



**The Arrangements for the Parent Manager Election 2024-2026
Hong Kong Baptist University Affiliated School Wong Kam Fai
Secondary and Primary School**

The Committee of Parent Manager Election previously issued a notice regarding the nomination and schedule for the 2024-2026 Parent Manager election. As of November 8, 2024, the Election Committee has received one valid nomination for the secondary section and three valid nominations for the primary section.

According to the “Parent Manager Election Arrangements” (Notice No. PTA2325-23A), the candidate for the secondary section will be automatically elected as the Parent Council member (Secondary) for the 2024-2026 term, while the position for the Parent Council member (Primary) for the 2024-2026 term will be filled through an election.

Parents can refer to the attachment for the list of candidates and their platforms. Below are the arrangements for the distribution of ballots and voting:

1. Election Procedure

1.1. Voting Date

- 1.1.1. Each A-Family is allowed to cast one vote in this election.
- 1.1.2. Each A-Family will receive one ballot for the Parent Council election and one envelope. **The ballots for both primary and secondary sections will be distributed to students through their class teachers on November 27, 2024 (Wednesday).**
- 1.1.3. All ballots must be **returned between November 28 and 29, 2024**. Parents can choose to:
 - a. Personally return the ballot to the collection box located outside the main administrative office on the G/F of the secondary section (for the secondary section); *or*
 - b. Return the ballot to the collection box located in the general office on the 1/F (for the primary section). The submission time is from 8 a.m. to 5 p.m.
- 1.1.4. Parents may also return the ballot with the help of your children. For the secondary section, ballots can be returned to the collection box outside the main administrative office on the G/F. (submission time from 8 a.m. to 5 p.m.), or given to the class teachers for the primary section (submission time from 8 a.m. to 8:25 a.m.).

***Ballots submitted after the deadline or those not returned through students, or ballots not personally submitted by parents, will be considered invalid.*

1.2. Voter Eligibility

- 1.2.1. All parents or guardians of currently enrolled students at the school are eligible to vote. This includes the guardians of the student as well as individuals who may not be the student's parent or guardian but are actually responsible for the care of the student. All eligible voters will have equal voting rights.
- 1.2.2. All parents or guardians have equal voting rights. Each household is allowed to cast one vote in this election. Each parent of a student, regardless of how many children they have studying at the school, is entitled to only one vote. If more than one ballot is submitted, any additional ballots will be considered invalid.



2. Voting Method

- 2.1. To ensure the fairness of the election, voting will be conducted anonymously.
- 2.2. If there are two or more children enrolled at the school, the ballot will only be issued to the youngest sibling.
- 2.3. Each ballot will be stamped with the school's seal. To maintain fairness and integrity, ballots will not be reissued for any reason; therefore, parents are advised to keep them safe. (Photocopies are not valid)
- 2.4. Parents must fold the ballot into a letter form and place it in the designated envelope by November 29, 2024 or earlier. It should then be deposited in the ballot box or returned to the class teacher (for the primary section) without being opened, so that it can be handled and counted by the Election Committee.

Ballot and Ballot Envelope Design

Ballot

投票	候選人	相片
小學部候選人		
	P1 趙健邦先生 (4B 趙貝西) 家長	
	P2 羅欣皓先生 (1E 羅皓弘) 家長	
	P3 黃嘉玲女士 (3D 鍾柏聰) 家長	

Ballot Envelope

特設信封 Sample:

香港浸會大學附屬學校王錦輝中小學校董會
家長校董選舉投票表格

請確定:

- 1 張選票摺好及放入此特設的信封內。
- 特設信封封口
- 於 2024 年 11 月 29 日 17:00 前經學生交回學校/或親自交回中/小學部
收集箱 (早上 8 時至下午 5 時); 逾期無效。

多謝各位家長支持是次選舉, 踴躍投票。

Please ensure that you keep the ballot after receiving it, read the voting instructions carefully, and correctly fill out the ballot according to the procedures outlined above.

Information about the candidates and their platforms has also been uploaded to our PTA website (www.hkbuaspta.org.hk) for your reference. To provide parents with a better understanding of the candidates, the Election Committee will hold an "Online Briefing for Parent Member Election 2024-2026" on November 25, 2024 (Monday). We sincerely invite all parents to attend.

Time: 7:00 p.m. - 7:30 p.m.
Zoom Meeting ID: 741-086-0213



We sincerely hope that all parents will support this election and actively participate in the voting.

If you have any inquiries, please email the Parent-Teacher Association: info@hkbuaspta.org.hk (Please specify the student's name, class, and contact number.)

16th Parent-Teacher Association
November 15, 2024

Reply Slip Ref:PTA2325-23G
(Please kindly select and sign the eNotice based on individual student on or before Wednesday, 20 November, 2024)

I acknowledge the arrangements for the Parent Manager Election 2024-2026.

- I wish to attend the “Online Briefing for Parent Manager Election 2024-2026”.
- I will not be able to attend the “Online Briefing for Parent Manager Election 2024-2026”.

Student Name : _____

Parent's Signature : _____

Class No. : _____

Parent's Name : _____

Parent's Contact No. : _____

Date : _____