

E.L.C.H.K. Hung Hom Lutheran Primary School

Our Ref.: 2021N80

Date: 25<sup>th</sup> Nov, 2021

**2021-2022 First Term P.1-5 Parent's Day**

Dear Parents/ Guardians,

The school has organized a Parent's Day on 11<sup>th</sup> December, 2021 (Saturday). The aim is to promote parent-teacher communication and to provide parents with their child(ren)'s academic progress and information regarding primary to secondary school transition. This year's first examination report cards will be distributed on the day. Please sign the reports and return them to the class teacher on or before 14<sup>th</sup> December, 2021 (Tuesday). The reports will be returned to the students after a record has been made. If the report is lost, you will need to fill in an application form at the school office and submit it with an administrative fee of \$10 to apply for a copy of the academic report.

The class teacher has assigned a time slot for each student which is listed below. Students should wear their formal school uniform and accompany their parents back to school on the day. In case of late arrival, parents will need to wait for the class teacher to complete their appointments with other parents before meeting with them. Parents are welcome to discuss their child(ren)'s behavior and academic progress in school and at home. The first examination papers will also be available for checking from 8:15 am to 12:45 pm at the school hall. Parents may go to the school hall to check their child(ren)'s paper if needed.

Please sign the notice and return it back to the class teacher on or before 29<sup>th</sup> November, 2021. If you have any inquiries, please don't hesitate to contact Miss Lui Ka Ling at 2712 1543. We look forward to hearing from you.

**Note: Please bring this notice to school on the Parent's Day**

Student Name: \_\_\_\_\_ ( ) P. \_\_\_\_\_

Meeting Venue: \_\_\_\_\_ Floor Room \_\_\_\_\_

Meeting Time: \_\_\_\_\_ a.m. / p.m.



Yours faithfully,

Miss. W. Y. Yick  
Headmistress

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Reply Slip

Our Ref: 2021N80

Dear Headmistress Yick,

This is to acknowledge receipt of the school notice 2021N80. I have read and understood the content of "First Term P.1-5 Parent's Day".

Parent's signature: \_\_\_\_\_

Name of student: \_\_\_\_\_

Class: \_\_\_\_\_ (     )

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

(80)