



家庭與學校合作事宜委員會 Committee on Home-School Co-operation

本函檔號： EDB(HSC)/1/20/1/3A(2021/2022)

電話：3698 4376

來函檔號：

傳真：2391 0470

各位校長/家長教師會主席：

家長教師會幹事培訓課程 (2021/22 學年)

各校的家長教師會(下稱家教會)每年均會有新成員加入，這些家教會的生力軍或會對家教會的運作不太熟悉。有見及此，家庭與學校合作事宜委員會將舉辦家教會幹事培訓課程，協助他們了解家教會的運作。歡迎 貴校家教會現任及候任幹事參加。有關課程的詳情，請參閱附件。

本課程共有五個課節。參加者每完成一個課節會獲發「出席證書」，而完成四個課節或以上會獲發「培訓證書」。為表揚積極參與是次幹事培訓課程的家教會，凡有五位或以上現任/候任家教會幹事在 2021/22 學年獲發「培訓證書」的家教會，將獲發「Q嘜家長教師會」證書。

有意報名者，請填妥夾附的回條，並於本年10月19日(星期二)或以前傳真至 2710 9970 / 2391 0470。報名將以先到先得形式處理，額滿即止，逾期報名恕不受理。本會秘書處將於稍後回覆 貴校/貴會有關的申請結果。

如有查詢，請致電 3698 4379 與黃先生聯絡。

家庭與學校合作事宜委員會
主席



方奕展先生

連附件

2021年9月28日



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28 September 2021

Dear Principal / Chairperson of Parent-Teacher Association,

Parent-Teacher Association Executive Committee Member Training Programme (2021/22 School Year)

Every year there are new executive committee members joining the Parent-Teacher Associations (PTAs). Some of them may not be familiar with the operation of PTA. In order to help them better understand the operation of PTA, the Committee on Home-School Co-operation will organise a PTA Executive Committee Member Training Programme. All serving and designated PTA executive committee members of your school are welcome to join. For details of the programme, please refer to the Appendix.

The training programme comprises five sessions. Participants will be awarded a “Certificate of Attendance” upon completion of any one of the sessions, and a “Certificate of Training” upon completion of four sessions or more. To show our appreciation for the active participation of PTAs, a “Q-Mark Parent-Teacher Association Certificate” will be awarded to the PTA with five or more of their serving or designated executive committee members having been awarded the “Certificate of Training” in the 2021/22 school year.

For application, please complete and return the attached Reply Slip to the Secretariat on or before 19 October 2021 (Tuesday) by fax at 2710 9970 / 2391 0470. **Applications will be processed on a first-come-first-served basis while late submission will not be accepted.** The Secretariat will notify your school / PTA about the application results in due course.

Please contact Mr Wong at 3698 4379 if you have any enquiries.

Yours sincerely,

Mr Eugene FONG Yik-jin
Chairman
Committee on Home-School Co-operation

Encl.