I acknowledge the notice on “Academic Policies and Programmes 2022-2023 (For S.6 Students)”.

Name of Student : \_\_\_\_\_  
Class and Class no. : \_\_\_\_\_ ( )  
Signature of Parent / Guardian : \_\_\_\_\_  
Name of Parent / Guardian : \_\_\_\_\_  
Date : \_\_\_\_\_

明愛屯門馬登基金中學  
2022-2023 年度 家長通告

敬啟者：

**2022-2023 年度沙爾德聖保祿女修會慈善基金獎學金**

本校獲得善長慷慨捐款，特設「2022-2023 年度沙爾德聖保祿女修會慈善基金獎學金」，以鼓勵學生全能發展，認可學生不同範疇之成就。具體獎項請參閱附件。

如有任何查詢，請致電 24610304 聯絡郭嘉瑜助理校長。

項目	獎學金
1.	<b>屯馬學業卓越獎</b> 每級上下學期學業成績首三名。
2.	<b>屯馬學業優異獎</b> 每班上下學期學業成績首三名。
3.	<b>屯馬學科獎</b> 每級各科上下學期成績最佳學生。
4.	<b>屯馬躍進獎學金</b> 各級、各班及各科之最佳進步獎。
5.	<b>屯馬文藝獎</b> 學生於文藝範疇有傑出表現、貢獻及成就。
6.	<b>屯馬體育獎</b> 學生於該學年體育項目比賽表現出眾。
7.	<b>屯馬 STEM 獎學金</b> 學生於該學年 STEM 比賽獲得突出獎項及成就或對校內推動 STEM 活動貢獻良多。
8.	<b>屯馬模範學生</b> 學生充分全人發展，於多方面獲得成就，並願意為學校及社會作出承擔及貢獻。
9.	<b>屯馬服務獎</b> 熱心參與校內外服務，有卓越成就及擔任不同學生領袖崗位具優良表現。
10.	<b>屯馬模範新生</b> 學生於該學年入學，並充分全人發展，在多方面獲得成就，並願意為學校及社會作出承擔及貢獻。
11.	<b>屯馬摘星之子</b> 學生於公開試成績優異(於公開試取得 5 / 5* / 5** 的成績)。
12.	<b>TOEFL Junior 獎學金</b> 學生於 TOEFL Junior 考試成績優異。
13.	<b>品行獎</b> 學生在操行及出席率方面表現優秀。
14.	<b>方濟各傳人 — 關愛共融獎學金</b> 學生的全年品格行為傑出表現，及最積極參與方濟各傳人 — 關愛共融獎勵計劃活動。

Caritas Tuen Mun Marden Foundation Secondary School  
2022-2023 Parents Notice

Dear Parents/Guardians,

**2022-2023 Sisters of St. Paul de Chartres (Hong Kong) Charity Fund Scholarship**

We are pleased to inform you that our school has received generous donations for granting scholarships to our students. Scholarships are to be awarded to encourage and recognize the effort of our students in their all-round development. Details of the scholarships are attached.

For enquiries, please contact Ms. Kwok Ka Yu, the Assistant Principal, at 24610304.

<b>Item</b>	<b>Scholarship</b>
1.	<b>CTM Outstanding Excellence in Academic Award</b> For students who come First, Second and Third in a Form
2.	<b>CTM Outstanding Performance in Academic Award</b> For students who come First, Second and Third in a Class
3.	<b>CTM Excellence Performance in Subject Award</b> For students who come First in a subject
4.	<b>CTM Improvement Award</b> For students who have made the greatest improvement in a Form / Class / Each Subject (Except those which are assessed on a Grade Basis)
5.	<b>CTM Artistic Excellence Award</b> For students who have excelled in Arts
6.	<b>CTM Excellence in Sports Award</b> For students who have excelled in Sports
7.	<b>CTM Excellence in STEM Scholarship</b> For students who have excelled in STEM competitions / contributed a lot to STEM activities in school
8.	<b>CTM Student of the Year</b> For excellent students who have exhibited outstanding all-round development and have outstanding performance in community services
9.	<b>CTM Outstanding Service Award</b> For outstanding student leaders who have excelled in Community Services inside and outside school
10.	<b>CTM Freshman of the Year</b> For new students who have exhibited outstanding all-round development and have outstanding performance in Community Services
11.	<b>CTM Star of the Year</b> For S.6 students with outstanding performance (Level 5/5*/5**) in the HKDSE
12.	<b>TOEFL Junior Scholarship</b> For students with outstanding performance in TOEFL Junior Examination
13.	<b>CTM Conduct Scholarship</b> For students who have good conduct and perfect attendance
14.	<b>Franciscan (Social Inclusion) Scholarship</b> For students who have good conduct and have actively participated in social inclusion activities

明愛屯門馬登基金中學  
2022-2023 年度 家長通告

**中六級星期六及長假期補課計劃**

為使 貴子弟對將要進行的中學文憑考試有更完善的應試準備，提高公開考試成績，本校將於 9 月至 12 月期間，每逢星期六及長假期(聖誕節及農曆新年)安排 貴子弟進行補課，有關是次補課的日期、時間、地點及其他詳細資料，請參閱如下：

目標：為香港中學文憑考試有更完善的應試準備，提高公開考試成績。

時段(星期六補課)：17/9/2022 – 17/12/2022 (逢星期六)

時間：上午九時 至 中午十二時

參加對象：全級中六學生

次數：核心科目及選修科目各 2 次

形式：面授

日程表：

時間	日期 及 科目					
09:00   12:00	17/9	中文	22/10	生物、旅款、 企會財、視藝	26/11	數學
	24/9	英文	5/11	化學、物理、 中史、資通	3/12	通識
	8/10	數學	12/11	中文	10/12	生物、旅款、 企會財、視藝
	15/10	通識	19/11	英文	17/12	化學、物理、 中史、資通

是次補課活動為強制性質，所有中六級學生均須按時間表，穿著整齊校服回校準時上課，如能依時出席，表現良好，則按情況予以獎勵。相反，若無故缺席或遲到者，將會受到處分，並紀錄於成績表內。校方將合併計算學生星期六及長假期補課的出席率，根據表現給予獎懲，獎懲結算將分成兩階段發放，有關獎懲準則表如下，以供參考：

獎勵準則	
全期出席率達	優點 / 小功
70%	優點一個
90%	優點兩個
100%	小功一個 (*遲到紀錄：零次)

懲處準則	
全期無故缺席達	缺點 / 小過
50%	缺點一個
70%	缺點兩個
90%	小過一個

^ 長假期(聖誕節及農曆新年)補課通告將於長假期前派發。

# 須於星期六參加應用學習課程及代表學校參加比賽/活動者將獲得豁免。

## 如不能參加星期六補課計劃，須於 9 月 13 日前遞交家長信予班主任向校方申請，並由校方審批。

如學生於補課當天請假或遲到，請按學校的正常請假程序辦理：

- 病假：須於當日 9:00 a.m.前致電校務處
- 事假：寫家長信申請
- 經常遲到者：將交由訓輔組跟進

是項計劃必須透過家校合作，方能順利推展，最終令學生在公開考試中獲取佳績。如有任何查詢，請致電 2461 0304 與教務組張慧婷老師聯絡。

Caritas Tuen Mun Marden Foundation Secondary School  
2022-2023 Parents Notice

**S.6 Saturday & Long Holiday Tutorial Programme**

To prepare S.6 students for the coming Hong Kong Diploma of Secondary Education Examination (HKDSE) and to enhance their academic results, the school has arranged a series of tutorial lessons every Saturday and during the long holidays (Christmas and Chinese New Year) from September to December. Your child would be required to attend these lessons as per schedule given the programme details below:

Aim:	To prepare students and enhance their academic results in HKDSE
Date (Saturday Tutorial):	17/9/2022 – 17/12/2022 (Every Saturday)
Time:	9 a.m. – 12 noon
Participating Students:	All S.6 students
Number of lessons:	12
Format:	Face-to-face
Schedule:	

Time	Date & Subject					
09:00   12:00	17/9	Chinese Language	22/10	Biology, T.H.S., B.A.F.S., Visual Arts	26/11	Mathematics
	24/9	English Language	5/11	Chemistry, Physics, Chinese History, I.C.T.	3/12	Liberal Studies
	8/10	Mathematics	12/11	Chinese Language	10/12	Biology, T.H.S., B.A.F.S., Visual Arts
	15/10	Liberal Studies	19/11	English Language	17/12	Chemistry, Physics, Chinese History, I.C.T.

The tutorial lessons are compulsory for S.6 students. Please remind your child to follow the above schedule and wear proper school uniform. Merits will be awarded if s/he is able to attend the lessons on time and has a satisfactory performance. Punitive measures will be taken if s/he is late or absent without reason(s). Attendance rate of S.6 Saturday tutorial lessons and Long Holiday tutorial lessons will be combined for calculation. This record will be released in two stages and will also be marked on his/her report card. For your reference, the criteria for getting merits and demerits are as follows:

Merit Table	
Attendance rate reached or above	Merit(s) / Minor Merit(s)
70%	1 Merit
90%	2 Merits
100%	1 Minor Merit (*Number of lateness: 0)

Demerit Table	
Number of times absent without reasons	Demerit(s) / Minor demerit(s)
50%	1 Demerit
70%	2 Demerits
90%	1 Minor Demerit

- ^ Parents' Notice of Long Holiday tutorial lessons will be distributed before long holidays (Christmas & Chinese New Year respectively).
- # Exemption will be granted to students if he/she needs to attend Applied Learning (ApL) courses or represent school to participate in competition/activities.
- ## If any student is unable to take part in this programme, a parents' letter has to be submitted to class teachers on or before 13 September. The school will decide whether the application is approved. The school will view your child's absence without reason seriously. If s/he is late or absent, please follow the regular procedure of applying for leave.
- Sick Leave: Make a call to the General Office before 9 a.m. on that day.
  - Casual Leave: Submit a parents' letter to class teachers beforehand.
  - If any student(s) is/are frequently late, follow-up action will be taken by Discipline and Counselling Team.

To implement this programme successfully, home-school cooperation is the crucial key and through this, we can ultimately enhance students' academic results in the public examination. Should you have any enquiries about this programme, please feel free to contact Ms. Cheung Wai Ting (Academic Department), at 2461 0304.

明愛屯門馬登基金中學  
2022-2023 年度 家長通告

**第二次集體訂購教科書事宜**

為了協助學生購買本學年所需用的教科書，教務組委託漢榮書局有限公司到校進行第二次集體訂購教科書(第一次集體訂購已於暑假截止)，若同學有需要，可到校務處領取訂購表格，並於 7-9-2022 (星期三) 或以前交到校務處收集箱，第二次到校派書日期約於 9 月中旬，詳情容後通知。

如有任何問題，可致電 24610304 與教務組吳少文老師聯絡。

Caritas Tuen Mun Marden Foundation Secondary School  
2022-2023 Parents Notice

**The Second Textbook Ordering**

To help students purchase textbooks for this academic year, the Academic Department has invited *Hon Wing Book Company Limited* to organize another textbook ordering in the school (The first textbook ordering ended during the summer holidays). If students need to purchase textbooks, they can get the order form from the General Office and return the form in a collection box in the General Office on or before 7-9-2022 (Wednesday). The date for textbook collection will be in mid-September. The confirmed date will be announced.

If you have any questions, please contact Mr. Ng Siu Man (Academic Department) at 24610304.

明愛屯門馬登基金中學  
2022-2023 年度 家長通告

**拔萃育才獎學金**

本校獲得善長慷慨捐款，特設「2022-2023 年度拔萃育才獎學金」，獎勵在學習上刻苦力學，成績優異的學生。茲臚列具體獎項如下：

學業成績獎勵

- (1) 全年全級第一名 (中一至中六，獲書券 \$500)
- (2) 全年每科全級第一名 (獲書券 \$50)

級別	科目
中一至中三	14 科 本地課程組：中文、倫宗 非華語課程組：基礎中文、德育 共同科目：英文、數學、人文學科、科學、音樂、體育、基本商業、創新電腦、視覺藝術、中史
中四	20 科 本地課程組：中文、倫宗 非華語組：基礎中文、德育 共同科目：英文、數學、數學延伸部分 (單元一 及 單元二)、公民與社會發展、「企業、會計與財務概論」、視覺藝術、旅遊與款待、生物、化學、物理、「資訊及通訊科技」、中史、體育、韓語、日語、西班牙語
中五	19 科 本地課程組：中文、倫宗 非華語組：基礎中文 共同科目：英文、數學、數學延伸部分 (單元一 及 單元二)、通識、「企業、會計與財務概論」、視覺藝術、旅遊與款待、生物、化學、物理、「資訊及通訊科技」、中史、體育、烏爾都語、日語、西班牙語
中六	17 科 本地課程組：中文、倫宗 非華語組：基礎中文 共同科目：英文、數學、數學延伸部份 (單元二)、通識、「企業、會計與財務概論」、視覺藝術、旅遊與款待、生物、化學、物理、「資訊及通訊科技」、中史、體育、烏爾都語

如有查詢，歡迎致電 2461 0304 與教務組吳少文老師查詢。

Caritas Tuen Mun Marden Foundation Secondary School  
2022-2023 Parents Notice

**Academic Scholarships**

We are pleased to inform you that our school has received generous donations for granting scholarships to our students. Academic scholarships are to be awarded on the basis of academic merit. The purpose of granting scholarships is to reward and encourage students who have excelled in their studies. Details of the academic scholarships are as follows:

Academic Scholarships for S.1 to S.6 students

- (1) Each student who is the first in his/her class level in the yearly assessment will be awarded book coupons of HK\$500.
- (2) The top achiever of each subject in each class level in the yearly assessment will be awarded book coupons of HK\$50.

Form(s)	Subjects
S.1 - S.3	14 subjects <i>Subjects for Chinese Speaking Students only:</i> Chinese Language, Ethics/Religious Education <i>Subjects for Non-Chinese Speaking Students only:</i> Chinese Language (GCSE/GCE syllabus), Moral Education <i>Common subjects for all students:</i> English Language, Mathematics, Humanities, Integrated Science, Music, Physical Education, Business Fundamentals, Innovative Computing, Visual Arts, Chinese History
S.4	20 subjects <i>Subjects for Chinese Speaking Students only:</i> Chinese Language, Ethics/Religious Education <i>Subjects for Non-Chinese Speaking Students only:</i> Chinese Language (GCSE/GCE syllabus) , Moral Education <i>Common subjects for all students:</i> English Language, Mathematics, Mathematics Extended Part (M1 & M2), Citizenship and Social Development, “Business, Accounting and Financial Studies”, Visual Arts, Tourism and Hospitality Studies, Biology, Chemistry, Physics, Information and Communication Technology, Chinese History, Physical Education, Korean Language, Japanese Language, Spanish Language
S.5	19 subjects <i>Subjects for Chinese Speaking Students only:</i> Chinese Language, Ethics/Religious Education <i>Subjects for Non-Chinese Speaking Students only:</i> Chinese Language (GCSE/GCE syllabus) <i>Common subjects for all students:</i> English Language, Mathematics, Mathematics Extended Part (M1 & M2), Liberal Studies, “Business, Accounting and Financial Studies”, Visual Arts, Tourism and Hospitality Studies, Biology, Chemistry, Physics, Information and Communication Technology, Chinese History, Physical Education, Urdu Language, Japanese Language, Spanish Language
S.6	17 subjects <i>Subjects for Chinese Speaking Students only:</i> Chinese Language, Ethics/Religious Education <i>Subjects for Non-Chinese Speaking Students only:</i> Chinese Language (GCSE/GCE syllabus) <i>Common subjects for all students:</i> English Language, Mathematics, Mathematics Extended Part (M2), Liberal Studies, “Business, Accounting and Financial Studies”, Visual Arts, Tourism and Hospitality Studies, Biology, Chemistry, Physics, Information and Communication Technology, Chinese History, Physical Education, Urdu Language

For enquiries, please contact the teacher-in-charge Mr. Ng Siu Man (Academic Department) at 2461 0304.

明愛屯門馬登基金中學  
2022-2023 年度 家長通告

敬啟者：

**中三至中六級課後學習支援計劃（第一期）**

為提升學生學習表現，本校將安排一系列課後學習支援課程，詳情如下：

日期	第一期：12/09/2022 – 7/12/2022（逢星期一至五） 舉辦課程形式，需視乎教育局之最新宣佈					
課程 (時間)	年級	星期一	星期二	星期三	星期四	星期五
	中三	英文 半日(14:50-16:05) 全日(16:00-17:45)	數學 半日(14:50-15:40) 全日(16:00-17:10)	---	---	---
	中四	---	---	數學 半日(16:15-17:05) 全日(16:00-17:10)	---	英文 半日(16:15-17:30) 全日(16:00-17:45)
	中五	---	數學 半日(16:15-17:05) 全日(16:00-17:10)	英文 半日(16:15-17:30) 全日(16:00-17:45)	---	---
	中六	數學 半日(16:15-17:05) 全日(16:00-17:10)			數學 M2 半日(16:15-17:05) 全日(16:00-17:10)	---
備註	29/11/2022-7/12/2022 為考試週，課後學習支援上課時間改為 14:00 -16:00。					

本計劃現正接受報名，學生可自由選擇以上的課程（指定者除外）。本校強烈建議你們先跟 貴子女商量，因應他們的學術水平、能力及興趣，從而作出合適的選擇。請留意，學生一旦報名參加，必須出席所有課堂，如遇缺席或早退，須按學校規定提交家長信，如學生無故缺席，將受處分。

請填妥回條，於 9 月 7 日前交回班主任。如有查詢，可致電 2461 0304 聯絡吳少文老師或譚梓濤老師。

此致  
貴家長

教務組吳少文老師負責主理

校長 袁國明 謹啟

二零二二年九月六日



家長通告第 2223\_018 號\_附件五

〔回條〕

敬覆者：

本人已知悉有關中三至中六級課後學習支援計劃（第一期）的詳情，小兒／小女將

- \*  不參與此計劃。  
 參與此計劃，並選擇以下課程及出席時段(舉辦課程形式，需視乎教育局之最新宣佈)：

- \*  數學  數學 M2

(\* 請於適當位置加上“√”號。)

此覆  
明愛屯門馬登基金中學

中\_\_\_\_\_班\_\_\_\_\_號 學生：\_\_\_\_\_

家長簽署：\_\_\_\_\_

家長姓名：\_\_\_\_\_

緊急聯絡電話：\_\_\_\_\_

日期：\_\_\_\_\_

Caritas Tuen Mun Marden Foundation Secondary School  
2022-2023 Parents Notice

6 September 2022

Dear Parents/Guardians,

**S.3 – S.6 After-School Learning and Support Programme (1<sup>st</sup> Phase)**

In order to help our students achieve better results in examinations, our school has arranged a series of after-school tutorials. The details are as follows:

Date	1 <sup>st</sup> Phase : 12/09/2022 – 7/12/2022 ( Mon – Fri ) (The format of the lessons is subject to the latest announcement of the Education Bureau)					
Schedule (Time)	Form	Mon	Tue	Wed	Thu	Fri
	S.3	English Language Half day (14:50-16:05) Full day (16:00-17:45)	Mathematics Half day (14:50-15:40) Full day (16:00-17:10)	---	---	---
	S.4	---	---	Mathematics Half day (16:15-17:05) Full day (16:00-17:10)	---	English Language Half day (16:15-17:30) Full day (16:00-17:45)
	S.5	---	Mathematics Half day (16:15-17:05) Full day (16:00-17:10)	English Language Half day (16:15-17:30) Full day (16:00-17:45)	---	---
S.6	Mathematics Half day (16:15-17:05) Full day (16:00-17:10)	---	---	Mathematics M2 Half day (16:15-17:05) Full day (16:00-17:10)	---	---
Remarks	The 1 <sup>st</sup> Term Exam will be held from 29/11/2022-7/12/2022. The time will be changed to 14:00 – 16:00.					

The above tutorials are now open for registration. Students can choose the tutorials freely (except those who have been nominated by the teachers). We strongly recommend that parents discuss this arrangement with your child and complete the following reply slip according to his/her academic standard, abilities and interests. Please note that students who would like to participate in these tutorials should attend all sessions on time. If any student is absent or wants to apply for leave, please submit the parent's letter one day in advance. The school will take suitable punitive measures if a student is absent without adequate / satisfactory reason(s).

Kindly return the reply slip to the class teacher(s) by 7/9. If you have any queries, feel free to contact the teachers-in-charge, Mr. Ng Siu Man or Mr. Tam Tsz Tao (Academic Department) on 2461 0304.

Yours faithfully,

\_\_\_\_\_  
Mr. Yuen Kwok Ming  
Principal



Parents Notice No.: 2223\_018\_Appendix 5

**Reply slip**

Dear Sir,

I acknowledge the notice on “S.3 – S.6 After-school Learning and Support Programme (1<sup>st</sup> Phase)”, and my son/daughter

- \*  would not participate in these after-school tutorials.  
 would participate in the following after-school tutorial(s).  
(The format of the lessons is subject to the latest announcement of the Education Bureau)  
\*  Mathematics  M2  
(\* Please put a tick “✓” in the appropriate box.)

Name of Student : \_\_\_\_\_  
Class and Class no. : \_\_\_\_\_ ( )  
Signature of Parent / Guardian : \_\_\_\_\_  
Name of Parent / Guardian : \_\_\_\_\_  
Emergency Contact No. : \_\_\_\_\_  
Date : \_\_\_\_\_