

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians5th December 2019

Dear Parent / Guardian,

Christmas & New Year Holidays

Please be informed that Christmas & New Year Holidays will fall from 22nd December 2019 to 5th January 2020 inclusive. Normal class will resume on Monday, 6th January 2020. There will be a Christmas Tea Party for each class on Friday, 20th December 2019 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 Wednesday, 11th December 2019. 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,



K.C. Lo
Principal

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Reply Slip (PN_1920_103)

Re: Christmas & New Year Holidays

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: _____