

Dear Parents,

Please be informed of the following matters:

**1. Second Term Tests for Secondary 1 to Secondary 5**

The Second Term Tests for this academic year will be held from 15 April to 20 April 2026. Please remind your child to make good use of their spare time to revise diligently and strive for excellence. Enclosed please find:

1. Test Syllabus (Appendix 1)
2. Test Timetable (Appendix 2)
3. Examination Hall Arrangements (Appendix 3)
4. Seating Arrangements for Senior Secondary Elective Subjects (Appendix 4)

Important Notes:

- i. During examinations, students are not permitted to use electronic communication devices such as smartwatches, mobile phones or wireless earphones. These items must be securely locked in the mobile-phone lockers at the covered playground before the start of the examination. Any violation will be regarded as cheating and will result in disciplinary action.
- ii. There will be no supplementary examinations. If a student is absent due to special circumstances, they must apply in advance and provide relevant supporting documents. Approval from the school is required before any special arrangements can be considered. Students who are absent due to illness must submit a parent's letter together with a medical certificate for the day of absence; otherwise, the examination paper concerned will be given a zero mark.
- iii. The promotion and retention criteria for each form, as well as other examination-related matters, are listed on pages 48–50 of the Student Handbook. Please review them carefully with your child.

**2. Secondary 5 English School-based Assessment**

S5 English SBA will take place during lesson time from 23 to 27 March 2026. Students who are absent due to illness must submit a medical certificate for that day, otherwise disciplinary action will be taken.

**3. Student Financial Assistance Scheme (2026/27)**

Please refer to Appendix 5 for further details. For enquiries, please contact the class teacher.

**4. Parent–Child Workshop: “Co-learn, Co-smart: Making AI Your Family Learning Partner”**

Please refer to Appendix 6 for details. For enquiries, please contact the class teacher.

Yours faithfully,

TWGHs Sun Hoi Directors' College

16 March 2026