



Dear Parents/ Guardians:

5th March, 2021

Distribution of Tablets

The supplier will distribute the tablets on 10th March, 2021 (Wednesday). We will arrange for parents to come to school to collect the items on that day. For those who are not able to come, the school will open the box and check the device on your behalf. Details are as follows:

Class	Time	Venue
1A、1B	10:00-10:30	School Hall
2A	10:30-11:00	
2B、2C	11:00-12:30	
3A、3B、3C、3D	1:30-2:00	
4A、4B、4C、4D、4E	2:00-2:30	
P.5、P.6	/	Tablets will be distributed during school hours.

Yours faithfully,
Mr. Chan Chun Wah
Principal

Reply Slip

(20-087E)

Dear Principal,

The content of your circular (20-087E) about “**Distribution of Tablets**” has been noted.

- * I **will** come to school to check and collect the tablet.
 I **will not** be available on that day. The school will check the item on my behalf.

Class () Student's Name : _____ ()

Parent's/Guardian's Signature : _____

Phone No. : _____

Date : _____

*Please tick as appropriate.