

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians2nd January, 2024

Dear Parent / Guardian,

3E VA Make Up Lesson for Exam Project


We would like to inform you of a scheduled make-up class for Visual Arts, arranged due to a number of student's unfinished exam artwork project. It is crucial that they finish their work as it comprises of 60% of their exam marks. The information is as below:

| | |
|----------------------------|--|
| Date: | 4 th January, 2024 (Thursday) |
| Time: | 4:00p.m. to 5:30p.m. |
| Venue: | Art Room |
| Teacher-in-charge : | Ms. Grace |

Please remind your child / ward to attend the lessons punctually. To help maintain the attendance and discipline, **a light demerit** will be given if students have been **absent without a parent's letter and a doctor's certificate**. Please sign the e-Notice through the eClass system on or before **3rd January, 2024**.

Thank you for your attention.

Yours faithfully,



K.C. Lo
Principal

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Reply Slip (PN_2324_165)

Date: _____

Re: 3E VA Make Up Lesson for Exam Project

Dear Principal,

I understand the details of the VA Make Up Lesson. I will instruct my child / ward

_____ of S _____ () to be punctual.

Name of the Parent / Guardian: _____ Signature: _____