

**DELIA MEMORIAL SCHOOL (BROADWAY)**Notice to Parents / Guardians10<sup>th</sup> December, 2018

Dear Parent / Guardian,

**X'mas Party**

Please be informed that Christmas & New Year Holidays will fall from 21<sup>st</sup> December 2018 to 2<sup>nd</sup> January 2019 inclusive. Normal class will resume on Thursday, 3rd January, 2019. There will be a Christmas Tea Party for each class on Thursday, 20<sup>th</sup> December, 2018 from 9:00 a.m. to 11:00 a.m. Each student is asked to contribute not more than \$50.00 for the party. Kindly encourage your child / ward to participate in the party by returning the reply slip and money to the class teacher on or before Friday, 14<sup>th</sup> December, 2018. Please note that all our clerical, teaching and administrative staff will not accept gifts from students at Christmas or at any other time.

Please note that students who are late for more than half an hour will not be allowed to enter the school and they will be counted as absent. Besides, students with inappropriate dress code will not be allowed to attend the party. Parents of these students will be informed and they will be asked to go home instead.

Yours faithfully,




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 K.C. Lo  
Principal

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**Reply Slip (PN\_1819\_116)**
Re: X'mas Party

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

Dear Mr. Lo,

It has come to my knowledge of the arrangement of Christmas & New Year Holidays and my child / ward \_\_\_\_\_ of S \_\_\_\_ ( ) will participate in the Christmas Tea Party.

Signature: \_\_\_\_\_

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