

29th Jan., 2010

**SHUNG TAK CATHOLIC ENGLISH COLLEGE CIRCULAR#91 2009-10**

Dear Parents,

**Parents Day**

1. Parents Day is scheduled for 7<sup>th</sup> February (Sunday). Parents are cordially invited to the school to collect their child's Interim Examination Report Card. Please come at the time allocated to you as indicated below.

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> 09:00 – 09:20 | <input type="checkbox"/> 09:20 – 09:40 | <input type="checkbox"/> 09:40 – 10:00 |
| <input type="checkbox"/> 10:00 – 10:20 | <input type="checkbox"/> 10:20 – 10:40 | <input type="checkbox"/> 10:40 – 11:00 |
| <input type="checkbox"/> 11:00 – 11:20 | <input type="checkbox"/> 11:20 – 11:40 | <input type="checkbox"/> 11:40 – 12:00 |
| <input type="checkbox"/> 12:00 – 12:20 | <input type="checkbox"/> 12:20 – 12:40 | <input type="checkbox"/> 12:40 – 13:00 |

2. Students should be in proper school uniform and attend the Parents Day with their parents. For parents who cannot come to school to collect the Report Card on the 7<sup>th</sup> February, alternative arrangements must be made with the class teacher. Parents must collect the Report Card in person. An appointment should be made with the class-teacher.
3. There will be a school holiday after this event on 8<sup>th</sup> February 2010 (Monday). School resumes on the 9<sup>th</sup> February 2010 (Day 6).

Please sign and return the Reply Slip on 1<sup>st</sup> February to the class teachers to show that you have read the contents of this circular.

Yours sincerely,

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Ms Lau Fung-yi Lucia  
Principal

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Reply Slip

**SHUNG TAK CATHOLIC ENGLISH COLLEGE CIRCULAR#91 2009-10**

**Parents Day**

I have read and understand the contents of Circular#91 and

- will** attend the Parents Day.
- will not** attend the Parents Day, and will contact the class teacher for an alternative appointment.

Parent's Signature: \_\_\_\_\_

Student's name: \_\_\_\_\_

Class: \_\_\_\_\_ ( )

Date: \_\_\_\_\_