

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians8th October 2020

Dear Parent / Guardian,

Individual Tutorial 2020 -2021

Your child / ward _____ of Class _____ () will take part in the Individual Tutorial at school. It can improve his / her study.

Students who are admitted to the tutorial have to:

- report immediately to Mr. Yuen Siu Ki or Ms. Dong Xin and submit the doctor's certificate and parent's letter to him / her on the following school day, if he / she is absent on the lesson;
- be hardworking and submit homework on time;

Date	Time	Venue
12-Oct-2020 to 4- June- 2021 (Every Monday)	2:15 pm – 3:45 pm	Room 217A

If you allow your child / ward to join the above tutorial, please remember to instruct him / her to attend the lessons punctually. Please also return the Agreement Form to Ms. Dong X. not later than 12 October 2020. Thank you for your attention.

Yours faithfully,



K.C. Lo
Principal

**Reply slip (PN_2021_025)**

Re: Individual Tutorial 2020 -2021 (Monday)

Date: ____ October, 2020

Dear Mr. Lo,

I hereby confirm that I have read and fully understood the above tutorial and I agree my child / ward _____ of S _____ () to take part in the tutorial. I will instruct him / her to attend the tutorials punctually.

Name of Parent / Guardian: _____ Signature: _____

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Date	Time	Venue
12-Oct-2020 to 4- June- 2021 (Every Tuesday)	2:15 pm – 3:45 pm	Room 217A

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Yours faithfully,



K.C. Lo
Principal

**Reply slip (PN_2021_025)**

Re: Individual Tutorial 2020 -2021 (Tuesday)

Date: ____ October, 2020

Dear Mr. Lo,

I hereby confirm that I have read and fully understood the above tutorial and I agree my child / ward _____ of S _____ () to take part in the tutorial. I will instruct him / her to attend the tutorials punctually.

Name of Parent / Guardian: _____ Signature: _____

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Date	Time	Venue
12-Oct-2020 to 4- June- 2021 (Every Wednesday)	1:30 pm – 3:00 pm	Room 217A

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Yours faithfully,



K.C. Lo
Principal

**Reply slip (PN_2021_025)**

Re: Individual Tutorial 2020 -2021 (Wednesday)

Date: ____ October, 2020

Dear Mr. Lo,

I hereby confirm that I have read and fully understood the above tutorial and I agree my child / ward _____ of S _____ () to take part in the tutorial. I will instruct him / her to attend the tutorials punctually.

Name of Parent / Guardian: _____ Signature: _____

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Date	Time	Venue
12-Oct-2020 to 4- June- 2021 (Every Thursday)	2:15 pm – 3:45 pm	Room 217A

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Yours faithfully,



K.C. Lo
Principal

**Reply slip (PN_2021_025)**

Re: Individual Tutorial 2020 -2021 (Thursday)

Date: ____ October, 2020

Dear Mr. Lo,

I hereby confirm that I have read and fully understood the above tutorial and I agree my child / ward _____ of S____() to take part in the tutorial. I will instruct him / her to attend the tutorials punctually.

Name of Parent / Guardian: _____ Signature: _____

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Date	Time	Venue
12-Oct-2020 to 4- June- 2021 (Every Friday)	2:15 pm – 3:45 pm	Room 217A

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Yours faithfully,



K.C. Lo
Principal

**Reply slip (PN_2021_025)**

Re: Individual Tutorial 2020 -2021 (Friday)

Date: _____ October, 2020

Dear Mr. Lo,

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Name of Parent / Guardian: _____ Signature: _____