

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians20th May, 2019

Dear Parent / Guardian,

Graduation Ceremony

This is to inform you that our Graduation Ceremony 2018-2019 will be held at our school gymnasium on Thursday, 6th June, 2019 at 3:00 p.m.

As your child is a helper, he / she is requested to be present for the ceremony at 1:00 p.m. in full school uniform or team uniform.

Yours faithfully,



K.C. Lo
Principal

(Please return the reply slip to General Office on or before Thursday, 23rd May, 2019.)

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Reply Slip (PN_1819_217)

Re: Graduation Ceremony (Helper)

_____, 2019

Dear Principal,

Thank you for your letter dated 20th May, 2019. I will remind my child _____
of S_____ () to attend the ceremony.

Yours faithfully,

Parent / Guardian

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians20th May, 2019

Dear Parent / Guardian,

Graduation Ceremony

This is to inform you that our Graduation Ceremony 2018-2019 will be held at our school gymnasium on Thursday, 6th June, 2019 in the afternoon.

Therefore, school will finish at 12:00 noon on that day.

Yours faithfully,



K.C. Lo
Principal

(Please return the reply slip to General Office on or before Thursday, 23rd May, 2019.)

✂

Reply Slip (PN_1819_217)Re: Graduation Ceremony (Holiday)

_____, 2019

Dear Principal,

Thank you for informing me about the arrangement on your graduation ceremony on Thursday, 6th June, 2019.

Yours faithfully,

Name of Student: _____ Class: _____

Parent / Guardian