

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians

18th December, 2025

Dear Parent / Guardian,

Extra Drama Club Rehearsal

In order to prepare for the upcoming Drama Festival, we are going to arrange extra drama rehearsal sessions for your child/ward. Please refer to the timings below. We hope that students can make good use of the time to prepare for the approaching Drama Festival.

Date:	23 rd December 2025 (Tuesday)
Organizer:	Delia Memorial School (Broadway)
Venue:	Delia Memorial School (Broadway) - Rm 223AB (2/F)
Gathering Place / Time:	Delia Memorial School (Broadway) - Rm 223AB (2/F)/ 9:00 a.m.
Dismissal Place / Time:	Delia Memorial School (Broadway) - Rm 223AB (2/F) / 1:00 p.m.

Please remind your child/ward to attend the training punctually. To help maintain the attendance and discipline, **a light demerit** will be given if students have been **absent twice without a parent's letter and a doctor's certificate.**

Please sign the E- notice **on or before 20th December 2025**, and remind your child / ward to attend the activity punctually and beware of safety. Thank you for your kind attention.

Yours faithfully,



K.C. Lo
Principal

Reply Slip (PN_2526_142)

Date: _____

Re: Extra Drama Club Rehearsal

Dear Principal,

I agree my child / ward _____ () of S _____ to take part in the practice.

Name of Parent / Guardian: _____

Signature of Parent / Guardian: _____

Parent's/Guardian's contact details: Phone number: _____ (home), _____ (mobile)