DELIA MEMORIAL SCHOOL (BROADWAY)

Notice to Parents / Guardians

25th November 2009

Dear Parents / Guardians.

After School English Tutorial for S1 Students

To develop better English through individual attention and improve classroom learning, English tutorial will be organized for S1 students emphasizing on writing skills and the usage of grammar. Details are as follows:

Date:	Every Monday & Wednesday, 30th November – 16th December 2009
Time:	3:40pm – 4:20pm
Venue:	Rm 201 (1D Classroom)
Tutor:	Ms Alka Sharma 1. a PhD student at The University of Hong Kong 2. 13 years of teaching experience with secondary school students
Teacher in-charge:	Ms Wong MC

Your child / ward has been selected for participating the above tutorial. Please sign on the reply slip and return it to teachers-in-charge on or before Thursday, 26th November 2009. Please also instruct your child / ward to attend the tutorial on time. Thank you for your attention.

Yours faithfully,

Dr. K.P. Chan
Principal

Reply Slip (PN_0910_079)

Date: _____

Dear Principal,

I acknowledge receipt of your letter and I will instruct my child / ward to attend the English tutorial on time.

Student's Name: _____ Class (Class no): _____ ( )

Parent's Name: _____ Parent's Signature: _____