



ST. LOUIS SCHOOL
Circular No. 301 (17-18)

10th July 2018

Dear Parents/Guardians,

Re: Post-Exam Consolidation Measures to Support Under-Achieving Students

This is to inform you that, having analyzed the examination results, the academic performance of your son/charge falls short of expectations. Please note that a set of supplementary exercises will be provided to consolidate what he should have gained in this scholastic year. Your son/charge is obliged to complete **ALL** the exercises and submit them by **22nd August 2018** to the school office. To facilitate the start of the consolidation and provide them with necessary support, your son/charge is requested to stay at school for 2 days. Details are given as follows:

Date: 12th – 13th July 2018
Time: 8:45 a.m. – 12:00 noon
Venue: MMLL

This consolidation measure is by no means considered a penalty. Instead, it serves to summarize a student’s learning process and rebuild his academic confidence through guidance and support. Please sign the reply slip below and return it to the school office by 12th July 2018. Should you have any enquiries, please contact Mr. LO Chi Wing or Mr. LAM Ho Yeung at 2546 0117.

Yours faithfully,

(Administrative Affair Team)
for Principal

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Reply slip

Re: Post-Exam Consolidation Measures to Support Under-Achieving Students

Dear Principal,

I have read and noted the content of the circular. I will remind my son/charge _____ Class _____ (No. _____) to submit all the supplementary exercises and attend school on time as stated.

Signature of Parent/Guardian : _____

Name of Parent/Guardian : _____

Emergency Contact Number : _____

Date : _____