

槟城韩江中学
PENANG HAN CHIANG HIGH SCHOOL
2020 年度行政历/ANNUAL ACTIVITIES SCHEDULE

第一学期上课日/1st term school days: 2/1/2020 - 13/3/2020 (11 周)、23/3/2020 - 23/5/2020 (9 周)

第二学期上课日/2nd term school days: 8/6/2020 - 24/7/2020 (7 周)、3/8/2020 - 20/11/2020 (16 周)

周次 Week	日期 Date	星期 Day	活动摘要 Activity	负责单位 Dept. Responsible
1	2/1 - 5/1	四 Thu	新学年开学—处理班务 First Day of School- Handle Class Matters	班导师 Form Teachers
		四 Thu	呈交挥春比赛及书法比赛细则、题目及报名表格 (报名截止日期: 10/1) Submission: R&R of the Chinese Couplet Contest & Chinese Calligraphy Contest (Deadline of Registration is on 10/1)	教务处/ 书法&华文学会/ 科主任 Studies Dept./ Calligraphy& Chinese Language Society/ Subject Head
		四 Thu	呈交三语演讲比赛细则及报名表格 (报名截止日期: 18/1) Submission: R&R of Three Languages Elocution Contest (Deadline of Registration is on 18/1)	教务处 /英语中心 各语文学会 Studies Dept./HCEC/ Language Societies
		四 Thu	全校学生集会 (1.30 p.m) Assembly (1.30 p.m.)	教务处/ 训导处/ 联课处 Studies Dept. / Discipline Dept./ Co-Curriculum Dept.
		四 Thu	新生联课/体育活动讲座 (礼堂) Co-Curriculum /Physical Education Seminar (Hall)	联课处 Co-Curriculum Dept.
		五 Fri	高中三统考选科说明会 UEC Registration Briefing (Senior 3 Students)	教务处/升学辅导处 Studies Dept./ Career Counselling Dept.
2	6/1 - 11/1	一 Mon	个人照拍摄(新生、毕业生、结业生) Photographing Session-Individual (New students and graduates)	教务处 Studies Dept.
		一 Mon	班导师检查学籍资料 Form teachers check students' particulars	班导师/教务处 Form Teachers/ Studies Dept.
		二 Tue	开始布置新春布告栏 Commencement of Chinese New Year Notice Board Decoration	联课处 Co-Curriculum Dept.
		二 Tue	联课活动开始 Commencement of Co-Curriculum Activities	联课处 Co-Curriculum Dept
		四 Thu	初中三统考报名选科说明 UEC Registration Briefing (Junior 3 Students)	教务处 /升学辅导处 Studies Dept./ Career Counselling Dept.
		五 Fri	班导师呈交学会调查表 (Form C) Submission : Society Statistic Form (Form C) to Co-Curriculum Department	联课处 Co-Curriculum Dept.

周次 Week	日期 Date	星期 Day	活动摘要 Activity	负责单位 Dept. Responsible
3	13/1 - 18/1	一 Mon	新生图书馆周 (13/1-17/1) Library Week for New Students (13/1-17/1)	图书馆 Library
		一 Mon	初一生“成为更好的自己”激励营 (礼堂) (13/1, 17/1: 8 a.m – 2 p.m) Junior One Student's "Self-Development Program" by HD Training House (Hall) (13/1, 17/1: 8 a.m – 2 p.m)	辅导与心理处 Counselling & Psychology Dept.
		四 Thu	高中与初中生激励讲座 (礼堂/体育馆) Motivational Seminar for Junior Form Students (Hall /Stadium)	辅导与心理处 Counselling & Psychology Dept.
		四 Thu	华文书法比赛 Chinese Calligraphy Contest	语言与文化学会 Language & Culture Society
		五 Fri	顾问老师与各团体执委联课培训 (2.40 p.m-3.40 p.m) Co-Curriculum Training Course for Society Advisors & Committee Members (2.40 p.m.-3.40 p.m.)	联课处 Co-Curriculum Dept
		六 Sat	全校运动会色队练习(7.30 a.m.-11.30 a.m.) Practice of All Colour Houses for Sports Day (7.30 a.m. - 11.30 a.m.)	联课处 /全体教师 Co-Curriculum Dept / All Teachers
4	20/1 - 25/1	一 Mon	全校阅读比赛开始 Commencement of Reading Contest	图书馆 Library
		一 Mon	新春布告栏比赛评分 Chinese New Year Notice Board Decorating Competition	联课处 Co-Curriculum Dept
		三 Wed	新春联欢会 (9a.m – 11a.m) (体育馆) Chinese New Year Celebration (9:00am-11:00am) (Stadium)	联课处 Co-Curriculum Dept.
		三 Wed	挥春比赛 (8a.m - 9a.m) Chinese Calligraphy Contest (8:00am-9:00am)	书法学会 Calligraphy Society
		四 Thu	农历新年学校假期 (23/1 - 28/1) Chinese New Year (School Holidays) (23/1- 28/1)	语言与文化学会 Language & Culture Society
5	27/1 - 1/2	二 Tue	农历新年特假 (28/1) Chinese New Year Special Holiday (28/1)	
		四 Thu	公布奖助学金受惠学生名单 Announcement: Names of Recipients of Scholarship	校长 Principal
6	3/2 - 8/2	四 Thu	呈交各团体执委及会员名单予联课处 Submission: Name list of Uniform Units' Members & Committees to Co-Curriculum Department	学会顾问 Society Advisor
		四 Thu	火警演习 Fire Drill	行政处 Admin. Dept.
		五 Fri	水灾演习 Flood Drill	行政处 Admin. Dept.
		五 Fri	呈交全年学会活动计划表 (Form A2) Submission: Annual Activities Schedule of Societies (Form A2)	学会顾问/主席 Society Advisor/Chairman
		六 Sat	大宝森节 Thaipusam	

周次 Week	日期 Date	星期 Day	活动摘要 Activity	负责单位 Dept. Responsible
7	10/2 - 15/2	一 Mon	呈交 (i) 华语辩论初赛细则、题目及报名表格 (ii) 高中国语论坛比赛细则及报名表格 备注：报名截止日期为 28/2 Submission: R&R of (i) Chinese Debating Contest (ii) BM Forum Contest Remarks : Deadline of Registration is on 28/2	各语文学会/ 科主任 Language Societies/ Subject Heads
		一 Mon	拍摄学会团体/ 班级照 (礼堂)(10/2 至 12/2) Photographing Session (Societies/Classes) (Hall) (10/2 to 12/2)	教务处/毕联会 Studies Dept./ Graduation Committee
		一 Mon	科任老师呈交考试卷给科主任 Submission: Exam Papers to Subject Head	教务处/科主任 Studies Dept. /Subject Head
		一 Mon	呈交书法比赛作品 Submission : Chinese Calligraphy Contest's Works	书法学会 Calligraphy Society
		三 Wed	科主任呈交考卷到教务处 Subject heads hand in exam papers to Studies Dept.	教务处 /科主任 Studies Dept./Subject Head
		四 Thu	英语演讲决赛 English Language Elocution Contest (Final)	教务处/英语中心 Studies Dept./HCEC
8	17/2 - 22/2	一 Mon	与姐妹校宽柔中学交流计划开始报名 (17/2-21/2) Registration of Students Exchange Programme with Foon Yew High School(Sister School) (17/2-21/2)	外事办公室 External Affairs Dept.
		六 Sat	全校运动会色队练习 (7.30 a.m- 10.30 a.m) Practice of All Colour Houses for Sports Day (7.30 a.m. to 10.30 a.m.)	联课处/全体教师 Co-Curriculum Dept /All Teachers
		六 Sat	奖助学金颁发仪式(8.30 a.m - 9.30 a.m) (礼堂) Scholarship Presentation Ceremony (8.30 a.m. to 9.30 a.m.) (Hall)	校长/教务处 Principal /Studies Dept.
		六 Sat	家教协会常年大会 (10.30a.m -12p.m) (礼堂) PTA Annual General Meeting (10.30 a.m. to 12 p.m.) (Hall)	校长/家教协会 Principal/PTA
9	24/2 - 29/2	一 Mon	呈交三语作文比赛细则及题目 Submission: R&R of Three Languages Elocution Contest	科主任 Subject Heads
		一 Mon	学生作业检查 (24/2-28/2) Inspection of students' exercise books (24/2 - 28/2)	教务处/科主任 Studies Dept./Subject Head
		四 Thu	国语演讲决赛 Malay Language Elocution Contest (Final)	教务处/国文科主任 Studies Dept. / Malay Language Subject Head

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9	24/2 - 29/2	五 Fri	色队老师呈交运动会选手名单 Submission : Athlete Name List to PE Dept.	色队老师 House Teachers
		五 Fri	考试说明会 Guidelines on Examination	教务处 Studies Dept
10	2/3 - 7/3	三 Wed	英语中心考试 (MPH) (2/3 - 4/3) HCEC Exam. (MPH) (2/3 - 4/3)	教务处/英语中心 Studies Dept./HCEC
11	9/3 - 14/3	一 Mon	第一学期期中考(9/3-13/3) (礼堂 / 体育馆) 1st Semester Mid Term Examination (9/3 - 13/3) (Hall / Stadium)	教务处 Studies Dept
		六 Sat	第一学期第一阶段假期 (14 /3-21/3) 1 st Semester Mid Term School Holidays (14/3 – 21/3)	
12	16/3 - 21/3	一 Mon	联课培训营 (16/3 和 17/3) (室内体育馆/草场) Co-curriculum Training Camp (16/3 & 17/3) (Stadium / Field)	联课处 Co-Curriculum Dept
		一 Mon	假期联课/体育团体培训 (16/3 和 17/3) Holiday Training for Societies (16/3 & 17/3)	联课处 Co-Curriculum Dept
13	23/3 - 28/3	一 Mon	成立教师节工委 Setup Teachers' Day Organising Committee	训育处 Discipline Dept.
		二 Tue	高、初中组英语辩论决赛 Senior & Junior Final Round English Debate Competition	英语中心 HCEC
		六 Sat	韩江中学义跑/义卖会 HCHS Jogathon/Food Fair	联课处 Co-Curriculum Dept
14	30/3 - 4/4	一 Mon	韩江中学义跑/义卖会特假 Special Holiday for HCHS Jogathon/Food Fair	
		二 Tue	输入第一学期期中考分数及呈交成绩分析表 (9a.m 之前) Key in the 1 st Semester Mid Term Exam Results & Hand in the Analysis (before 9 a.m.)	教务处 Studies Dept.
		二 Tue	语文科作文比赛 (31/3-2/4) Essay-Writing Competitions (31/3 - 2/4)	科主任 Subject Head 教务主任 Dean of Studies
		三 Wed	科任老师呈交高二 IGCSE 班预考考卷给科 主任 (华文科和国文科) Subject Teachers Submit Senior 2 IGCSE Trial Exam Question To Subject Head (Chinese Subject and BM Subject)	科主任/教务处 Sub Head, Studies Dept
		四 Thu	华语即席演讲决赛 Chinese Language Elocution Contest (Final)	教务处/华文科主任 Studies Dept. /Chinese Language Subject Head
		四 Thu	校庆预演 (礼堂 /体育馆) School Anniversary Celebration Rehearsal (Hall /Stadium)	联课处 Co-Curriculum Dept.
		五 Fri	科主任呈交高二 IGCSE 班预考考卷到教务 处 (华文科和国文科) Subject Head Submit Senior 2 IGCSE Trial Exam Question To Studies Dept (Chinese Subject and BM Subject)	科主任、教务处 Sub Head, Studies Dept

周次 Week	日期 Date	星期 Day	活动摘要 Activity	负责单位 Dept. Responsible
14	30/3 - 4/4	六 Sat	清明节 All Soul's Day	
15	6/4 - 11/4	一 Mon	宽柔中学姐妹校交流活动 (6/4 - 10/4) Students Exchange Programme (Foon Yew High School) (6/4 - 10/4)	外事办公室 External Affairs Dept.
		三 Wed	升学营 (礼堂/MPH) Education Camp (Hall /MPH)	升学辅导处 Career Counselling Dept.
		五 Fri	初中三 IGCSE 班升高说明会 Education Talk (Junior Three IGCSE Classes)	教务处 Studies Dept.
16	13/4 - 18/4	一 Mon	科任老师呈交考试卷给科主任 Submission: Exam Papers to Subject Head	教务处/科主任 Studies Dept./ Subject Head
		一 Mon	华语辩论初赛 (13/4 - 30/4) Preliminary round : Chinese Debating Contest (13/4 - 30/4)	科主任 /华文学会 Subject Head Chinese Language Society
		二 Tue	高二 IGCSE 班预考 (华文和国文科) Senior 2 IGCSE Class Trial (Chinese Subject and BM Subject)	教务处 Studies Dept.
		三 Wed	科主任呈交考试卷到教务处 Submission: Exam Papers to Studies Dept.	教务处 Studies Dept.
		四 Thu	初二生“性教育讲座”(MPH 及韩大课室) (9.30 a.m -2 p.m) (16/4 和 17/4) Junior Two Student's "No Apologies Program" by Focus on Family Sdn Bhd (MPH & HCUC Lecture Hall) (9.30 a.m. - 2 p.m.) (16/4 & 17/4)	辅导与心理处 Counselling & Psychology Dept.
		四 Thu	高中国语论坛决赛 Bahasa Malaysia Forum Contest	国文学会/ 马来文科主任 Malay Language Society / Subject Head
17	20/4 - 25/4	三 Wed	运动会彩排及预赛 Rehearsal for Sports Day & Preliminary Round	联课处 Co-Curriculum Dept.
		四 Thu	世界书香日(书展) (23/4 和 24/4) World Book Day (Book Fair) (23/4 & 24/4)	图书馆 Library
		六 Sat	运动会 Sports Day	训育处/联课处 Discipline Dept./ Co-Curriculum Dept.
18	27/4 - 2/5	一 Mon	运动会特假 Special Holiday for Sports Day	
		二 Tue	学生作业抽查(28/4 - 30/4) Inspection of students' exercise books (28/4 - 30/4)	教务处 Studies Dept.
		三 Wed	呈交作文比赛作品 Submission of Three Languages Essay Competition's Works	教务处 Studies Dept.
		五 Fri	呈交上半年联课分数 (计算至 30/4) Submission of 1 st Semester Co-Curriculum Marks to Co-Cu Dept(calculate until 30/4)	学会顾问 Society Advisor

周次 Week	日期 Date	星期 Day	活动摘要 Activity	负责单位 Dept. Responsible
18	27/4 - 2/5	四 Thu	考试事项说明会 Guidelines on Examination	教务处 Studies Dept.
		五 Fri	劳动节 Labour Day	
19	4/5 - 9/5	一 Mon	IGCSE 考试 (4/5 至 10/6) IGCSE Examination (4/5 - 10/6)	教务处 Studies Dept.
		一 Mon	呈交各班级操行分数 Submission of 1 st Semester Conduct Marks	班导师 / 训育处 Form Teachers /Discipline Dept.
		二 Tue	英语中心考试(4/5 至 6/5) (MPH) HCEC Exam (4/5 ~ 6/5) (MPH)	教务处/英语中心 Studies Dept./HCEC
		四 Thu	卫塞节 Wesak Day	
		六 Sat	新生课程说明会/学术及联课展(礼堂) Curriculum Talk / Education & Co-Curriculum Fair (Hall)	校长/行政处 Principal/ Admin Dept.
20	11/5 - 16/5	二 Tue	年中考(礼堂和体育馆) (12/5, 13/5, 14/5, 15/5, 18/5, 19/5) Mid-Year Examination (Hall & Stadium) (12/5, 13/5, 14/5, 15/5, 18 /5, 19/5)	教务处 Studies Dept.
21	18/5 - 6/6	三 Wed	教师节 (体育馆) Teachers' Day (Stadium)	训育处/联课处 Discipline Dept./ Co-cu Dept.
		六 Sat	第一学期第二阶段假期 (23/5 - 6/6) Mid-Year School Holidays (23/5 - 6/6)	
		日 Sun	开斋节 (24/5 和 25/5) Hari Raya Puasa (24/5 & 25/5)	
		三 Wed	假期联课/体育团体培训 (3/6 至 5/6) Holiday Training for Societies (3/6 - 5/6)	联课处 Co-curriculum Dept.

Remark : The schedule may be subject to change under certain circumstances.