



25th April, 2018

Dear Parents/Guardians,

Second-term Parents' Meeting

In order to enhance the communication between parents and teachers and help parents understand the learning progress of their son or daughter, Parent's Meeting will be held on 12th May, 2018 (Saturday). The meeting details are as follows:

- Parents should arrive at school according to the notice. (the session with '✓')
- Parents will meet the class teachers in their son's / daughter's classroom. If students come back school with their parents, they should wear school uniforms.
- If parents cannot come to school, please fill in the table in the reply-slip
- Please return the reply-slip before 27th November, 2018 (Friday).

Meeting Table					
Session 1		9:00 – 9:30	Session 5		11:00 – 11:30
Session 2		9:30 – 10:00	Session 6		11:30 – 12: 00
Session 3		10:00 – 10:30	Session 7		12:00 – 12:30
Session 4		10:30 – 11:00	Session 8		12:30 – 1:00

Yours faithfully,
Mr. So Wai Ming
Principal

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《 Reply-slip 》 (17-153)

I have read the 'First-term Parents' Meeting' notice, and I * will / will not attend the conference.

If parents cannot come to school, please fill in the part.
Please call me at _____ (time) on _____ (Date).
Parent's/Guardian's: _____ Mobile phone No: _____

Class () Student's Name : _____

Parent's/Guardian's Signature : _____

*Please delete whichever is not applicable.