



ST. CLARE'S GIRLS' SCHOOL

50 MOUNT DAVIS ROAD,
HONG KONG

Web Page : www.stclare.edu.hk
E-mail : info@stclare.edu.hk

Tel : 2817 1764
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9th September, 2016

Dear Parents,

Club Activities 2016 - 2017

Extra-curricular activities are an indispensable part of the school curriculum. The School offers a wide variety of extra-curricular activities which promote students' personal development by broadening their interests, developing their potential and providing opportunities for character formation and leadership training. This year, we offer a total of **52 clubs** which are categorized into 6 types, namely, **Co-curricular, Art and Cultural, Interest, Religious, Social Service and Sports**. Please read the following guidelines for the selection of clubs.

1. Each student is encouraged to participate in **at least one club** to develop talents and to grow through group activities and communal sharing of experience. Students are not advised to participate in more than three clubs of their own choice.
2. S.1 students should select **no more than 3 clubs**, and **only 1 from each of the 6 different areas**. If they are nominated to be members of school teams or choir, the total number of clubs and teams should not exceed 4. However, students are strongly advised to strike a sensible balance between ECA and academic studies.
3. Students from S.2 to S.5 may select no more than 3 clubs from areas listed. Similarly, the total number of clubs and teams should not exceed 4, including school teams or choir.
4. S.6 students will be exempted from participating in clubs due to the preparation for public exams. However, it is still recommended that they find time to widen their learning experience so as to prepare for further studies and future career.
5. Students are required to attend all club meetings throughout the year and not to withdraw from the club in the middle of the year unless due to medical or other valid reasons. If fees are to be paid for special courses throughout the year, they will have to be paid as arranged. It is therefore advisable that students consider seriously their choices of clubs and time available for the activities.
6. At the end of the year, an ECA and Student Achievement Report that assesses students' performances based on their attendance, attitude and contribution to the club or society, etc. will be given to students with their academic report cards.
7. Clubs will hold at least 6 meetings (including the first meeting for Election of Ex-Co members) throughout the year. For school music and sports teams, their T-I-Cs, teacher advisors or instructors will notify students of special arrangements.
8. Students should apply for ECA clubs by completing the club selection form on 15 September 2016 (Thursday). Students are requested to read the club list carefully especially when audition and course fee are required. Please make sure that there are no clashes between selected clubs.
9. Students will collect from their Class Teachers a Parent Consent Form which indicates the final results of their club selection on 22 September 2016 (Thursday) and parents should sign to signify their approval. The first meeting will be starting from 23 September 2016 (Friday)
10. In order to allow students to have better understanding of clubs and society, there will be morning broadcast on 12/9 and 14/9 as club promotion.

The club list is uploaded on the school webpage (www.stclare.edu.hk/circulars.php). A small amount of copies are obtainable at the General Office.

Thank you for your attention.

Yours sincerely,

Ms. Lucia Lau
Principal

-----Reply-Slip-----

To St. Clare's Girls' School,

Notice No.:1617005

Club Activities 2016 - 2017

We have read the above letter and are aware of the arrangement of the club activities in the new academic year 2016-17.

Student Name

Parent's Signature

Class & Class Number

Date



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敬啟者：

有關 2016-2017 年度課外活動事宜

由於社會普遍提倡多元智能發展，故本校鼓勵學生積極參與課外活動，培養多方面興趣及發揮個人潛能。本校今年度共開設五十二項課外活動，分為聯課、文化藝術、興趣、宗教、社會服務及體育六個類別。

中一學生可從六大課外活動類別中選報合共不多於三項活動，最少須參加一項，並以每個組別揀選不多於一項為原則；如學生獲甄選加入指定之的課外活動，如音樂、體育校隊等，所有課外活動及校隊合共不可多於四項。中二至中五學生可隨個人意願自由選報合共不多於三項活動，最少須參加一項。如學生經甄選加入指定之課外活動，如音樂、體育校隊等，所有課外活動及校隊合共亦不可多於四項。中六學生可自由決定是否參加學會。

各課外活動為期一個學年，學生一經取錄，除非獲醫生證明不適合參加該項活動，否則不可中途退出。所有繳費活動，若獲校方批准退出，學生仍需繳付當月尚餘未繳之學費或訓練費。

學生所參加之課外活動及表現，均會記錄在年終派發之「課外活動及學生成就報告」內。各主要課外活動小組聚會將於 23/9/2016 (星期五) 起展開。每一學會每學年最少舉行六次聚會。音樂及體育校隊另有特別安排，詳情請參照學會顧問老師或有關導師之安排。

學生須於 15/9/2016 (星期四)早上填寫課外活動學會報名表。學生報名前請先行細閱「**課外活動類別一覽表**」，並特別留意選報之學會是否需要透過甄選才獲取錄及是否需支付課程費用，且要特別留意該學會之活動日期，以避免活動日期出現衝突。有關選報課外活動之最後結果，將於 22/9/2016 (星期四) 以「家長通知書」通知家長。學生必須得到家長之同意及簽署作實方能參與有關課外活動。

學校將於 12/9/2016 及 14/9/2016 兩天早上透過廣播推廣活動，讓同學們對各學會有更深之了解。

校方已將「**課外活動類別一覽表**」上載學校網頁通告欄，以供家長及學生瀏覽。家長及學生如有需要，請到校務處索取有關文件。

此致
貴家長

校長劉鳳兒謹啟

二零一六年九月九日