

**DELIA MEMORIAL SCHOOL (BROADWAY)**Notice to Parents / Guardians4<sup>th</sup> September 2019

Dear Parents / Guardians,

**S3 Form Assembly-- Parents' Invitation**

We value the role of parents in our students' education and personal growth. In light of this, we would like to invite you to this year's first S3 Form Assembly, where you can learn about what we are doing for your child at Broadway. This will help you to understand further your child's learning environment and assist you to tailor your active support towards them.

**Speakers include:**

<b>Mr Lo Ka Chi</b>	<b>– Principal</b>
<b>Mr Wong Chau Wai</b>	<b>– Discipline Master</b>
<b>Mr Kot Kwok Chiu</b>	<b>– Head of Students' Affairs</b>
<b>Ms Cheung Wing Shan</b>	<b>– Academic Mistress</b>
<b>Mr Wong Chun Man</b>	<b>– Extracurricular Activities Master</b>

The assembly will take place on **Monday 23<sup>rd</sup> September at 8:35 a.m.** Please let us know if you will be able to come and indicate how seats you may require by completing the reply slip below and returning it to the school by **13<sup>th</sup> September**.

Thank you for your time and consideration. We look forward to seeing you!

Yours faithfully,



K.C. Lo  
Principal

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**Reply Slip (PN\_1920\_013)**

Re: S3 Form Assembly-- Parents' Invitation

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

Dear Mr. Lo,

I WILL/ WILL NOT be able to attend the S3 Form Assembly **Monday 23<sup>rd</sup> September at 8:35 a.m.**  
I require \_\_\_\_\_ seats for parents.

Name of Parent / Guardian: \_\_\_\_\_ Parent's / Guardian's Signature: \_\_\_\_\_  
Parent's / Guardian's Contact No. \_\_\_\_\_

Name of Student: \_\_\_\_\_ Class \_\_\_\_\_ ( )