14th February, 2017

Dear Parents/Guardians,

RE: S4/5 English Remedial Class

Based on your son's English Language Mid-year exam results, I am writing to inform you that you son has been chosen to attend the English Language remedial class in the second and third term. The course aims at patching what your son has learnt in the first term by providing them with some basic strategies to cope with the demanding HKDSE exam, in which the results of two languages are set at a higher level (Level 3).

Your son is expected to make use of this good opportunity to revise the skills gained in the language lessons. It is hoped that students can build their confidence and skills in using English to tackle their daily academic study. Grammar, sentence patterns, reading skills and vocabulary will be the main focuses of this class.

Please note that this class is compulsory and your son's attendance will be important to their future success in English Language examination.

Details of the course are as follows:

	S4	S5	
Date:	23 Feb	24 Feb	
(Thurs for S4, Fri for S5)	2, 9, 16, 23, 30 March	3, 10, 17, 24, 31 March	
	27 April	28 April	
	4, 11, 18 May	5, 12, 19 May	
Time:	1:00 p.m 1:30 p.m.	1:00 p.m 1:30 p.m.	
Venue:	To be confirmed	To be confirmed	
Tutors:	S4 English Teachers	S5 English Teachers	

Please return the following reply slip to your son's English teacher on or before 17th February, 2017 (Friday). Thanks for your attention.

	······	(Mr. Ho Lawrence) for the Principal		
	Reply Slip : S4/5 English Remedial Class			
Dear Principal,				
I *would/would not allow my son the captioned class.	Cla	ass S4/5	() to attend
	Signature of Parent/Guardia	an :		
	Name of Parent/Guardian	:		
	Date	:		

^{*} Please delete as appropriate.