

KIANGSU-CHEKIANG COLLEGE (SHATIN)

Ref. No.: 30 (F.4 and F.5)

May 6, 2017

Dear Parents

F.4 and F.5 Summer Tutorials

To align with the teaching schedule of the senior secondary curriculum and enable our F.4 and F.5 students to have a comprehensive understanding of the subject contents, master the examination tactics and get well-prepared for the Hong Kong Diploma of Secondary Education Examination, summer tutorials are scheduled to be held during the Summer Holidays from July 13 to 15 and August 14 to 22, 2017 and are to be conducted by subject teachers. The attached is the time-table of the summer tutorials.

You are kindly requested to consider the schedule of the summer tutorials when planning for your child's activities during the Summer Holidays and encourage your child to attend the relevant summer tutorials. Please complete and return the attached reply slip to the Class-teacher via your child on or before Friday, May 12, 2017. Should there be any enquiries, you are welcomed to contact the School at 26972179.

Yours faithfully

WONG CHONG YEE
Principal

Remarks:

1. Students are required to wear their summer uniforms and bring the books as well as relevant learning materials to attend the tutorials.
2. Students applying for sick leave or under special circumstances should inform the General Office by their parents/guardians on or before 9:00 a.m. on the day of absence. A parent's/guardian's letter of explanation together with relevant documents like a medical certificate, if any, should be submitted on the next tutorial day.
3. Except under special circumstances, students taking leave without school's approval will be considered truancy and dealt with according to the school regulations.

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Reply Slip

To: The Principal
Kiangsu-Chekiang College (Shatin)

Dear Sir

I acknowledge receipt of your notice regarding the F.4 and F.5 Summer Tutorials to be held during the Summer Holidays from July 13 to 15 and August 14 to 22, 2017 and assure that my child will attend the relevant tutorials on time.

Name of student: _____

Class: _____

Signature of parent: _____

Name of parent: _____

Date: _____