

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians4th September, 2018

Dear Parent / Guardian,

S3-S4 Phonics Study Course 2018 -2019

Your child / ward _____ of Class ____ () will take part in the Phonics Study Course at school. It can improve his / her English and also useful in studying other subjects.

Students who are admitted to this course have to:

- pay \$200 course fee;
- report immediately to Ms. Cheng Nga Man Nichola and submit the doctor's certificate and parent's letter to her on the following day, if he/she is absent on the lesson;
- be hardworking and submit homework on time;
- reach at least 80% of attendance can be refunded \$200 course fee.

Date	Time	Room
Sep: 27 th Oct: 4 th , 11 th Nov: 15 th , 22 nd , 29 th Dec: 6 th , 13 th Jan: 3 rd (Thursday)	3:45 – 5:15	217A

If you allow your child / ward to join the above course, please remember to instruct him / her to attend the lessons punctually. Please also return the Agreement Form to Ms. Cheng Nga Man Nichola not later than 7th September, 2018. Thank you for your attention.

Yours faithfully,



K.C. Lo
Principal

**Reply slip (PN_1819_013)**

Re: S3-S4 Phonics Study Course 2018 -2019

Date: ____ September, 2018

Dear Mr. Lo,

I hereby confirm that I have read and fully understood the above course and I agree my child/ward _____ of Class: ____ () to take part in the Phonics course and pay \$200 for the course fee. I will instruct him / her to attend the lessons punctually.

Signature: _____

Name of Parent / Guardian: _____