



天主教鳴遠中學
CATHOLIC MING YUEN SECONDARY SCHOOL

15th October 2015

Dear Parents and Students,

Re: Submission of the 20th PTA Membership fee / The reading resources of the Resources Room / Re-purchase of the Students' Accident Insurance / The Circular of the 2nd PTA Committee Meeting

Thanks for your long-term support to the development of the PTA affairs. PTA has been helping school launch a variety of activities. Last year, we sponsored the academic award scheme, tutor fees for the extra-curricular activities and the life-wide learning activities. This year, we will reinforce the development of school by holding parenting educational activities and volunteering activities. For details of the coming programme plan and the budget of PTA expenses, please refer to the following page. Meanwhile, the following affairs will be explained as follows:

- 1) PTA membership fee of \$80 will be collected for the academic year of 2015-2016. Even if you have two or more children studying in our school, only \$80 is collected. The fees collected will be spent on developing our students in different aspects.
- 2) We have purchased the insurance service in terms of personal injuries and accidents from Union Faith Insurance Agency Limited. The annual insurance fee is \$28.5 per student. The one-off payment will be allocated from the collected membership fee to pay for the insurance. (The scope of the insurance coverage is in Appendix 1).
- 3) The 2nd meeting of 20th Committee will be held next week. All parents are welcome to sit in on the meeting. The details of the meeting is as follows:

Date: 19th October 2015 (Monday)

Time: 7:00pm

Venue: School hall

Please ask your child to return the reply slip to class teacher. The membership fee will be given to class teacher on 26th October (Monday). The receipt will be issued as soon as possible.

Yours faithfully,

Yuan Qi

Chairman of the 20th PTA



Leung Fung Yee

Principal

P.S. The programme plan and the budget of PTA expenses are enclosed in the following page.

20th PTA of Catholic Ming Yuen Secondary School

A) Programme Plan

Items	Months	Activities
1	April 2015 to March 2016	Voluntary services in school (School functions, visits, anniversary, Sports Days, prevention of infectious diseases, handicraft making)
2	April to June 2015	Setting up the following functional groups for monitoring the following items: 1) Uniforms 2) School assignment books 3) Textbooks 4) Canteen 5) Lunchbox supplier
3	The original date of 16 th May 2015 is changed to 21 st March 2015	Parenting Educational Workshop Theme: Spiritual health Speaker: the registered social worker from Joyful Jockey Club Mental Health School Project
4	July 2015	Helping with the Registration Date of S.1 students
5	August 2015	S.1 Orientation Night
6	September to October 2015	Election of Parent Manager and Alternate Manager
7	September to October 2015	Involvement in all the parents' nights
8	November 2015	Annual activity and members' meeting Type: Outdoor activity (Picnic) Contents: evaluation, work and financial report
9	January to March 2016	Gathering activities (New Year gathering and handicraft course)
10	March 2016	Parents' Day and the election of 21 st PTA Committee Members

B) Budget and the PTA Expenses

Items	Contents	Required Amount
1	Annual activities and subsidies for the Parenting Educational Workshop(s)	\$3000
2	Purchase of insurance covering the Group Student Personal Accident (Whole school)	\$8000
3	Fees in the Resources Room (Publications/ Educational CDs)	\$500
4	Maintenance of air-conditioners in classrooms and replacement reserves	\$10000
5	Sponsoring the outstanding award scheme in terms of academic performance and conduct	\$10000
6	Sponsoring extra-curricular activities	\$10000
7	Sponsoring the Orientation Night	\$3000
8	Sponsoring the purchase of DSE reference books	\$1000
9	Miscellaneous	\$500
		\$46000

EduCare School Protection (For Government or aided schools)

Introduction

Group Student personal Accident is proposed to cover accidents leading to death or injuries. Expenses for bone-setting and acupuncture treatment expenses are also included even if no consultation by registered medical practitioners.

The Cover	The Insured Amount (In respect of any one accident)
Death	\$120,000
Permanent Total Disablement (loss of hands and legs, loss of hearing, loss of sight in both eyes)	\$100,000
Medical Expenses Incurred (A maximum of \$1000 for bone-setting or acupuncture treatment expenses)	\$5,000

The coverage includes the following six situations which happen in HK.

- 1) School-time and inside the School Campus;
- 2) Participating in all schooling and / or educational activities (including training and extra-curricular activities) or activities organised or arranged by school;
- 3) Travelling by vehicles operated or arranged by the school provided that the vehicles are being operated by or on behalf of the school;
- 4) Food or drinks poisoning caused by consuming food or drinks provided by school.
- 5) The effect of gas inhalation when attending school or activities.
- 6) The course of travelling to the school campus for the purpose of attending classes or participating in schooling on / or educational activities organised by school.

Remarks:

1) Self-payment amount:

- No medical bill is needed for consultation in Government hospitals or clinics
- Treatment in other hospitals or clinics: \$150 for each accident

2) All students should join this insurance scheme.

-- All the above information is for reference only. All the terms, details and claims should be based on the original insurance form.

-- Company responsible for the Scheme:

China Merchants Insurance Company Limited

-- For enquiries, please call 28023138

Reply Slip

(Please return the reply slip and the fees to Mr Ling in the office through the help of class teacher.)

Dear Chairman and Principal,

Item 1: Subscription of PTA membership fee

I understand all the information related to the circular of submission of PTA membership fee.

I agree with the PTA Programme Plan and the Budget of PTA Expenses" and would pay the PTA membership fee (\$80) on 26th October 2015. (If a cheque is used, make it payable to "Catholic Ming Yuen Secondary School")

Regarding the PTA Programme Plan and the Budget of PTA Expenses , here is/ are my opinion/s: _____

I would like to talk to the class teacher about the submission of fees

Others

Item 2: Purchase of Group Students Personal Accident (Insurance Scheme)

I understand the information related to the issue of insurance covering Group Student Personal Accident.

My opinion about the issue is: _____

Item 3: The 2nd PTA Committee Meeting

I understand the information related to the issue and I will be sitting in on the meeting.

I cannot attend the meeting and my opinion about the work of PTA and school is : _____

Name of Student: _____

Class: _____

Student No.: _____

Name of Parent: _____

Signature: _____

Date: ____ / ____ / ____

* Please give a tick in the appropriate box