

Dear Parents,

Circular No.39
Tutorial Classes during Summer Vacation

The school has arranged some tutorial classes for S4-S5 students during the summer vacation as listed on the timetable. Students who are late for school should report to the School Office and return the late reply slip to the teacher in-charge on the next school day. Please remind your child to attend these classes according to the timetable or as instructed by the teacher. During the summer vacation, students can come back to school in decent casual wear and should observe the school rules.

If your child cannot attend any of the classes, please submit a parent's letter to the teacher concerned to seek prior approval. In case of absence due to sickness, please call the school office 15 minutes before the class starts and submit a parent's letter to the teacher concerned as soon as possible.

If the EDB announces suspension of classes, special arrangements made will be posted on the school website www.slcss.edu.hk in due course.

Yours faithfully,

Chim Yin Chu
Principal

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Reply Slip
Circular No.39 (2018-2019)
Tutorial Classes during Summer Vacation

Name : _____ Date : _____

Class : _____ ()

Dear Ms. Chim,

I understand the content of circular No.39 and will remind my child to attend the classes.

Yours sincerely,

Signature of Parent

順利天主教中學
學校通告 39 (2018-2019)
暑期補課

敬啟者：本校將安排中四至中五同學於暑假期間回校補課，學生必須依照附件時間表所列時間準時回校；遲到學生必須到校門傳達處登記，並領取「學生到校時間紀錄通知書」。通知書回條須於下一個回校日交回活動負責老師，請着 貴子弟依照時間表或老師約定的時間準時出席。暑假期間同學可穿著樸素的便服回校，並必須遵守校規。

貴子弟若因事需要請假，必須先由家長以書面向有關老師申請，老師會視乎情況決定批准與否；如因病缺席，必須於當天上課前 15 分鐘由家長致電校務處請假，並儘快呈交家長簽署之告假信予有關老師。

如遇上教育局宣佈停課，本校會作出相應安排，亦會透過學校網址 www.slcss.edu.hk 發放最新消息及安排，請家長密切留意。

此致
貴家長

順利天主教中學校長

詹燕珠謹啟

二零一九年七月九日

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回 條
學校通告 39 (2018-2019)
暑期補課

姓名：_____ 班別：_____ ()

敬覆者：貴校上述事宜已悉，本人當督促敝子弟依時回校參加補課。

此覆
順利天主教中學詹校長

家長或監護人_____ 簽署

二零一九年七月 日