

明愛屯門馬登基金中學  
Caritas Tuen Mun Marden Foundation Secondary School

獎懲計劃  
Award and Punishment Scheme

獎勵項目		Award items	優點 Merit	小功 Minor Credit	大功 Major Credit
行為表現 Conduct	拾遺不昧	Honesty (Reporting lost properties to teachers)	✓	✓	
	勇於舉報, 糾正歪風	Righteousness (Reporting misbehaviours to teachers)	✓	✓	
活動 School Activities	協辦活動, 表現良好	Good performance in coordinating activities	✓		
	協助老師, 表現良好	Good performance in assisting teachers	✓		
	協助賣旗, 表現良好	Good performance in Flag-selling	✓		
	參與學會, 表現積極	Active participation in Club Activities	✓		
	為學會幹事, 服務良好	Well performed as Club Committee	✓	✓	
	參與義工服務, 表現積極 熱心公益	Active participation in voluntary work Enthusiasm (Actively involved in charity)	✓		
服務 School Services	為領袖生, 值勤率高	Prefect with high attendance rate	✓		
	為領袖生, 服務良好	Well performed in Prefect Team	✓	✓	
	為領袖生隊長, 服務良好	Well performed as Head Prefect		✓	
班會 Class Services	為班長, 服務良好	Well performed as Monitor/Monitress	✓	✓	
	為班會幹事, 服務良好	Well performed as Class Club Committee	✓		
	熱心班務	Enthusiasm (Actively involved in class affairs)	✓		
其他 Others	為學生會幹事, 服務良好	Well performed as Student Union Committee	✓	✓	
	為社幹事, 服務良好	Well performed as House Committee	✓	✓	
	為學科科長, 服務良好	Well performed as Subject Leader	✓		
	為同輩小導師, 貢獻良多	Well performed as Peer Tutor	✓		
體育 Sports	參與校隊, 表現積極	Active participation in School Team	✓		
	為校出賽, 表現出色	Outstanding performance in inter-school competitions	✓		
	為校出賽, 取得獎項	Winning prizes in inter-school competitions		✓	

優點 Merit	小功 Minor Credit	大功 Major Credit	缺點 Black Mark	小過 Minor Demerit	大過 Major Demerit
+ 4 分 marks	+ 12 分 marks	+ 36 分 marks	- 4 分 marks	- 12 分 marks	- 36 分 marks
飛躍學生獎勵計劃 Good Performance in Flying Merit Award Scheme				最高 Maximum + 15 分 marks	

懲罰項目		Punishment items	缺點 Black Mark	小過 Minor Demerit	大過 Major Demerit	
考 勤	Attendance	5次遲到	5 times of lateness	✓		
		蓄意遲到	Intended lateness for school	✓	✓	
		留堂/補課缺席	Absence from Detention / Tutorial	✓		
		曠課/考試曠課	Truancy/Absence from Examination	✓	✓	✓
		擅離學校	Early Leave without Prior Approval	✓	✓	
儀 容	Appearance	校服不合規格	Improper School Uniform	✓	✓	
		頭髮不合規格	Improper Hair Style	✓	✓	
		配帶飾物	Wearing Accessories	✓	✓	
		儀容不當	Improper Grooming	✓	✓	
上 課 文 儀 用 品	Learning Materials & Stationery	欠功課	Failure to Submit Homework	✓		
		抄襲功課	Copying assignment of others	✓		
		讓同學抄襲功課	Facilitating others to copy his/her assignment	✓		
		屢欠課本或筆記	Repeated failure to bring textbook or handouts	✓		
		屢欠上課用品	Repeated failure to bring learning materials to class	✓		
		屢欠體育服	Repeated failure to bring PE Uniform	✓		
		攜帶妨礙上課物品回校	Bringing unauthorized items to school	✓		
作 弊	Decep- tion	默書作弊	Cheating in dictation	✓		
		測驗作弊	Cheating in test	✓	✓	
		考試作弊	Cheating in examination	✓	✓	
不 守 秩 序	Misbehaviour	考試不守秩序	Misbehaviour in examination	✓	✓	
		操場不守秩序	Misbehaviour in playground	✓	✓	
		排隊不守秩序	Misbehaviour in queue	✓	✓	
		不守課室秩序	Misbehaviour in Classroom	✓	✓	
		破壞課室秩序	Breaking class rules	✓	✓	
		擅離課室	Leaving Classroom without teacher's permission	✓	✓	
		上課擅自往洗手間	Using WC during the lesson without teacher's permission	✓	✓	
對 人 態 度	Attitude to Teachers & Schoolmates	違抗命令/不遵從老師指示	Disobedience to teachers	✓	✓	
		對老師不敬	Wilful insolence to teacher(s)	✓	✓	
		欺騙老師	Deceiving Teacher(s)	✓	✓	
		侮辱老師	Humiliating Teacher(s)	✓	✓	✓
		欺侮同學	Bullying	✓	✓	
		惡意作弄同學	Intended teasing/bullying to schoolmate(s)	✓	✓	
嚴 重 違 規 行 為	Serious Violation of School Rules	粗言穢語	Using vulgar language	✓	✓	
		糾黨生事	Participating in gangs and causing disturbances	✓	✓	✓
		知情不報	Failure to report misbehaviour	✓		
		校內吸煙	Smoking in school		✓	
		校外吸煙	Smoking outside school		✓	
		藏有香煙	Possession of Cigarette(s)		✓	
		藏有打火機	Possession of Lighter		✓	
		打架	Fighting	✓	✓	✓
		打同學	Violence against others	✓	✓	✓
		行為粗野,危害同學	Offensive behaviour against schoolmates	✓	✓	✓
		破壞公物	Destruction of School Properties	✓	✓	
		毀壞同學物品	Destruction of Schoolmates' Properties	✓	✓	
		擅取公物	Unauthorized Acquisition of School Properties	✓	✓	
		擅取同學物品	Unauthorized Acquisition of Schoolmates' Properties	✓	✓	✓
		偷竊	Stealing	✓	✓	✓
		賭博	Gambling	✓	✓	
向同學索取金錢	Threat of extortion of money	✓	✓	✓		
其 他	Others	校內行為不檢	Misbehavior in school	✓	✓	✓
		校外行為不檢	Misbehavior outside school	✓	✓	✓
		電話滋擾他人	Phone Disturbances to others	✓	✓	
		違規使用手提電話	Unauthorized Use of Mobile Phone	✓		
學 校 行 政	School Administration	冒家長簽名/校方文件/ 老師簽名	Forging the signature of Parents/ School/Teacher	✓	✓	
		多次欠帶體溫紙	Repeated Failure to Present Body Temperature Record Sheet	✓		