Section 6 Other School Support

6.01 Grants & Scholarships

6.01.1 School-based After-school Learning and Support Programmes

The school has applied for a cash grant called the ‘School-based After-school Learning and Support Programmes’ from the Education Bureau for disadvantaged students. The grant provides students in need financial assistance and opportunities to improve their learning effectiveness, broaden their learning experiences outside the classroom as well as raising their understanding of the community and sense of belonging to the city.

The target students are those whose parents receive Comprehensive Social Security Assistance (CSSA) or receive a full grant under the Student Financial Assistance Scheme (SFAS). They will receive subsidies for some school-based activities, such as training camps. The college would collect information about students who have been receiving CSSA or SFAS at the beginning of an academic year. Parents need to inform the college in writing if they have a change in the financial status, for example, they are no longer receiving CSSA or you have become a recipient of CSSA, during the academic year. By the end of the school year, a summary of the subsidies received by the student concerned will be sent to the parents for confirmation. Parents can be assured that the school will deal with affected students discreetly.

6.01.2 Financial Support for Needy Students

Upon being informed by the relevant government departments or organizations, the college will bring the notices about applications for various grants and funds to the students in financial needs as recognized by the mentors. Students are strongly advised to update their mentors regarding any financial difficulties.

Grants and loan funds offered by the HKSAR to students in the senior secondary system are shown in the list below. Students may refer to the web-site of Student Finance Office of the Working Families and Student Financial Assistance Agency (WFSFAA) at http://www.wfsfaa.gov.hk/sfo for details.

<table>
<thead>
<tr>
<th>Grants and Loan Funds Offered by the HKSAR</th>
<th>Remark</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) School Textbook Assistance Scheme</td>
<td>Internal closing date for application to be announced by the college</td>
</tr>
<tr>
<td>(b) Student Travel Subsidy Scheme</td>
<td></td>
</tr>
<tr>
<td>(c) Subsidy Scheme for Internet Assess Charges</td>
<td>Late Sept yearly to WFSFAA</td>
</tr>
<tr>
<td>(d) Grantham Maintenance Grant</td>
<td></td>
</tr>
<tr>
<td>(e) Sing Tao Charitable Foundation Students' Loan Fund Emergency Loan</td>
<td>Interest-free emergency loan: contact teacher-in-charge for details</td>
</tr>
</tbody>
</table>

The following list involves grants and scholarships that take into account both the students’ financial situation and performance.

(a) Po Leung Kuk Ho Yuk Ching Children & Education Fund
(b) Po Leung Kuk Wu Ho Wing Ching Memorial Education Fund
(c) Fook Chun Scholarships / PLK Maintenance Grants
(d) Nicola Myers & Kenneth McBride Memorial Fund
6.01.3 Scholarships

Listed below are some of the scholarships that will be awarded to students to celebrate their achievements. Students eligible for the respective nominations will be informed through mentors. Since participation in community services and activities outside school is one of the major considerations for most scholarships, students are advised to update their learning profiles and inform their mentors of their achievements frequently.

(a) Edward Youde Memorial Prizes
(b) Po Leung Kuk Scholarship for Secondary Schools
(c) Po Leung Kuk/Henrik Nielsen/Hong Kong Rugby Union Scholarship Fund
(d) Senior Secondary Applied Learning Scholarship
(e) Students of The Year, PTA prize
(f) Vicwood KT Chong Scholarships

6.02 Locker Arrangement

Rules and Regulations for Locker Users

1. In every new academic year, students must submit their applications properly on time in order to obtain the right to use the assigned lockers.

2. Students must always keep lockers properly closed and locked by a secure padlock (not a digital one).

3. Lockers are not transferable. Unauthorized use of locker is not permitted. Students must report any damage or faults of their lockers to General Office (G.O.) as soon as possible.

4. It is also not advisable to store valuable items inside the lockers. Students must take full responsibility for the items stored in their lockers. The School will not be responsible for any items stored inside the lockers.

5. Students should keep the locker tidy both inside and outside. No self-adhesive labels, paint or decoration on the lockers is allowed. Scratching and carving are strictly forbidden. No inflammable, hazardous or perishable materials should be stored in lockers.

6. Drawing near the expiry of the use of lockers, students will be notified by memo from G.O. Students must evacuate their belongings from the lockers and remove the padlocks on or before the expiry date as specified in the notification. After this date, all unattended belongings would be removed and disposed of by G.O. at its discretion. The G.O. will not be responsible for any loss of or damage to properties so found and/or disposed of.

7. No personal belongings are allowed on the top of locker cabinets.

N.B. - Conduct marks will be deducted for misuses of lockers found.
- Any violation of these regulations may result in termination of use of the locker facility.
6.03 Electronic Community (e-Class)

The college has adopted the e-class as a platform for communication. This system is available to all students of the college. Username and password are required to access almost any computer in the school and the e-class system. They will be provided to all new students in September of their first school year in the college. At the beginning of the school year, students should check that they can log onto computers in the college and access the e-class system in and off the campus.

Follow these steps to access the e-class:

1. Open Internet Explorer (or any internet browsers). Enter http://sfc-plk.edu.hk to go to the college homepage.

2. Then click Link To E-Class.

3. Enter user name and password as provided by the college.
4. Check the latest news under ‘What’s New’

Latest news will be displayed under “What’s New”.

Parents can also keep abreast of their child’s Discipline Record via the e-Class. The username and password will be given at the beginning of the first school year. The following shows the steps to get access to the platform:

1. Select the eService and click the eDiscipline as shown below:
2. You can now click the Award & Punishment option in the left hand side menu as shown below.

3. By clicking the individual items, you can view the detail of award and punishment records.

6.04 Borrowing Uniform from the General Office

While students are required to wear clean and tidy uniform, they may borrow a school uniform from the General Office in case their own is accidentally torn or otherwise sullied in the campus, or has become saturated by heavy rain on their way to school. A uniform will not be lent to students who deliberately disregard the college’s requirements on student uniforms.

The college would like to thank the Parent-Teacher Association for the uniforms they have donated to the college for this purpose.

Students have to note the following when they make the request to the General Office:

1. Students are required to complete a request with the signature of a teacher. The form is obtainable at the General Office.

2. Boys may borrow a white short sleeved shirt and/or gray trousers, while girls can borrow a white dress with belt.

3. The borrowed uniform should be returned within three days to avoid inconvenience to other students in need.

4. Students are required to clean the uniform after use and return it in a neat and tidy condition to the General Office.

5. Students have to report any damage to the borrowed uniform when returning it to the General Office. Parents are liable for any such damage.