

30 August 2011

Dear Parents/Guardians,

**Miscellaneous Things at the Beginning of Term**

As a new school year is commencing, please be reminded of the following:-

1. School commencement date: 1<sup>st</sup> September 2011 (Thursday)  
(Pupils have to put on neat and tidy uniforms when they report to school)
2. School hours: Monday to Friday, 7:50am-3:30pm (No school on Saturdays)
3. Lunch hour: 12:35pm-1:20pm (45 minutes)
4. For lunch, (i) pupils may not go home  
(ii) parents may bring pupils' lunch to school, or  
(iii) pupils may bring their lunch boxes, or  
(iv) lunch boxes may be ordered from Flourishing Catering Management Co. Ltd. Fees have to be paid one week in advance on monthly bases through the China Bank or by cheque. Order form and pay-in slip/cheque have to be submitted to the class teacher. (In case of sickness, please phone the company directly for cancellation of the lunch boxes, so relevant fees will be refunded.)
5. Summer School uniform:  
Daily uniform — Boys: White short sleeves shirt with green striped collar and a school badge on the left, white socks and black leather shoes  
Girls: Green striped dress with a school badge on the left, white socks and black leather shoes  
PE uniforms — Boys and Girls: Light blue T-shirts with deep blue shorts, white socks and white sports shoes
6. For new pupils, please hand in the following:-
  - (i) previous original immunization record card
  - (ii) 2 photos (For those who will take photos on 16/9 that arranged by the school may hand in the photos later) # Primary 6 pupils also have to hand in 2 photos, 1 for Graduation Certificate and 1 for school record.
7. A pupil's photo has to be stuck on the page for pupil's particulars in the handbook and parents have to give their specimen of signature on that page (a loose sheet printed by the school).
8. Please complete the reply slip on the next page and ask the pupil to bring it to the class teacher on 1 September 2011.

Should you have any inquiry, please contact the undersigned at 2757 0490 or other school staff. They are all willing to help.

Thank you very much for your kind attention and I wish your child a successful year with us.

Yours faithfully,

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(TAM Wai-chun)  
Headmistress

**Reply Slip**  
(11/12/01)

**Class No. (    )**

\_\_\_ September 2011

Dear Principal,

- My child will  bring his/her own lunch,  
 order lunch boxes through the school,  
 have the lunch I bring every day.

- When school closes, my child will  go home by himself/herself,  
 be picked up by me,  
 take the following school van home,  
 Mr Shek     Mrs Chan     Mrs Wong

(Appropriate boxes are ticked)

Pupil's Name: \_\_\_\_\_  
In \_\_\_\_\_ (class)

Parent's / Guardian's Signature: \_\_\_\_\_

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(11/12/01)

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