

**PAOC Ka Chi Secondary School**  
加拿大神召會嘉智中學  
**School Circular No. 21 (2017-2018)**  
家長通告第二十一號 (二零一七至二零一八年度)  
**【Parents Day】**  
**【家長日】**

4 January 2018

Dear Parents of \_\_\_\_\_ (Name) \_\_\_\_\_ (Class),

Our school is going to hold the first Parents Day of this school year on 3 February 2018 (Saturday), and you are cordially invited to attend. The schedule of that day is as follows:

Time	Programme
9:00 a.m. – 1:00 p.m.	Class teachers meeting with parents, distributing statements of results and exchanging ways of nurturing children

You are kindly requested to meet with the class teacher at the following time slot with a “✓”. If you are not available during that time slot, please indicate the time most suitable to you on the reply slip, and have the slip returned on 12 January 2018 (Friday).

Slot 1	09:00~09:30	Slot 5	11:00~11:30	Slot 9	
Slot 2	09:30~10:00	Slot 6	11:30~12:00	Slot 10	
Slot 3	10:00~10:30	Slot 7	12:00~12:30	Slot 11	
Slot 4	10:30~11:00	Slot 8	12:30~13:00	Slot 12	

To have better interflow between class teachers, parents and students, students SHOULD attend the interview together with their parents in winter school uniform. You may also indicate in the reply slip if you want to arrange a special interview with the Principal, the Vice-principal, the Discipline master or the Guidance master.

You are also welcomed to visit our school on any day, but please do make an appointment beforehand, so that we can make suitable arrangements.

Yours faithfully,



Principal Wong Wai Keung

敬啟者：

本校於二零一八年二月三日(星期六) 舉行家長日，歡迎各家長蒞臨，是日之程序如下：

時 間	內 容
上午九時至下午一時	班主任面見各家長、派發成績表及交流教導方法。

敬請 班別：( ) 學生姓名：( ) 家長於下表有「✓」號之一段時間內到校會面，屆時請依時出席。如時間不便，請於回條上填寫最方便之到校時間，並於一月十二日(星期五)將回條交回。

第一段	09:00~09:30
第二段	09:30~10:00
第三段	10:00~10:30
第四段	10:30~11:00

第五段	11:00~11:30
第六段	11:30~12:00
第七段	12:00~12:30
第八段	12:30~13:00

第九段	
第十段	
第十一段	
第十二段	

為了班主任、家長及學生有更好的交流，學生必須穿著冬季校服陪同家長出席，一同會見班主任。如有需要，家長亦可在回條上「✓」選約見校長、副校長、訓導主任或輔導主任。

本校除邀請各位家長於家長日蒞臨學校外，平日亦歡迎抽暇到校會談，但請先行預約，以便作適當安排。

此致

貴家長

校長



黃偉強謹啟

二零一七年十二月十八日

## 【 Reply Slip 回條 】

Please hand in this reply slip to the class teacher on 12 January, 2018 (Friday)

請於二零一八年一月十二日(星期五)將此回條交回有關班主任。

Dear Principal,

Having received School Circular No.21 on Parents Day, I have made the following decision:

敬覆者：

頃接家長通告第二十一號，藉悉 貴校於二月三日(星期六)舉行家長日，本人

- I will attend the interview as scheduled in the time slot \_\_\_\_\_  
將會按編定時間第( )段出席時間面見。
- I am not available at the scheduled time slot, and would like to change it to time slot \_\_\_\_\_  
將不能按編定時間出席，並將於在第( )段出席時間面見。
- I cannot attend the Parents Day  
未能抽空出席家長日。
- I want to make a special arrangement with the following person:  
希望約見以下人士：
- Vice-Principal Miss Tan Sze Chi                      陳思慈副校長
  - Vice-Principal Miss Chan Choi Ha                      陳彩霞副校長
  - Discipline Master Mr. Lo Chi Kin                      老志堅訓導主任
  - Guidance Master Miss Lam Fung King                      林鳳瓊輔導主任

此覆

加拿大神召會嘉智中學校長

Name of Student	學生姓名	_____
Class	班別	_____
Class Number	學號	_____
Name of Parent	家長姓名	_____
Signature of Parent	家長簽名	_____
Date	日期	_____