



1st September 2016

Dear Parents / Guardians,

**Self-improvement Scheme**

In order to nourish our students to develop a sense of self-encouragement as well as self-improvement, our School has implemented a 'Self-improvement Scheme'. Details are as follows:

(1) The Scheme in details:

- 1) Students are encouraged to apply for the Scheme of their own accord.
- 2) On top of the merits attained by representing our School through different competitions, the merits gained this year can replace the demerits. Once an application has been accepted, both will not be printed on the school result transcript.
- 3) The Plan can only be applied on a one-merit-to-one-demerit basis. If a student gets two demerits in a single incident, he or she is not qualified to apply for this Scheme. For instance, if one gets two demerits due to breaking the rule of 'Improper Behaviours in School', he or she cannot apply for the Scheme as it is not possible to replace two demerits with two merits.
- 4) Students concerned have to make application within the specific period. There is no limits on the number of demerits being offset.

(II) Application method: Within specific period, students concerned proactively ask the class teacher for the application form. After filling out the form, students concerned return the form to the class teacher for verification.

(III) 

Period of application for F.6 students: 9/1/2017 - 13/1/2017* *After 15/12/2016, all merits/demerits are not applicable to the 'Self-improvement Scheme'
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Period of application for F.1 to F.5 students: 22/5/2017 - 26/5/2017* *After 5/5/2017, all merits/demerits are not applicable to the 'Self-improvement Scheme'
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Thank you for your attention.

Yours faithfully,

Principal of Lock Tao Secondary School