



10<sup>th</sup> October 2023

Dear Parents/ Guardians:

**Online Learning of Students at Home**

To facilitate our school to understand from the parents about students' online situation for e-learning at home, please complete and return the reply slip to class teacher before 20<sup>th</sup> October 2023.

Yours faithfully,

Principal of Lock Tao Secondary School

✂.....

To Principal:

Reference No : 049/23-24

**Online Learning of Students at Home**

I am the parent/guardian of \_\_\_\_\_ (Name) of Class \_\_\_\_ (Class No.: \_\_\_\_).

I have acknowledged that I have read and understood the contents of the issue regarding the notice of "Online Learning of Students at Home". (\* Please ✓ tick the appropriate box )

My child's residence is connected to broadband internet services and does not require related additional support from the school.

My child is living in a/an \* subdivided unit / old building / remote area and cannot acquire appropriate internet services. Additional support from the school is thus needed (Please fill in the following information). I have enquired the following internet services providers and confirmed that my residence cannot be connected to appropriate fixed broadband services. The names of internet services providers enquired are as follows:

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

My child is benefiting from the following scheme(s):

Comprehensive Social Security Assistance Scheme (including internet access subsidies)

Full grant / half grant of the Financial Assistance Schemes for Secondary Students

My child and I are not benefiting from any assistance scheme(s) of the school, the Government or non-governmental organisation(s), but my family has limited economic means at present (Please specify: \_\_\_\_\_).

I hereby declare that the information provided is accurate.

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

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

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

Remarks: 1. Please put a "✓" in "□" as appropriate and \* delete as appropriate.  
2. The back page is "Personal Information Collection Statement".

### **Personal Information Collection Statement**

1. The personal data provided will be used by the school for the following purposes:
  - (i) processing related application(s), and
  - (ii) verifying information with the departments/bureaux of the Government of the Hong Kong Special Administrative Region which are relevant to (i), if necessary.
2. Any information, including personal data, submitted may be disclosed to the Education Bureau (EDB) and relevant government departments/bureaux for the purposes mentioned above.
3. The provision of personal data is obligatory. Without the data provided, the school is not able to process the application and proceed with the relevant arrangements.
4. According to Personal Data (Privacy) Ordinance (PDPO), all persons have the right to request access to and correction of their personal data. Request for access to or correction of personal data should be made in the Data Access Request Form (No.OPS003 issued by the Office of Privacy Commissioner for Personal Data) and sent to Lock Tao Secondary School, Mei Lam Estate, Tai Wai. For more information about the privacy policy, please visit the website of the Office of Privacy Commissioner for Personal Data.