



**ST. LOUIS SCHOOL**

Circular No. 158 (16/17)

11<sup>th</sup> January, 2017

Dear Parents/Guardians,

**Re: Parents' Day**

Our Parents' Day this year will be held on 21<sup>st</sup> January, 2017 (Saturday). You are kindly requested to attend with your child at the time scheduled below to collect his Mid-year Examination Report and discuss with the Class Teacher his academic performance in school. Please make use of this golden opportunity to exchange views with the Class Teacher concerning your child's conduct and application.

Our Social Worker will be available from 8:00 a.m. to 1:30 p.m. in the Social Worker's Room (Room A005a) on the ground floor (near the School Chapel) for consultations and advice.

Please return the following reply slip to the Class Teacher on or before 18<sup>th</sup> January, 2017 (Wednesday). We hope you will make every effort to attend the meeting with the Class Teacher.

Yours faithfully,

YU Lap Fun  
Principal

Name of Student: \_\_\_\_\_ Class: \_\_\_\_\_ No. \_\_\_\_\_

Date of interview: **21<sup>st</sup> January, 2017 (Saturday)**

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

Venue: \_\_\_\_\_

Please remind your child to attend the meeting in full school winter uniform.

N.B. If you are not able to attend at the scheduled time, please contact the Class Teacher to arrange another make-up meeting.

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**Reply slip**

**Re: Parents' Day**

Dear Principal,

As the parent/guardian of student \_\_\_\_\_ (Class \_\_\_\_ No \_\_\_\_),  
I shall be **\*able/ unable** to attend the Parents' Day at the appointed time.

Signature of Parent/Guardian : \_\_\_\_\_

Name of Parent/Guardian : \_\_\_\_\_

Parent/Guardian Contact Number : \_\_\_\_\_

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

\* Please delete as appropriate.