



Saviour Lutheran School

Notes to Parents (2026-2027)

(Circular No.: E114/2025-2026)

A: Summer holiday of this year (2025-26) will commence on 17th July, 2026 (Friday) and end on 31st August, 2026 (Monday). Construction and renovation works will be conducted on school site during summer holiday, kindly take caution when entering into the school area.

B: The new school term (2026-2027) will commence on 1st September, 2026 (Tuesday). Please note the following arrangements:

1. **First Day of School: 1st September, 2026 (Tuesday), 8:55 to 11:00 a.m., no class in the afternoon. Normal class commences on 2nd September, 2026 (Wednesday).**

Class time (starting from 2nd September):

8:55 a.m. – 3:30 p.m.

Lunch and recess time:

11:55 a.m. – 12:55 p.m.

1. School will be open at 8:20 a.m. Please do not arrive at school before 8:20 a.m.
2. School gates at Berwick Street and Tai Po Road will be closed from 9:00 a.m. onwards and will reopen at 3:20 p.m.
3. Students who arrive after 8:55 a.m. will be considered late.
4. The school will not process early-leave procedures after 3:15 p.m. to avoid clashes with normal school dismissal. From 3:20 p.m. onwards, parents may enter the school for school dismissal.
5. School gates at Berwick Street will be closed during the Flag Raising Ceremony, and will be re-opened afterwards.

2. School starts at 8:55 a.m. every school day. Please ensure that your child is punctual and arrives at school between 8:30 a.m. and 8:55 a.m. Students who arrive after 8:55 a.m. will be considered late. For any difficulties in meeting the above arrangement, parents may submit a written application to the school Principal for postponement of school arrival time to no later than 9:30 a.m.

3. Parents of current students may visit school on 25th August (Tuesday) from 9:15 a.m. to 11:45 a.m. for a meeting with class teachers. Parents may also purchase school P.E. uniform at the same period.

4. The school telephone system has **only one external incoming line. Parents may contact the school by calling the general office at 2729 3929.** There are four other **outgoing** lines prefixed with '2729', they are: **2729 3923, 2729 3933, 2729 3904 and 2729 3928.** Thank you for your attention.

C. Student Affairs

5. Student must wear proper school uniform to school every day.

- i. Summer uniform: Please purchase from May Moon Co., 161 Kiu Kiang Street, Sham Shui Po, Kowloon.
- ii. Sports uniform: On days with P.E. lessons, students must wear sports uniform and white sports shoes to school. (Parents may purchase sports uniform from school. Students are advised to own two sets of sports shirts for changing.)

6. Students should not bring excessive pocket money or valuables (**including accessories**) to school. Kindly label students' personal belongings with their name and class for clear identification.

7. Students' personal belongings:

- i. Students **may only bring their mobile phones to school after receiving permission from parents and the school.** Students must keep their phones switched off on campus. Students may only turn on their phones when school ends. Students should safeguard their own valuables and be responsible for any loss of personal belongings.

(P.T.O)

ii. Students must not bring toys, magazines, comic books, recording device, smart watches, or dangerous items (e.g., lighters, sharp weapons, etc.) to school. Class teachers will confiscate the above items if brought to school and will notify parents.

8. Cleanliness and Tidiness: Please refer to school website for school uniform and dress code.

- i. Observe good personal hygiene and cut your nails frequently.
- ii. No jewellery, e.g. earrings, necklaces, bracelets, etc.
- iii. No make-up, e.g. eyebrows, powder, lipstick, etc. for both boys and girls.

Boys	Girls
- Hair style should be plain and simple. - Boys should have regular haircuts and shave as needed, no long hair. - Fringe in front of the forehead should not go beyond the eyebrows, sideburns should not go beyond half an ear, and hair at the back should not reach the collar. - No hair colouring or hair perm. - No styling products.	- Plain and simple hair style, no special features. - Fringe in front of the forehead must not go over the eyebrows. - Shoulder-length hair should be tied back (hairties should be plain black or dark blue). - No hair colouring or hair perm. - No styling products.

9. Kindly prepare student photos in uniform: **current students should hand in 6 photos before 4th July, new students should hand in 11 photos to class teachers on the first day of school.**

10. For students' health and hygiene, kindly prepare personal stationery, water bottle (no glass containers) and 2 spare masks for students. Please label all personal items with student name.

11. P. E. lessons and extra-curricular activities: For the safety of students, kindly fill in the Student Health Status Declaration Form in detail, to allow the school to make appropriate arrangements. If your child has cervical spine issues or other conditions that preclude vigorous physical activity, or if medical examinations have identified any health concerns, please contact the school immediately to ensure the safety of students during school activities.

12. **Parents must ensure the accuracy of the information stated on the reply slip, so that student information can be renewed aptly by the school for the 2026-2027 school year.**

13. The school strives to maintain a safe and healthy learning environment for students. Their physical and mental wellbeing are of the utmost concern to the school. **For details, please read the Medical and Health Information Notice in Appendix 1.**

14. Lunch service will be offered as usual this term. The school's lunch service supplier for the year 2026-2029, Fit for Life Luncheon and Catering Services, emphasizes on principles such as nutrition diversity, reasonable meat to vegetable ratio, and healthy eating. The supplier will work closely with the school to ensure students' healthy eating.

The school values home-school communication and welcomes any enquiries or feedback from parents. You are welcome to contact school teaching staff at 2729 3929. Kindly read the above arrangements carefully and return the reply slip to class teachers.



Yours faithfully,


Rev. Yeong Ling Wui
Principal
18th June, 2026

Saviour Lutheran School

Medical and Health Information Notice

The school has always been committed to building a safe and healthy learning environment. As the commencement of the **2026-2027 school year** approaches, the following medical and health notices for students are listed for your attention:

1. To ensure the safety and health of your child during school hours and to enable the school to provide the most appropriate care and support in a medical emergency, the school annually updates the Student Health and Medical History Record. Parents are requested to fill in the attached **"Student Health Status Declaration Form" (Appendix 2) truthfully and in detail.**
2. Students are required to clean their hands with alcohol-based hand rub upon arrival at school every day. The school will provide basic nursing care for students in need and use the following topical medications/supplies as required: Hirudoid, antihistamine ointment (insect bite cream), normal saline, spray plaster, petroleum jelly (Vaseline), insect repellent, and Ricqls Peppermint Cure. If a student has any allergy or usage restriction regarding the aforementioned items, please specify this on the "Student Health Status Declaration Form".
3. In the event of an emergency or accident during school hours, the school will closely observe and monitor the student's condition and provide basic nursing care or first aid to the injured student. Student safety shall remain the school's top priority, regardless of whether parents can be contacted in time. The school will, depending on the nature and severity of the emergency, immediately arrange for the student to be sent to the Accident and Emergency Department (A&E) of a public hospital and will provide the student's health record information to medical and healthcare personnel. All relevant expenses shall be borne by parents.
4. Infectious Disease Reporting Mechanism: To safeguard campus public health, if an infectious disease outbreak or mass infection case is suspected on campus, the school is required to report your child's condition to the Centre for Health Protection (CHP) and provide parents' contact information, so that CHP staff may contact you for further investigation and follow-up.

2026-2027 Student Health Status Declaration Form (For School Nurse)

(Confidential Document – The information provided is for matters related to the health of students in this school only)

Student Name: _____

Class: _____

1. If the student has ever suffered from the following diseases, please mark the appropriate box with a check (✓) and list the details. If not applicable, mark with an X.

Disease Name	Age at the time of illness, doctor's recommended treatment (if applicable)	Disease Name	Age at the time of illness, doctor's recommended treatment (if applicable)
☐ Glucose-6-Phosphate Dehydrogenase Deficiency (G6PD)		☐ Anemia	
☐ Asthma		☐ Other blood diseases	
☐ Epilepsy		☐ Tuberculosis	
☐ Convulsions caused by high fever		☐ Have undergone minor/major surgery	
☐ Kidney disease		☐ Cervical spine problems/Spinal problems	
☐ Heart disease		☐ Drug sensitivity/Vaccine sensitivity/Food sensitivity	
☐ Diabetes		☐ Other sensitivities (please specify: _____)	
☐ Hearing impairment		☐ Mental problems (e.g., schizophrenia, depression, anxiety disorder, obsessive-compulsive disorder, autism, hyperactivity, etc.)	
☐ Hemophilia		☐ Others	

2. P.E. lessons or participation in any other types of school activities

☐ The student is **suitable** to attend P.E. lessons or participate in various school activities.

☐ The student is **not suitable** to attend P.E. lessons or have health restrictions (and is therefore unable to take part in certain types of school activities).

Please specify the reasons for the restriction or the type of activity restricted, and submit a medical certificate:

3. Medication situation

☐ Name of the medication the student is currently taking orally on a long-term basis: _____

☐ Name of the injection the student is currently receiving on a long-term basis: _____

☐ Name of the topical medication (eye drops/ointments/inhaled medications) the student is currently using on a long-term basis: _____

(Signature of parent or guardian)

(Name of parent or guardian)

(Date)

Statement on Collection of Personal Data

Purpose of Collection: The school will only use the personal data of your child for handling matters related to the student's healthcare and safety. Although the provision of personal data is entirely voluntary, if the information you provide is insufficient, the school may not be able to obtain your child's medical history. In the event of an accident, we may not be able to provide appropriate assistance to your child.

Access to Personal Data: In accordance with the *Personal Data (Privacy) Ordinance*, you have the right to request access to and amendment of the data you have provided. If necessary, please contact the school.

Reply Slip (For Class Teachers)

To: Saviour Lutheran School

My child, _____ (student name) will be studying at class _____ of Saviour Lutheran School in year 2026-2027. I have read and understood the particulars stated in “Notes to Parents (2026-2027)” (Circular No. E114/2025-2026) and will abide by them accordingly. I will ensure that my child observes all school rules and regulations, and will coordinate with the school conscientiously.

1. Lunch Arrangement

My child will ☐ order lunch at school.
☐ bring their own lunch.

* Kindly prepare eating utensils, a water bottle, a plastic table mat, and a towel to keep clean.

2. P.E. Lessons

I ☐ consent ☐ do not consent my child to participate in school P.E. lessons.

* If consent is not given to students for the participation of P.E. lessons, please attach relevant medical certificate as proof together with the reply slip and return to the school.

* For any enquiries, please contact class teachers or school social workers.

3. Travel Means to School

☐ School bus ☐ *Travel alone ☐ Parent pick-up/drop-off

***If students currently travel by school bus or with parents in year 2025-2026, and wish to arrive and leave school by themselves in year 2026-2027, parents should submit an application to the school, and students are only allowed to travel alone upon school's approval.**

4. Application for Bringing Mobile Phone to School (2026-2027)

My child:

- ☐ will bring their mobile phones to school (application form to be acquired from the discipline team by class teachers)
☐ will not bring their mobile phones to school.

5. Health and Medical Information

1. I have read and understood the information stated in the **Medical and Health Information Notice** in Appendix 1.
2. I confirm that information provided in the **Student Health Status Declaration in Appendix 2** is true and correct.
3. I shall inform the school nurse as soon as possible of any changes in my child's health information.

Parent's signature: _____

Parent's name (in block letters): _____

Date: _____, 2026