



Dear Parents/Guardians,

22nd November, 2021

First Semester Parents' Day

To strengthen communication between parents and the school, the school will continue to hold two Parents' Days this year. The Parents' Day of the first semester will be held on Saturday, 4th December, 2021 from 9 a.m. to 1 p.m. Parents are required to come to school to meet with the class teacher according to the scheduled time, to understand students' situation at school and at home, exchange teaching methods, and distribute the midterm exam report card of the first semester. Details of the arrangements for Parents' Day are as follows:

- Local parents please arrive school within the time period with ✓ in the following meeting schedule;
- If parents of cross-border students are unable to come to school, the class teacher will contact them via phone to discuss the student's learning situation;
- Parents are required to scan the QR code (posted at the main entrance of the school) using the "LeaveHomeSafe" app before entering the school. The meeting venue for parents will be the classroom of the student's class. Please go to the classroom with your children (required to wear proper school uniform) to meet with the class teacher;
- If parents are unable to meet the class teacher at school for some reason, please specify the contact date, time and phone number in the reply slip, the class teacher will contact parents via phone to notify the meeting time;
- Please fill in the reply slip and return it to the class teacher before Wednesday, 24th November, 2021.

Yours faithfully,
Mr. Chan Chun Wah
Principal

Meeting Schedule					
1 st period		09:00 - 09:30	5 th period		11:00 - 11:30
2 nd period		09:30 - 10:00	6 th period		11:30 - 12:00
3 rd period		10:00 - 10:30	7 th period		12:00 - 12:30
4 th period		10:30 - 11:00	8 th period		12:30 - 13:00

Reply Slip

(21-055E)

Dear Principal,

I have understood the circular "First Semester Parents' Day" and * will / is unable to meet the class teacher at school within the scheduled period (____ period) on 4th December, 2021 (Saturday).

Parents who are unable to come to school as scheduled and need to change the meeting time, please fill in this form.
Please call and contact me on _____ at _____ a.m. / p.m.
Parent name: _____ Phone number: _____

Class () Student Name : _____

Parent's/Guardian's Signature : _____

Date : _____

* Please tick ✓ as appropriate.