



17<sup>th</sup> October, 2023

Dear Parents / Guardians:

**Secondary 6 First Term Examination**

Secondary six first term examination for the academic year 2023-2024 will be held from 6<sup>th</sup> November, 2023 to 17<sup>th</sup> November, 2023. You are advised to pay attention to the following points and encourage your children to prepare for the examination so they can obtain good results.

1. The purpose of the examination is to assess the ability of the students in different subjects. In the event that a student who has been proved to be cheating by any means or to assist another student in cheating, the student concerned is subject to receiving a zero for the examination mark and a major offence.
2. Students should not bring mobile phones or any electronic devices that have text displaying function to the examination venue. If a student is found to have the above mentioned items during examination, the student will receive a minor offence.
3. Students should use pencils for doing multi-choice questions; otherwise 20% of the total score of that part will be deducted.
4. Students should use the calculators that have been pad-printed with the “H.K.E.A. APPROVED” / “H.K.E.A.A. APPROVED” label, or else they risk a 20% of mark deduction as a penalty. The same penalty will be applied to the students who stick any unapproved labels on the calculators or/and write anything on the back of the calculators.
5. Students are required to bring along a radio with batteries (MP3 players are not allowed) when attending Paper 3 Listening and Integrated Skills examination. Students who have forgotten to bring along a radio, earphones and/or batteries risk a 20% of mark deduction as a penalty.
6. If the Education Bureau (EDB) announces class suspension on the examination day, the subject scheduled will be assessed on the day after the examination period. The make-up examination will last for 3 days. If the class suspension lasts for 4 days or more, the related subject(s) examination will be cancelled.
7. During the examination period, students should arrive school before 8:05 am.
8. During the examination period, students should go home immediately after dismissal to do the revision.
9. Please refer to page 12 of the Student Handbook for further examination rules and regulations.

Yours faithfully,

Principal of Lock Tao Secondary School

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Reference No.: 058/23-24

To Principal:

**Secondary 6 First Term Examination**

I am the parent/guardian of \_\_\_\_\_ (Name) of Class \_\_\_\_ (Class No.: \_\_\_\_ ).  
I acknowledge reading the notice on the “Secondary 6 First Term Examination”.

Name of parent / guardian : \_\_\_\_\_

Signature of parent / guardian : \_\_\_\_\_

Date : \_\_\_\_\_

**Lock Tao Secondary School**  
**First Term Examination 2023-2024**  
**Timetable**  
**Secondary Six**  
**(Non-Chinese Speaking Student)**

<b>Date</b>	<b>Time</b>	<b>Subject</b>	<b>Venue</b>
<b>6/11/2023</b> 〔 Monday 〕	<b>8:30 - 10:30</b>	<b>*English Language 3</b> <b>(Listening and Integrated Skills)</b>	<b>Hall</b> <b>(Special Room:Chapel)</b>
<b>7/11/2023</b> 〔 Tuesday 〕	<b>8:30 - 9:15</b>	<b>Chinese Language 1 (GCSE)</b> <b>Listening and Understanding</b>	<b>Room 401</b>
	<b>9:45 - 10:50</b>	<b>Chinese Language 3 (GCSE)</b> <b>Reading and Understanding</b>	
	<b>11:20 - 12:45</b>	<b>*Chinese Language 4 (GCSE)</b> <b>Writing</b>	
<b>8/11/2023</b> 〔 Wednesday 〕	<b>Revision</b>		
<b>9/11/2023</b> 〔 Thursday 〕	<b>8:30 - 10:30</b>	<b>Information and Communication</b> <b>Technology 1</b>	<b>Chapel</b>
	<b>11:00 - 12:30</b>	<b>Information and Communication</b> <b>Technology 2</b>	
<b>10/11/2023</b> 〔 Friday 〕	<b>8:30 - 10:00</b>	<b>*English Language 1</b>	<b>Hall</b>
	<b>10:30 - 12:30</b>	<b>English Language 2</b>	
<b>13/11/2023</b> 〔 Monday 〕	<b>Revision</b>		
<b>14/11/2023</b> 〔 Tuesday 〕	<b>8:30 - 10:30</b>	<b>*Citizenship and Social</b> <b>Development</b>	<b>Hall</b>
<b>15/11/2023</b> 〔 Wednesday 〕	<b>Revision</b>		

<b>Date</b>	<b>Time</b>	<b>Subject</b>	<b>Venue</b>
<b>16/11/2023</b> [ <b>Thursday</b> ]	<b>8:30 - 9:45</b>	<b>Business, Accounting and Financial Studies 1</b>	<b>Room 402</b>
	<b>10:15 - 12:30</b>	<b>Business, Accounting and Financial Studies 2</b>	
<b>17/11/2023</b> [ <b>Friday</b> ]	<b>8:30 - 10:45</b>	<b>*Mathematics 1</b>	<b>Hall</b>
	<b>11:15 - 12:30</b>	<b>Mathematics 2</b>	

1. \* Students should queue up in the playground 20 minutes before the start of examination.  
(In case of rain, students should queue up in the covered playground.)
2. If the Education Bureau (EDB) announces class suspension on the examination day, the subject scheduled will be assessed on the day after the examination period. The make-up examination will last for 3 days. If the class suspension lasts for 4 days or more, the related subject(s) examination will be cancelled.
3. English paper 3 Listening and Integrated Skills:
  - Students are required to bring along a radio with batteries (MP3 players are not allowed) when attending the examination.
  - Students who arrive at the examination venue with the following problems can sit the exam in the special room (Chapel):
    - Students who have forgotten to bring along a radio, earphones and/or batteries risk a 20% of mark deduction as a penalty.
    - No mark penalties will be imposed on students
      - ➔ whose radio does not function well during the examination; and
      - ➔ who arrive late at the examination venue but have brought a radio, earphones and batteries for the examination.