



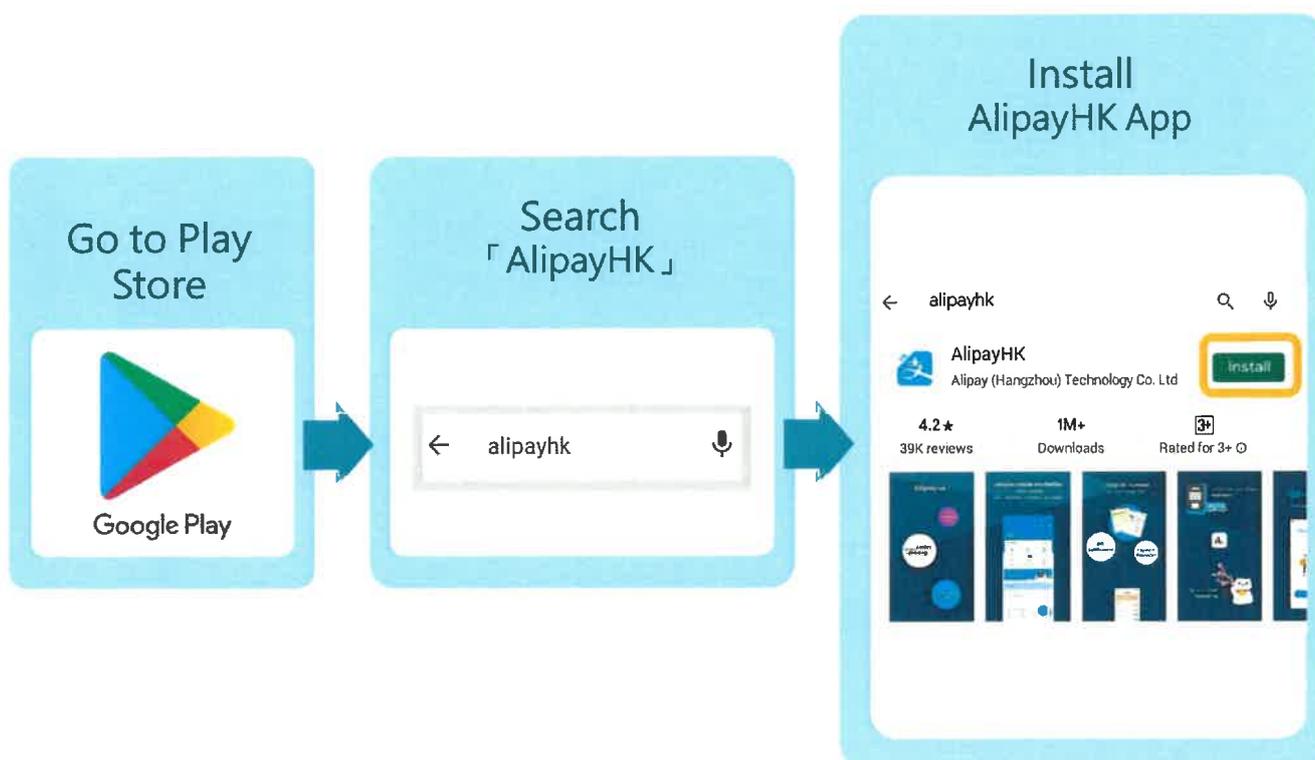
Only functions related to AlipayHK installation will be shown.
For other functions, please refer to the following link:
<https://www.AlipayHK.com/zh/shoppers>

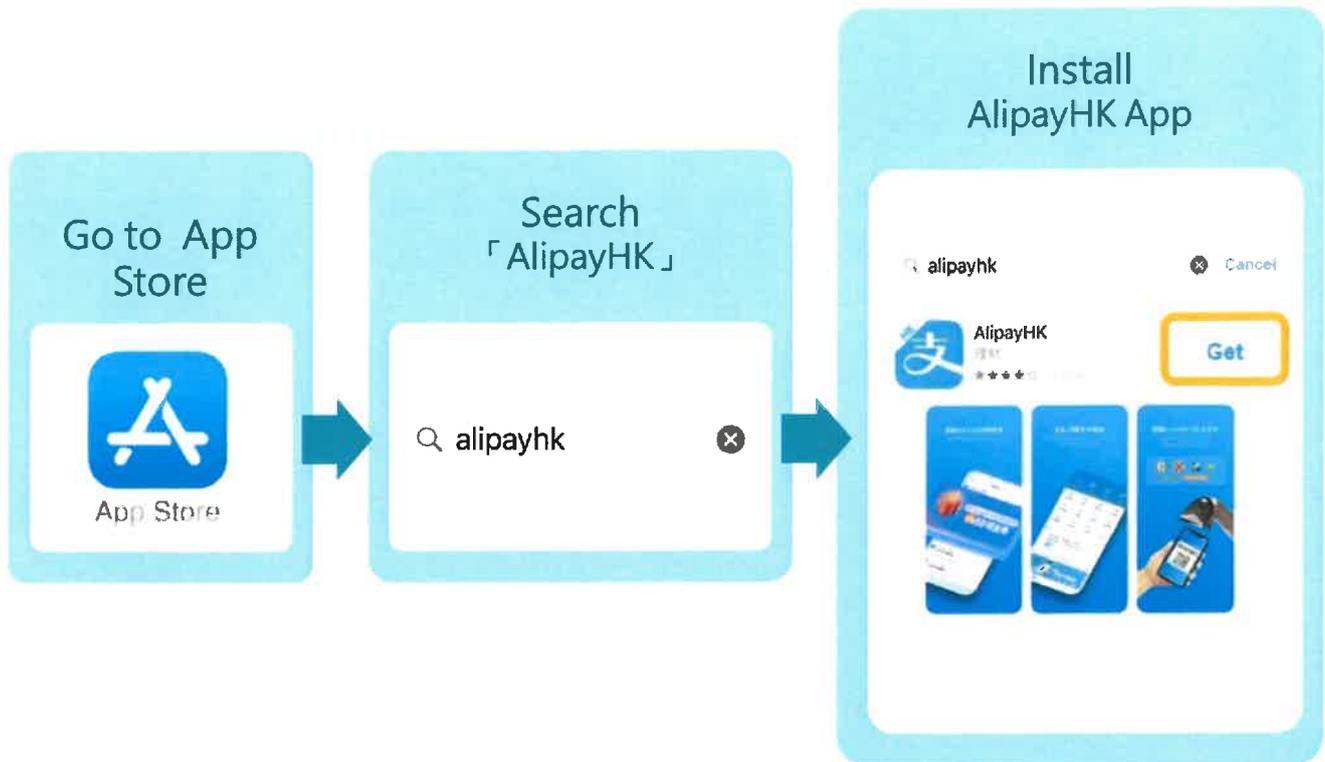
eClass

Installation (Android)

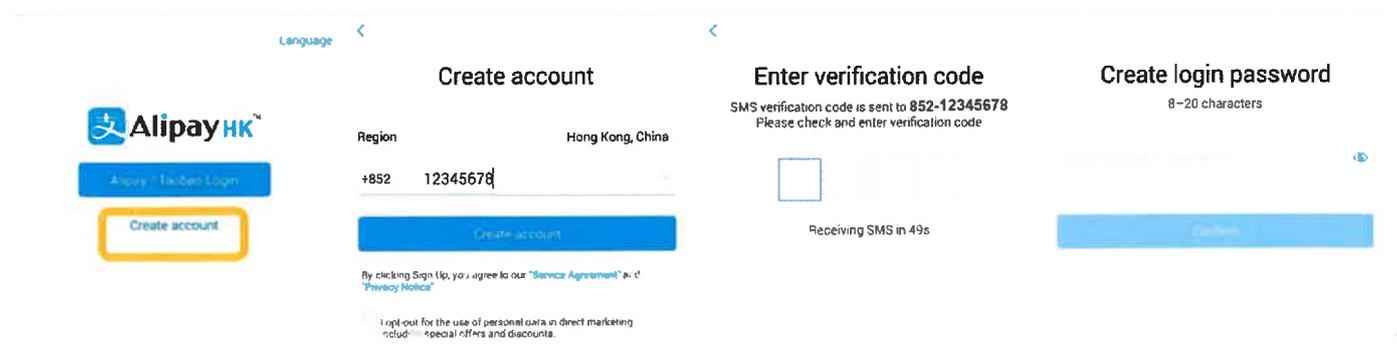


eClass





➤ Alipay HK APP– Create Account



Language <

Create account

AlipayHK™

Alipay™ Taobao Login

Create account

Region Hong Kong, China

+852 12345678

Create account

By clicking Sign Up, you agree to our "Service Agreement" and "Privacy Notice"

Opt-out for the use of personal data in direct marketing (includes special offers and discounts)

Enter verification code

SMS verification code is sent to 852-12345678
Please check and enter verification code

Receiving SMS in 49s

Create login password

8-20 characters

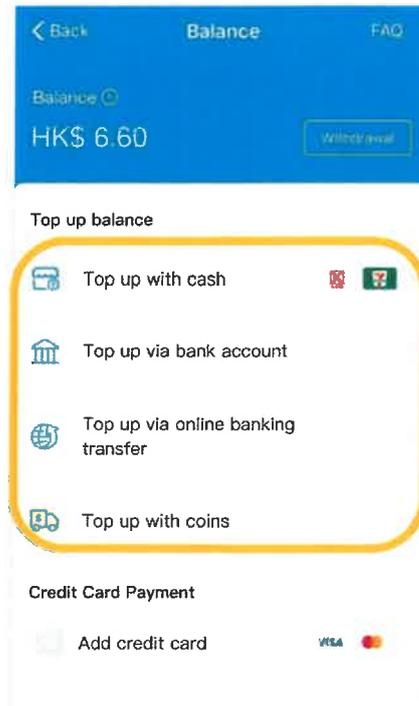
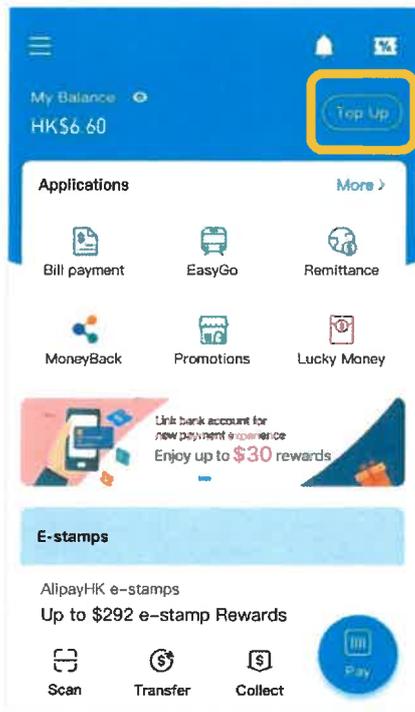
Confirm



ePayment related (Android / iOS)



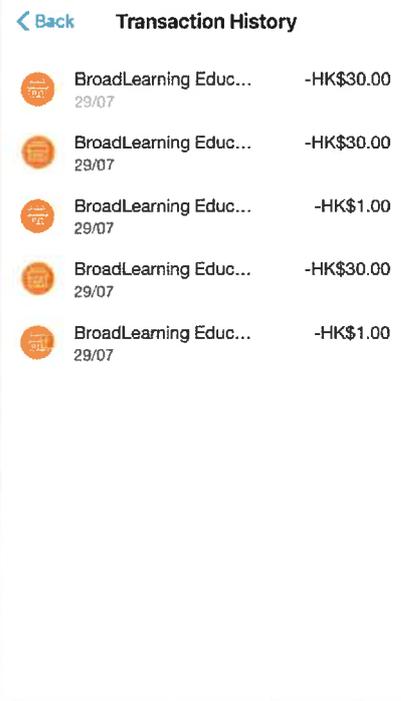
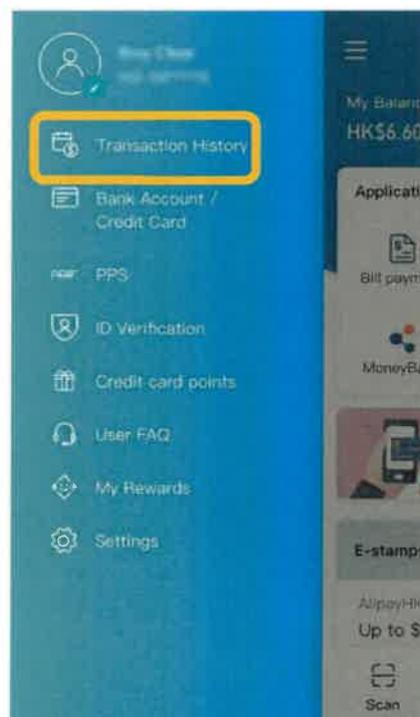
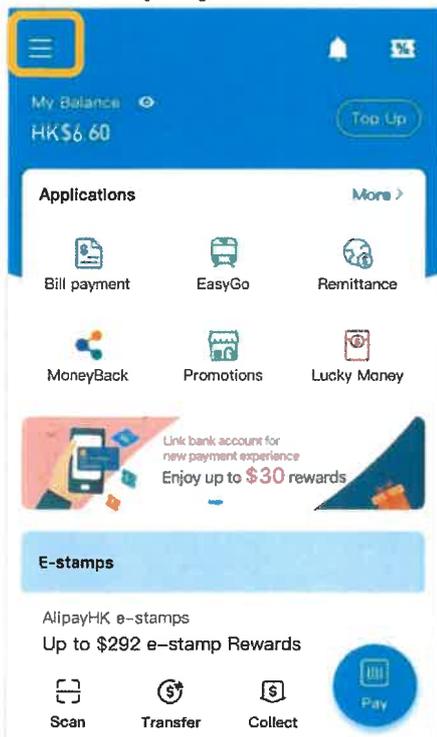
> Alipay HK APP – Top up



ePayment related (Android / iOS)



> Alipay HK APP – Transaction History





email support@broadlearning.com

Parents Hotline 3913 3211

Thank you
Goodbye !



ePayment
Alipay gateway

Direct Pay Mode

User Guide for Parents

[IP Secondary School]

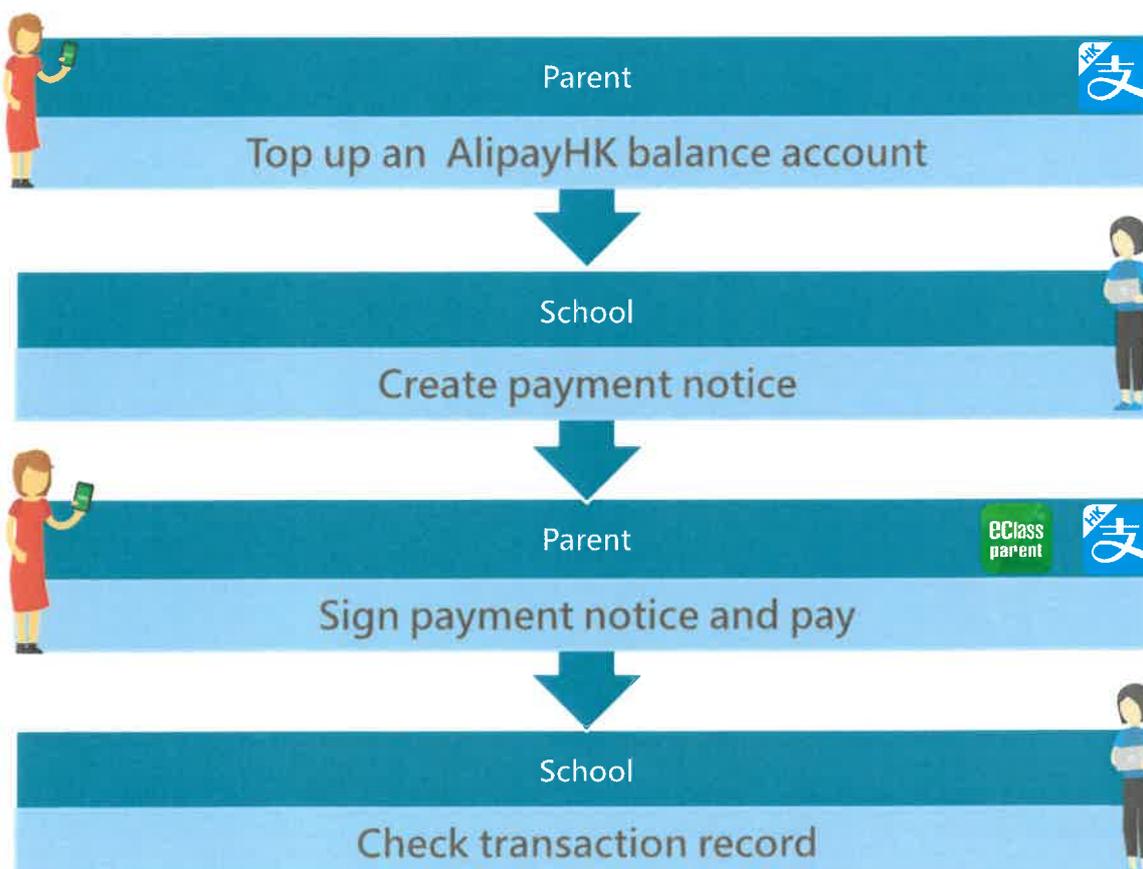
Update Date: 03/2019

eClass



ePayment Flow

eClass





System Design

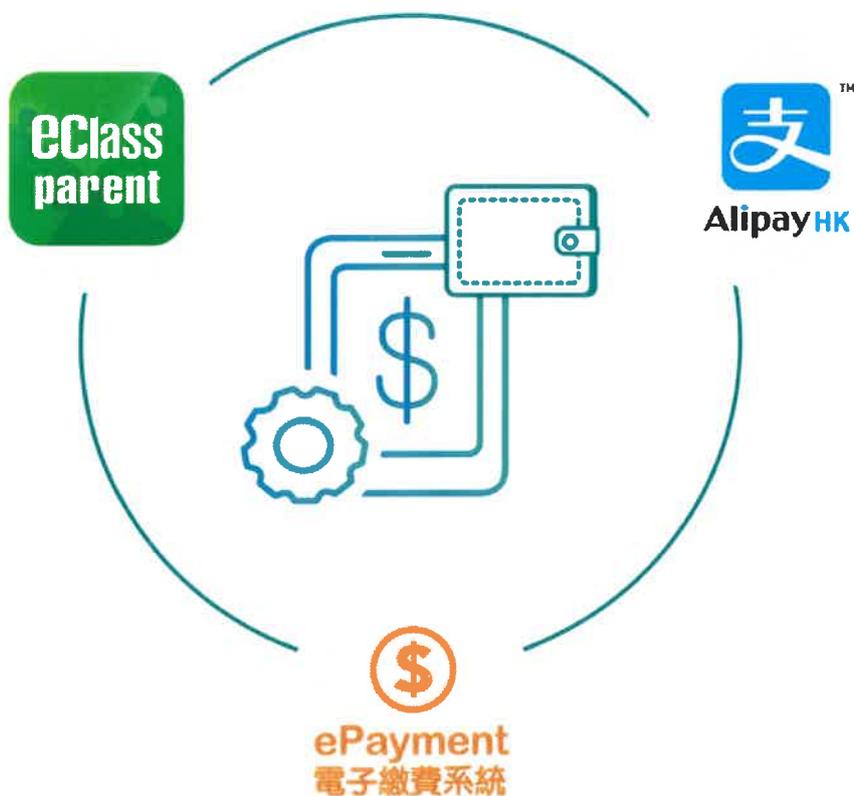
eClass

- › A positive balance in your AlipayHK App account for making payments
- › NO partial payment
- › Payment Notice can only be signed with eClass Parent App
- › Payment Notice can only be signed ONCE
- › Signed Payment Notice cannot be changed



Prerequisite of using eWallet

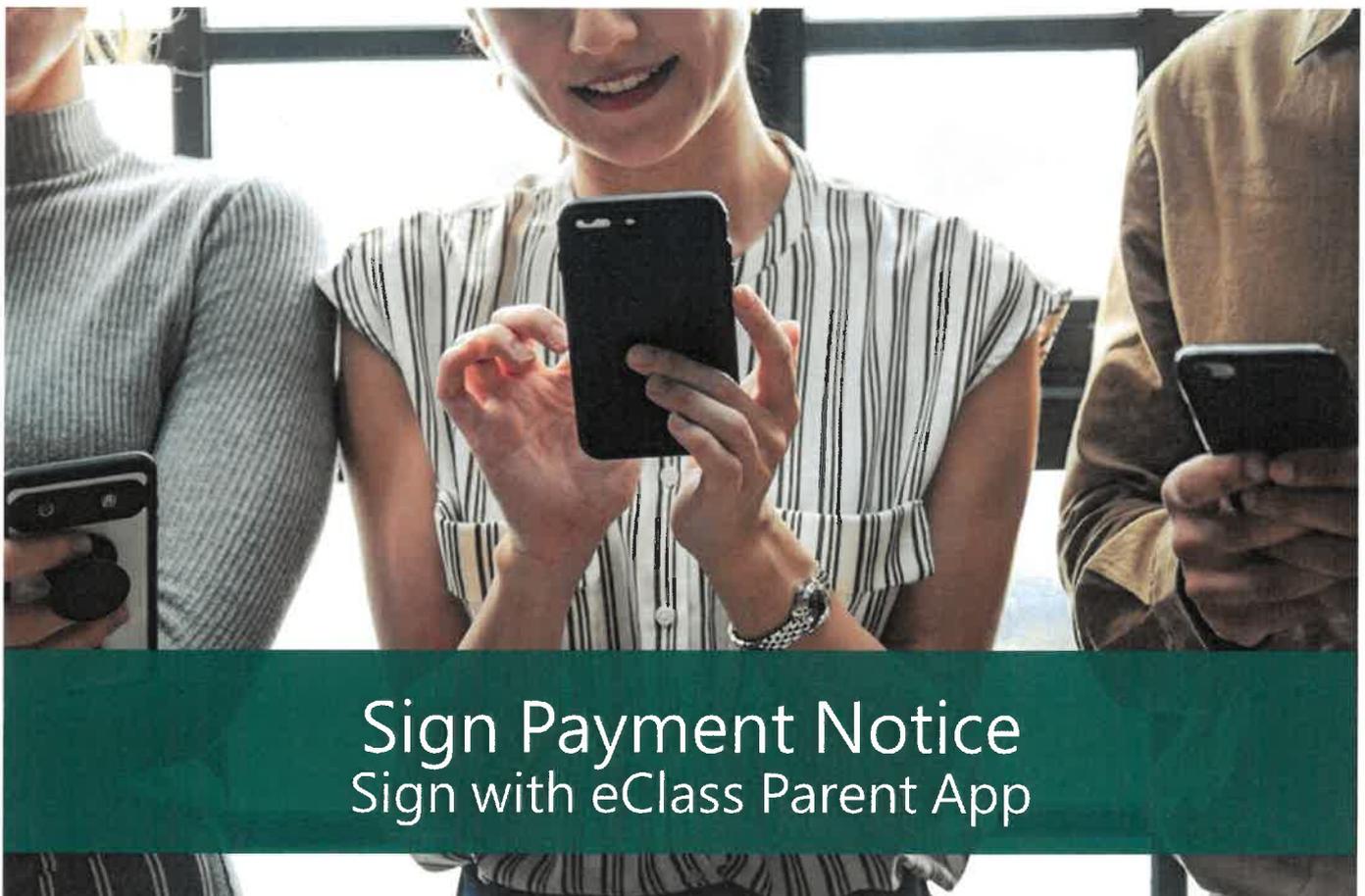
eClass





System Integration

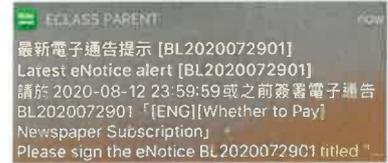
1. eClass Integrated Platform
2. eClass Parent App
3. AlipayHK App



Sign Payment Notice
Sign with eClass Parent App



Push Message

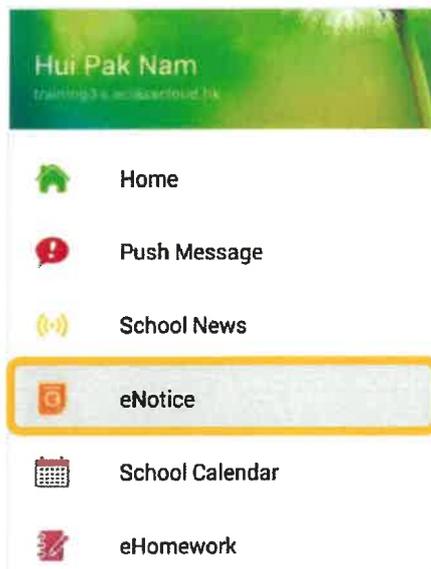


Push Message
(Users may check back previous messages)

Click "View Details" to check the notice.

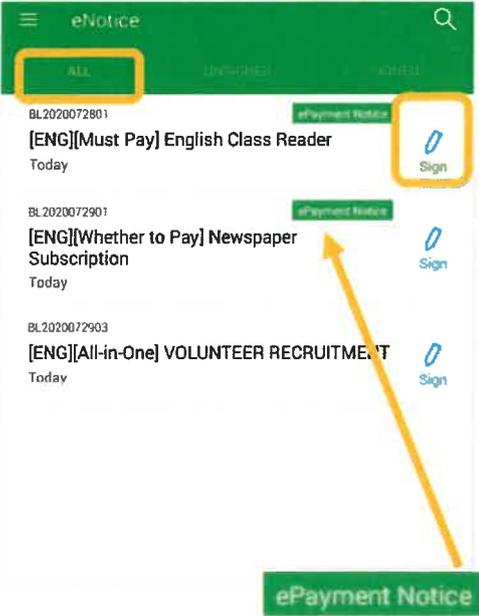


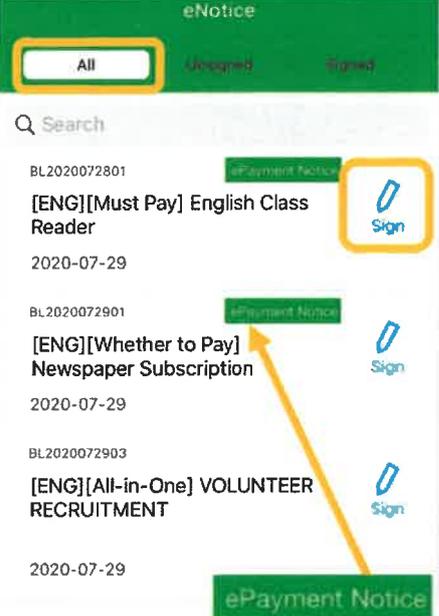
1. Select "eNotice."



android
ios

2. Check Payment Notice.

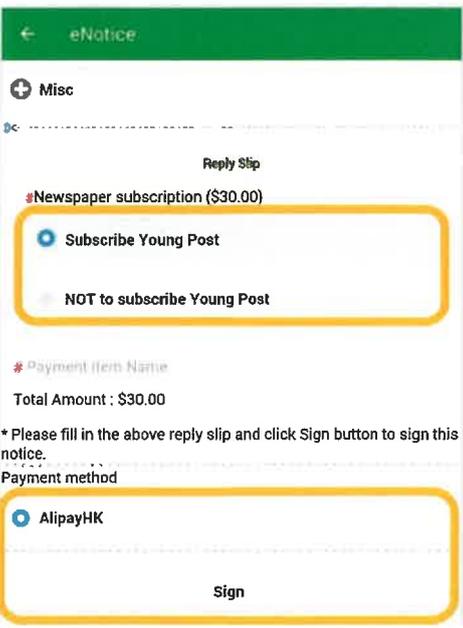


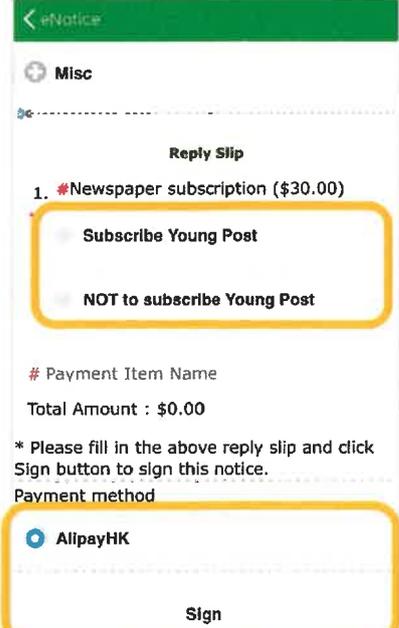


android
ios

3. Sign Payment Notice

Reply and click "Sign"

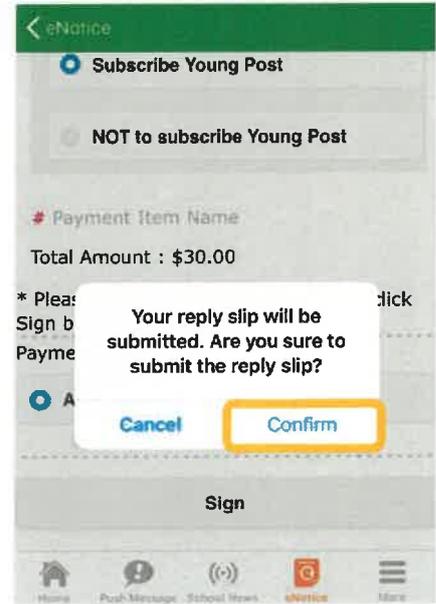
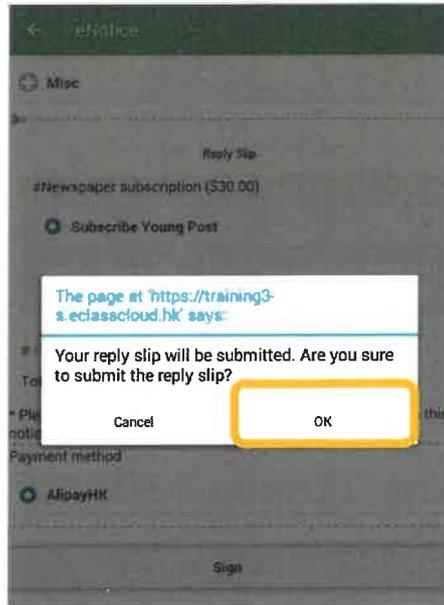






4. Confirm

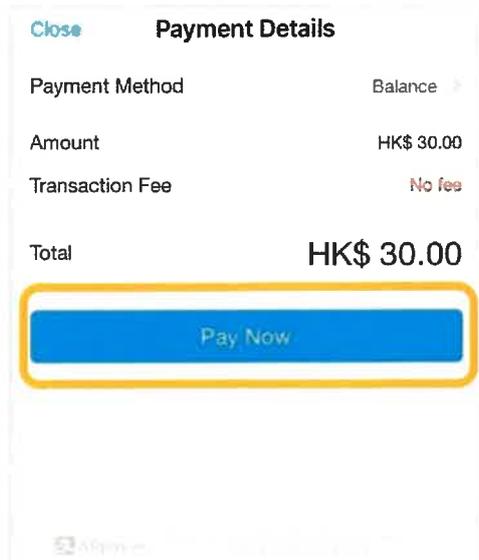
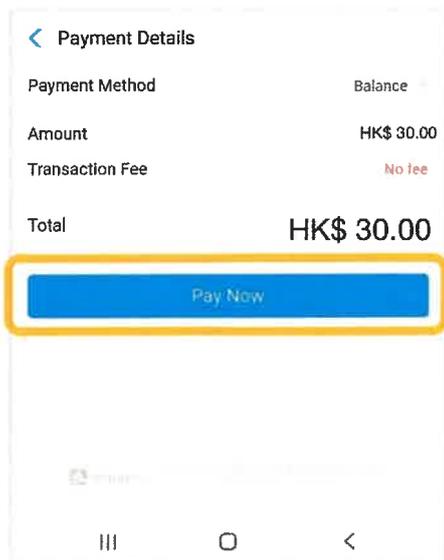
Click "OK" or "Confirm" to submit reply slip.



5. Pay with AlipayHK App

eClass Parent App will open AlipayHK App. Click "Pay Now" to make a payment.

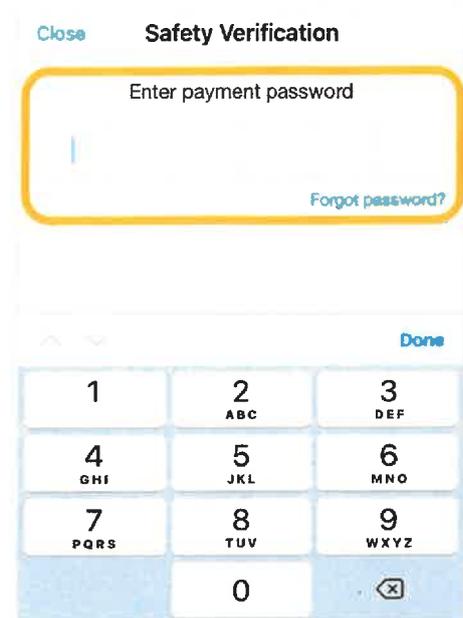
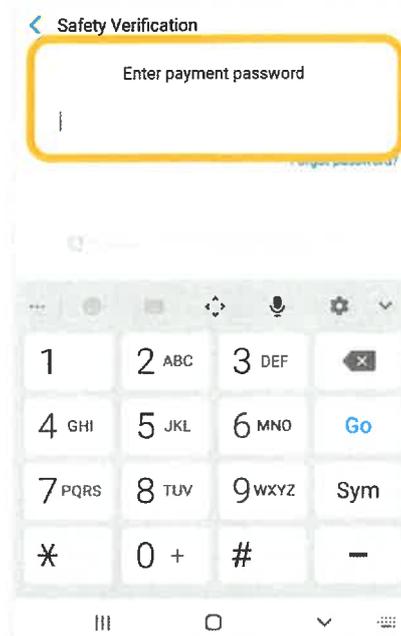
(AlipayHK App will show the total amount of the payment.)





6. Enter payment password

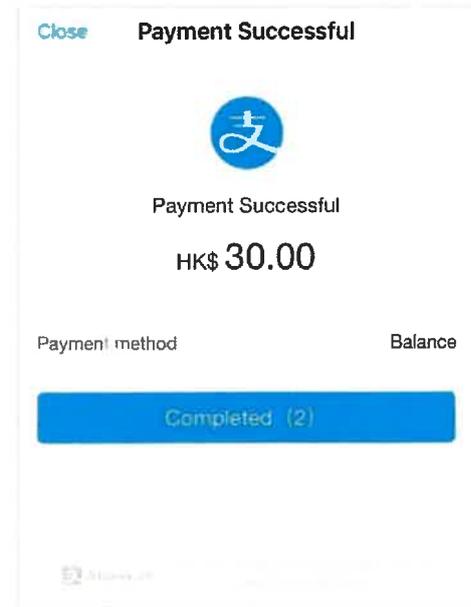
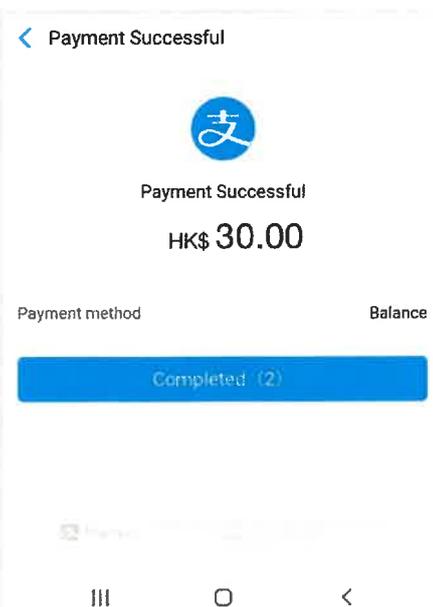
AlipayHK App requires user to enter a 6-digit payment password.



7. Payment Successful

Payment successful, users may check the paid amount.

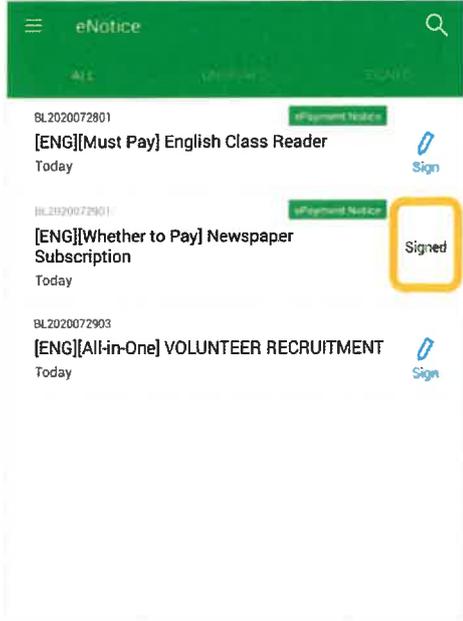
Users will be directed back to eClass Parent App after the count down.

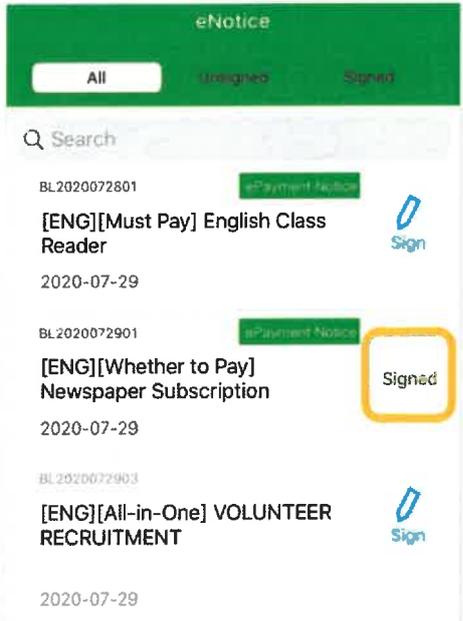


 android
 ios

8. Check signed payment notice

Users can check the signed payment notice on eClass Parent App.

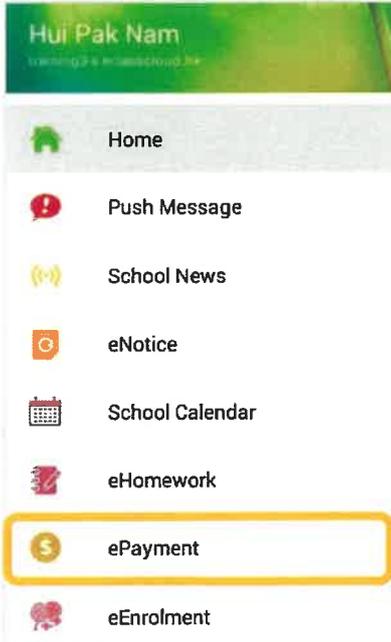


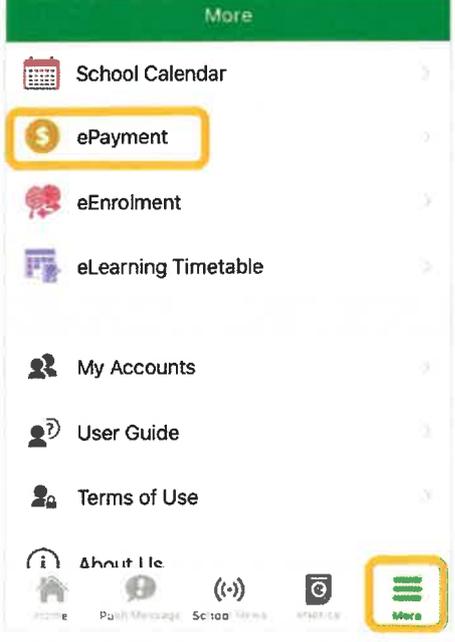


 android
 ios

9. Check paid item

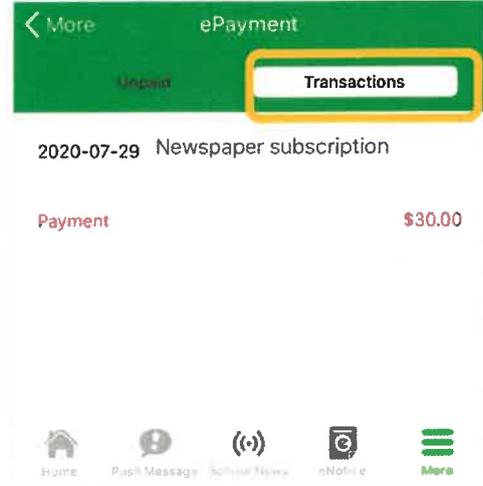
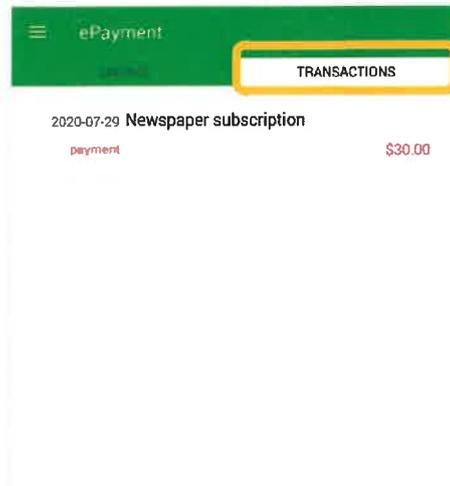
Users may check all the payment items in "ePayment" .







10. Check transactions



Pay directly in ePayment
on eClass Parent App
(Not by Payment Notice)



Pay directly in ePayment on eClass Parent App (Not by Payment Notice)



- > Parents will pay in ePayment on eClass Parent App
- > eClass Parent App and AlipayHK App

2020 First Term Exercise Book Fee

📅 2020-08-31

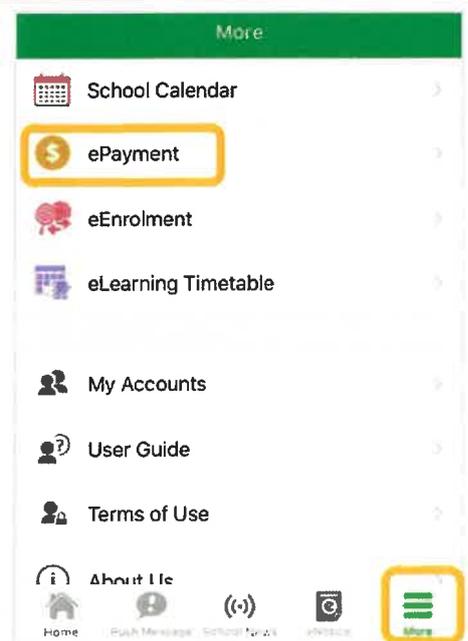
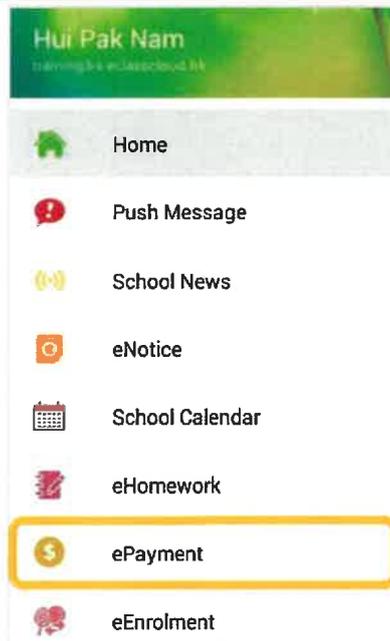
\$30.00



Pay directly in ePayment on eClass Parent App (Not by Payment Notice)



1. Go to "ePayment" .





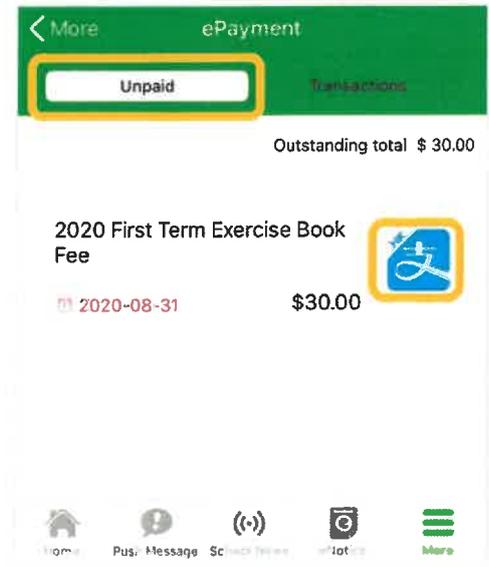
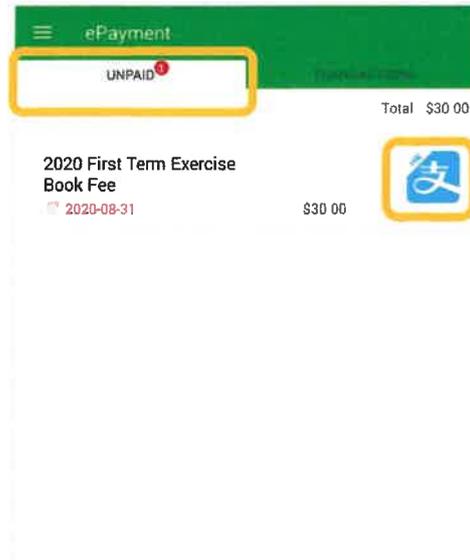
Pay directly in ePayment on eClass Parent App (Not by Payment Notice)



2. Make a payment.

Step One:
Select payment item.

Step Two:
Click "AlipayHK" icon.

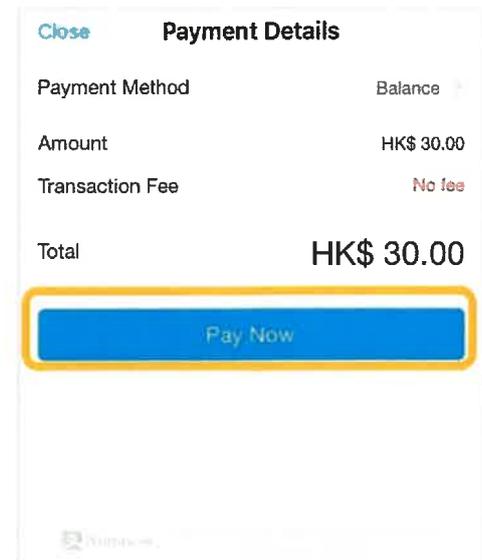
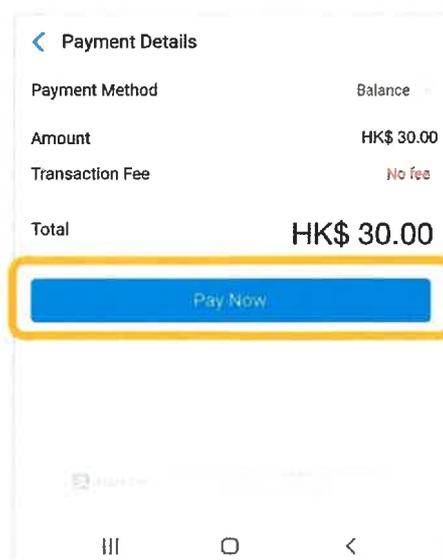


Pay directly in ePayment on eClass Parent App (Not by Payment Notice)



3. Confirm payment

eClass Parent App will open AlipayHK App. Click "Pay Now" to make a payment.





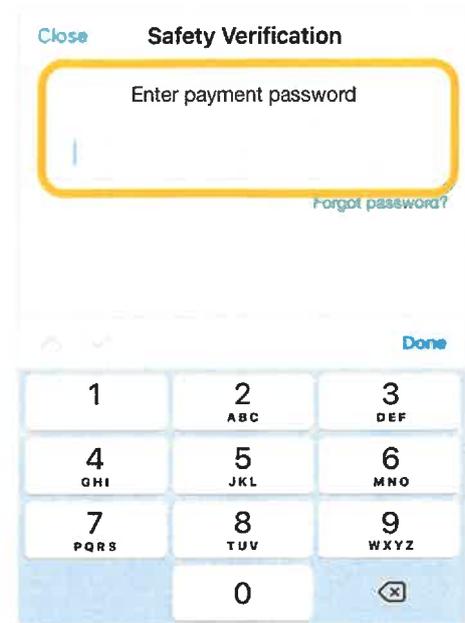
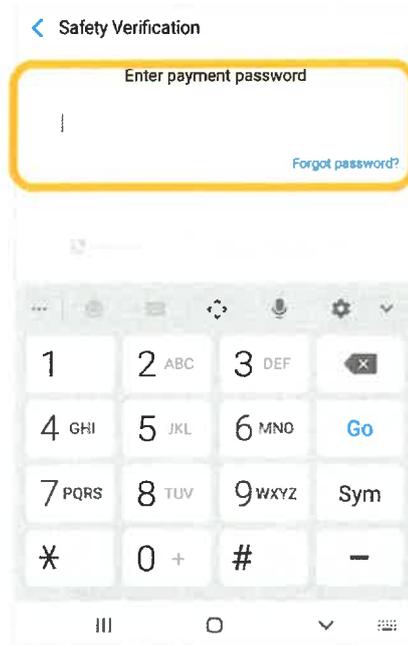
Pay directly in ePaymenton eClass Parent App (Not by Payment Notice)

eClass



4. Enter payment password

AlipayHK App requires user to enter a 6-digit payment password.



Pay directly in ePaymenton eClass Parent App (Not by Payment Notice)

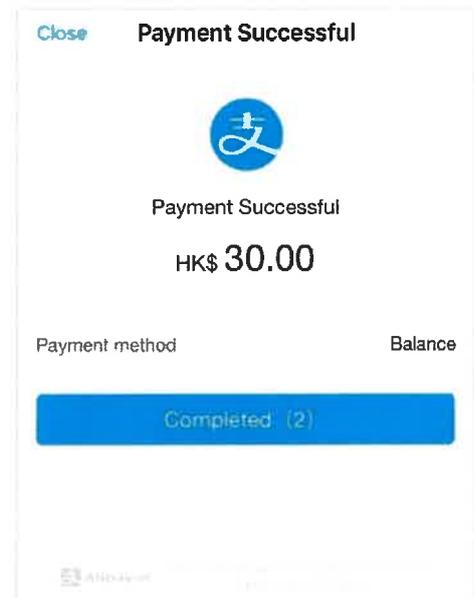
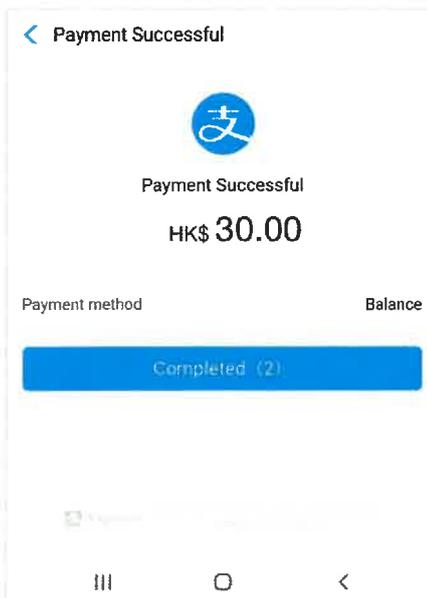
eClass



5. Payment Successful

Payment successful, users may check the paid amount.

Users will be directed back to eClass Parent App after the count down.





Pay directly in ePaymenton eClass Parent App (Not by Payment Notice)

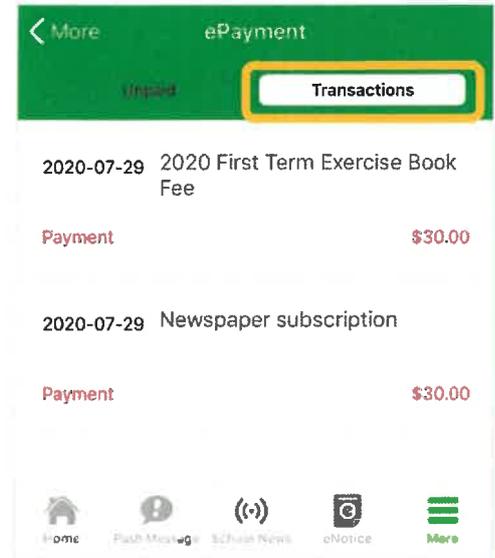
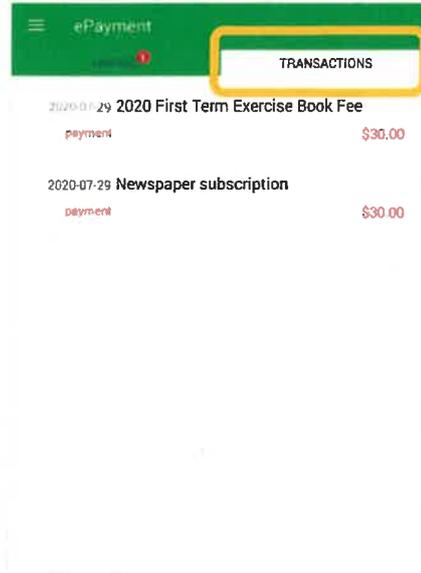


android



iOS

6. Check transactions



eClass App Installation

Ho Lap College (Sponsored by Sik Sik Yuen)
Regulations of Using Personal Lockers

1. Students should read this document carefully and obtain consent from parents before applying for the use of the personal lockers.
2. All lockers are the property of the school. The loan period lasts for one academic year (For S.1-S.5: Early September to May; S.6: Early September to February). All lockers should be cleared and returned before the specified date.
3. Only learning materials and personal belongings are allowed in the lockers. Students should not keep valuables, dangerous goods, animals or plants in the lockers.
4. Students are only allowed to use the assigned lockers and must not alter the code number of the lockers. Swapping of lockers is prohibited.
5. Students should use the lockers at the specified time. They should not use the lockers during lessons or assemblies.
6. Students should properly use the lockers and keep them in good condition. They have to compensate for the lockers if they are found to be maliciously damaged. Students should report to the school immediately in case of irregularities like stains, malfunctions or damage.
7. In case of loss of keys, students should report to the school immediately. Students are to apply for the service of cutting off locks instead of handling it themselves.
8. Books and learning materials should be taken home before examinations and holidays.
9. To make sure students comply with the regulations, the school will carry out checking.
10. If students fail to comply with the regulations, the school has the right to terminate such usage and impose a penalty based on the seriousness of the irregularities.

Rules and Regulations in PE Lessons

(I) PE Uniform

All students must wear the school PE uniform to attend PE lessons.

- (1) Summer uniform : House T-shirts, dark blue pants with either a 'H L C' or '可立' logo.
Winter uniform : PE tracksuits with a 'Ho Lap' logo.
Students are advised to refer to the uniform sample.
- (2) Socks : White socks
- (3) Shoes : White sports shoes. (Sports shoes used for indoor areas should be worn in the school hall)
- (4) Remarks :
 - (a) Summer wear is only allowed during PE lessons.
 - (b) A full set of winter wear could be worn as a proper uniform.
- (5) Swimming wear :
 - (a) Boys : Dark swimming trunks with dark blue swimming caps.
Girls : Traditional one-piece swimming costumes with dark blue swimming caps.
 - (b) Swimming caps and House T-shirts must be worn.
 - (c) Swimming goggles are allowed.
 - (d) Slippers are allowed in the pool area.

(II) Appearance

- (1) Hair : Tied properly with rubber bands or hair clips.
- (2) Nails : Trimmed properly to avoid injuries.
- (3) Accessories : All sorts of accessories are not allowed.

(III) Changing time and place

- (1) Students should get changed during recess if they will attend PE lessons after recess.
- (2) For other PE lessons, the PE teacher will allow appropriate time for students to get changed. Students are expected to finish within the time limit so as to attend the lessons punctually.
- (3) All students should get changed in either the Boys' Changing Room or the Girls' Changing Room.

(IV) Notes on handling personal belongings

- (1) Students should put all their personal belongings including wallets, watches and mobile phones in a secured locker.
- (2) They should put their clothes in the Changing Room at the Covered Playground.

(V) Sick leave

- (1) Students who do not feel well could apply for a sick leave with a parent's letter, which states the student's name, class, date of leave and reason of leave.
- (2) Students who fail to attend PE lessons for more than two weeks due to health reasons should attach a doctor's certificate in the parent's letter.
- (3) Students who are unfit to attend PE lessons due to health reasons should attach a doctor's certificate in the parent's letter at the beginning of the school term.
- (4) Students who feel sick in the middle of PE lessons should inform the PE teacher immediately. They

may either stay in the Medical Room to rest in serious cases or stay with the whole class to listen to the teacher. They are not allowed to leave on their own.

- (5) Students who are unfit to attend swimming lessons due to health conditions should still be present in the swimming venues with the PE teacher. They should wear PE uniform.
- (6) On rainy days, students are still required to bring their PE uniform or swimming wear to get ready for PE lessons.

(VI) Participation in sports activities

All F.1 to F.5 students must join at least one event or serve as officials (including uniform groups or prefects) on Sports Days.

(VII) Assessments

Assessment criteria for S.1 to S. 6 students:

- (1) Attendance and discipline % (Full marks would be awarded to students whose attendance reaches 80%, those who are absent or not following class rules would receive a mark penalty of 3 marks.)
- (2) Assessment of skills and techniques : 50%
- (3) Fitness test : 20%

(VIII) Discipline

- (1) Students should line up before and after class as instructed by the PE teacher.
- (2) Students should be attentive and abide by the rules and instructions set by the PE teacher.
- (3) In case students cannot attend PE lessons if they are sick or forget to bring their PE uniform, the PE teacher would instruct students at his/ her discretion:
 - to submit lesson notes, summarizing warm-up exercises, main skills and techniques and group practices;
 - to do other tasks the teacher deems appropriate;
 - not to do any sports activities without the teacher's permission.
- (4) Students are not allowed to eat and drink or leave the lesson area without the teacher's permission.

(IX) Punishment

A verbal warning will be given to students and it will be filed if they break any rules listed above. A demerit will be recorded if three times of verbal warning are given; a minor offence will be recorded if three times of demerit are recorded. Terms are subject to the teacher's discretion in case of special situations.

Consent Form Sample

不論參加與否也須填寫
All are required to fill in
the form regardless of
participation or not

Warm Reminder:

1. HKID number and
Issue date are necessary
必須提供香港身份證號
碼及簽發日期

2. Copy of Other ID
document are necessary
(if applicable)
其他身份證件，必須提交
副本(如適用)

3. Signature, contact no.
and date are necessary
必須簽署及填寫聯絡電
話及日期

2023/ 24 季節性流感疫苗學校外展 (免費) 計劃- 中學
注射式疫苗

填寫注意事項:
● 請仔細閱讀第一至第三部分的資料。請用黑色或藍色原子筆以正楷填寫適當的部分，並在合適的 內加上「✓」號。
● 如同意接種，請只填寫第四部分 (同意書)
● 如不同意接種，請只填寫第五部分 (不同意書)，請勿同時填寫第四部分及第五部分。

(如同意接種) 第四部分 **同意書 - 注射式疫苗** (請家長填妥後交回學校)

(一) 學生資料
學校名稱: **可立中學 (齋色園主辦)**
班別: **1A** 班號: **2** 性別: 男 女

學生姓名[中文] (請依照身份證明文件填寫)
姓: **陳** 名: **大文**
學生姓名[英文] (姓氏先行, 名字隨後)
姓: **CHAN** 名: **TAI MAN**
出生日期: **15** 日 / **02** 月 / **2012** 年

(二) 身份證明文件
請填寫以 (i) 或 (ii)
(i) 香港身份證號碼: **S 123456** (**7**) 及
簽發日期: **04** 日 / **03** 月 / **23** 年
(ii) 其他身份證明文件, 請註明
類別: **通行證**
號碼: **Q1234567890**
並必須隨同意書附上該身份證明文件的副本

(三) 疫苗接種記錄
貴子女是否曾經接種流感疫苗? **★**
 是, 最近一次接種日期: **12** 月 / **2022** 年
 否

(四) 接種同意書
● 本人已閱讀及明白附頁第一至第三部分流感疫苗接種資料的內容, 包括禁忌症和收集個人資料的用途聲明, 及 **同意** 小兒/ 小女 (左附資料) 接種衛生署安排之 2023/ 24 年度流感疫苗, 並同意學校提供相關資料予衛生署安排的疫苗接種隊作核對之用 (如有需要)。
 本人聲明小兒/ 小女 (左附資料) 並沒有附頁第二部分所述的任何禁忌症。 **★**

家長/ 監護人簽署: **Ming** **家長個人資料**
家長/ 監護人姓名: **WONG SIU MING**
家長/ 監護人身份證明文件及號碼:
 香港身份證號碼: **D 234567** (**8**)
 其他身份證明文件, 請註明
類別: _____
號碼: _____
與學生關係: 父 母 監護人
家長/ 監護人聯絡電話: **9123 4567**
簽署日期: **07** 日 / **09** 月 / **2023** 年

請注意:
(i) 如 貴子女 (適用於已簽署同意書的學生) 在此疫苗接種外展隊接種前已接種 2023/ 24 年度流感疫苗, 請立即通知學校。
(ii) 如 貴子女錯過了在學校的接種日, 將不會再安排去學校接種疫苗。請到疫苗資助計劃下的私家診所接種疫苗。

(如不同意接種) 第五部分 **不同意書 - 注射式疫苗** (請家長填妥後交回學校)

學生姓名[英文] (姓氏先行, 名字隨後):
姓: _____ 名: _____
班別: _____ 班號: _____ 性別: 男 女

第六部分 以下資料 **只由提供疫苗接種的醫護人員填寫**

有為學生接種流感疫苗
 沒有為學生接種流感疫苗, 原因是學生:
 缺課 拒絕接種 身體不適 其他 (請註明: _____)

接種職員簽署: _____
已配對醫生姓名: _____ 醫生
外展日期: _____

SIVSO_S_A4_Sec
最後更新: 2023 年 4 月

請填妥所有資料
Please fill in ALL
information

請勿剪走
Don't cut away