



中華人民共和國香港特別行政區政府總部教育局

Education Bureau

Government Secretariat, The Government of the Hong Kong Special Administrative Region
The People's Republic of China

本局檔號 Our Ref: EDB(SDCT)3/PRO/10/1/1

電話 Telephone:

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31 January 2020

To: Supervisors / Principals of All Schools

Dear Supervisor / Principal,

Arrangements on Deferral of Class Resumption for All Schools

In view of the latest development of the epidemic, the Education Bureau (EDB) announced all schools (including kindergartens, primary schools, secondary schools, special schools and private schools offering non-formal curriculum) would resume their classes as early as March 2, yet subject to further assessment. The EDB will continue to follow professional health advice, and take into consideration the readiness of schools as well as the supply of epidemic preventive equipment in the community, etc. in making further assessment. We will decide the date of class resumption when there are sufficient grounds to resume class and inform schools as soon as possible so that schools can well prepare for the arrangements.

Students travelling abroad should return to Hong Kong as early as possible

We strongly urged the students to avoid going to affected areas in order to reduce the risk of being infected. Parents should arrange the students who are now travelling overseas to return to Hong Kong. In addition, students should stay at home as far as possible, avoid going to crowded places and pay close attention to the health conditions. They should consult a doctor at once if feeling unwell and inform the health care provider of their travel record. During the deferral period of class resumption, parents should refrain their children from attending group / extra-curricular activities (such as interest classes and tutorial classes) and must not allow their children

to travel abroad. According to the professional advice from the Centre for Health Protection (CHP), the incubation period for novel coronavirus infection can last for 14 days. Hence, students should stay at home as far as possible during the deferral period of class resumption to reduce the risk of infection. In order to facilitate schools to prepare appropriate arrangements, all schools (except private schools offering non-formal curriculum) are requested to contact their students (excluding cross-boundary students) to understand whether they are in Hong Kong on or before 3 February 2020. Please fill in the enclosed form (Appendix) and return by email or fax to the Regional Education Office or Joint Office for Kindergartens and Child Care Centres on or before 6 February 2020. Besides, schools should also have the travel information of teachers and school staff (including whether they have been to the Mainland and the duration of travel) during the Chinese New Year holidays in order to adjust the work arrangement during the deferral of class resumption period (e.g., work at home).

Schools should remain open during the extended holidays

During the deferral period of class resumption, schools should strengthen the cleaning of their premises, put in place all the preventive measures and remain open. They should arrange sufficient staff to be on duty to look after students who have to go back to school, handle school affairs and parents' enquiries.

Learning arrangements

Deferral of class resumption is by no means to stop learning. Schools should make good use of e-learning to arrange appropriate learning activities for students, such as providing learning materials, homework, extensive reading through emails, school homepages, e-learning platforms or other effective means. Schools can also make use of online resources provided by various subject sections of EDB, multimedia and reading materials from Hong Kong Education City and online assessment platform (STAR platform) to facilitate students' self-learning at home. With the guidance from teachers and parents, students can build up their self-learning abilities and get well prepared for class resumption.

All scheduled internal examinations and assessments within the deferral period of class resumption should be cancelled or postponed to avoid crowds. Regarding the primary school internal examination for the purpose of Secondary School Places Allocation, we are closely monitoring the impacts of the novel coronavirus epidemic on the process of allocation of secondary one school places, and we will discuss with various stakeholders for the contingency arrangements.

We will closely follow up and evaluate the situation, maintain close liaison with the Hong Kong Examinations and Assessment Authority (HKEAA) on the support required by schools and candidates, and keep in close contact with the education sector. The HKEAA will formulate the contingency plans on the examination arrangements. For any changes concerning the examination arrangements, the HKEAA will announce as soon as practicable.

Activities arrangements

During the deferral period of class resumption, schools should cancel all the activities inside / outside schools to avoid crowds and reduce the risk of infection. We will cancel or postpone the professional development trainings for teachers and activities for students which scheduled in February, including seminars, workshops and exhibitions. The EDB has also suspended the operation of the Education Services Centre and the Young Achievers' Gallery at Kowloon Tong. Since the epidemic outbreak is still developing, we have suspended or postponed students' exchange programmes on the Mainland organized by EDB. Schools should also make similar arrangements for the self-arranged exchange activities on the Mainland. Besides, as there are various outbreaks occurred globally in different countries / areas recently, there will be risks associated with overseas visits. Schools should adopt the same principle to make similar arrangements. However, if schools have to continue such activities, schools should carefully assess the risk associated, and be considerate if parents want to withdraw from the activities. For updated information on the countries / areas with reported cases of novel coronavirus infection, please visit the relevant webpages on CHP's website (<https://www.chp.gov.hk/en/features/102465.html>).

The EDB will continue to maintain close liaison with relevant government departments including the CHP, and to inform schools of the latest information and relevant measures on infectious diseases. For enquiries, please contact your respective Senior School Development Officers / Senior Services Officers.

Yours sincerely,



(Ms Cynthia CHAN)
for Secretary for Education

To: _____ District School Development Section /
Joint Office for Kindergartens and Child Care Centres

Date :

School :

Name of the Principal :

School Phone No. :

**Total number and information of students outside HK
on 3 February 2020**

| Status of students* | Number of students |
|---|--------------------|
| Total number of students of the whole school | |
| Number of cross-boundary students (A) | |
| Number of students currently in the Mainland (excluding cross-boundary students) (B) | |
| Number of students staying overseas (C) | |
| Number of students outside Hong Kong (excluding cross-boundary students) (B+C) | |
| Number of students cannot be contacted (D) | |

* Please use the total number of students of the school and the place where students stay on 3 February 2020 to fill in the form