Li Cheng Uk Government Primary School
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**Special Notice: 42/2026-27** 20.10.2026

**Details of Beijing Joint School Exchange Tour**

Dear Parent/ Guardian,

Thank you for supporting your child/ward in the Joint School Exchange Tour to Beijing, China. The details are as follows:

A. Itinerary:

| Date | Time | Place | Dress Code & Personal Belongings |
|---|---|---|---|
| 27/10/2026 | 5:30 a.m. sharp | Meet at LCU & take coaches to Hong Kong International Airport | 1. HKID / Permit / Passport with China Visa<br>2. Light brown or green down jacket<br>3. School winter jacket with fleece jacket<br>4. School winter PE uniform (2 sets)<br>5. White sports shoes<br>6. Girls should tie their hair up with green rubber bands<br>7. A scarf (If necessary)<br><br>Personal Belongings for overnight<br>1. Underwear/ long underwear<br>2. Pyjamas<br>3. Any personal medicine<br>4. A water bottle<br>5. A suitcase<br>6. A small backpack for daily use<br>7. Tissues / A Towel<br>8. Masks (If needed)<br><br>➢ **All uniforms shall be clearly labelled with the students' names for identification purposes.** |
| | 8:30 a.m. | Flight CA108 to Beijing | |
| | PM | Visit Juyongguan Great Wall | |
| | | Dinner | |
| | | Reflection & sharing session | |
| 28/10/2026 | 6:30 a.m. | Breakfast | |
| | AM | Visit Yuanmingyuan Ruins Park | |
| | 12:00 noon | Lunch | |
| | PM | Visit The Palace Museum | |
| | | Dinner | |
| | | Reflection & sharing session | |
| 29/10/2026 | 6:30 a.m. | Breakfast | |
| | AM | Visit National Library of China | |
| | 12:00 noon | Lunch | |
| | PM | Ancient Book Restoration Experience | |
| | | Visit Olympic Park (Bird's Nest & Water Cube) | |
| | | Dinner<br>Reflection and Farewell with teachers and students of Sister School | |
| 30/10/2026 | 6:30 a.m. | Breakfast | |
| | AM | Visit Temple of Heaven Park | |
| | 12:00 noon | Lunch | |
| | 4:45 p.m. | Flight CA107 to Hong Kong | |
| | 9:30 p.m. | Dismissal at LCU<br>**(Subject to the arrival time of the flight)** | |

- The order of the itinerary will be changed according to the actual situation.

B. Things to note:

1. The reporting time on 27 October 2026 is **5:30 a.m. sharp**.
   **(Latecomers will go to the airport 2 hours before the flight takes off by themselves. No fees will be refunded if you miss the flight.)**
2. The school will provide transport to and from the airport.
3. HKID card/Passport/Permit/Visa should be photographed and stored on your mobile phone for future reference.
4. Students should respect the values and cultural customs of different regions.
5. Students should follow the team for activities and cannot leave the team without the teachers' permission.
6. Students are not allowed to leave the hotel during their stay.
7. Students are not allowed to bring headphones or Bluetooth earphones.
8. Students should bring their water bottles.
9. Students should lower their volume during the visit or on the flights.
10. Students should keep the environment clean.
11. Students should bring some commonly used medicines in case of an emergency.
12. Students could bring pocket money (not more than RMB300).
13. Students are responsible for their personal belongings and valuables.
14. **Mobile phones are mainly used for photography and communication. Students should refrain from playing mobile games during the trip.** Teachers reserve the right to confiscate mobile devices if students do not follow teachers' instructions.
15. **If parents need to reach their children, please do so between 9:00 p.m. and 10:00 p.m. each evening. During the day, students are expected to focus on their studies and interactions with others; mobile phones are collected after the teachers' room checks at 10:00 p.m. We kindly ask parents to be mindful of these communication hours, ensuring that both teachers and students have sufficient time to rest.**
16. If you've purchased a Hong Kong SIM card with roaming for your child, **please set it up on their phone before departure so you can contact them via WhatsApp if needed**. If your child needs to use the mainland network, **please download and log in to WeChat for them in advance so they can stay in touch.**
17. **The PowerPoint of the briefing session has been uploaded to the school website.** Parents and students can review it for more details before departure.
18. Parents can purchase additional, comprehensive personal travel insurance according to their child/ward's personal needs to deal with emergencies, such as shortening the trip, loss of luggage and personal belongings, etc.
19. **The official travel documents should be submitted on or before 21 October 2026 (Wednesday). Teachers will keep them for students throughout the whole trip.**
20. **Before departure, if a student's body temperature exceeds 37.5 degrees, he or she should not travel with the group.** He or she should seek medical attention, follow the doctor's advice and submit the doctor's certificate to the teacher-in-charge for further action. **The school will not file claims with the insurance company for students who withdraw from the exchange program without a doctor's certificate, and the fees paid will not be refunded.**
21. There will be no refund for withdrawal due to personal reasons. A student can apply for a refund only if the request is made before the commencement of the tour due to illness, provided a registered medical certificate is submitted indicating that the student is being granted sick leave on 27 October 2026. The medical certificate must be submitted on or before 21 October 2026. **Students who withdraw from the tour must also pay additional fees incurred due to the withdrawal. If the time is too urgent and there is no substitute student, the paid fees of the student who withdraws after the confirmation of the air ticket will not be refunded. The visa fee will not be refunded either.**

Yu King Tsz

(Mr YU King Tsz)
Headmaster

## Reply Slip

## Details of Beijing Joint School Exchange Tour

Special Notice No.: 42/2026-27

Date: _____

Dear Headmaster,

I have read Special Notice No. 42/2026-27 dated 20.10.2026 and fully understand its content.

1) ☐ a) My child/ward's health is in good condition and fit for the trip. He/She **would attend** the Exchange Tour to Beijing. The way of my child/ward going home after the visit on 30/10/2026:

☐ Go Home alone ☐ Picked up by parents/guardians at LCUGPS

b) The way of My child/ward goes home after school on **normal school days**:

☐ Go Home alone ☐ Picked up by parents/guardians at LCUGPS

☐ Take the school bus (Bus No. _____)

☐ My child/ward **will / will not** bring his/her mobile phone during the trip.

The contact number is _____

2) ☐ My child/ward's health is not in good condition. He/She will not attend the Exchange Tour. **A doctor's certificate is attached for your further action.**

Student's name : _____ Class: P._____(____)

Parent's / Guardian's Signature:_____ Emergency Tel. Number:_____

Parent's/ Guardian's Name:_____

** Remark: Please " ✓ " the appropriate box*