



Po Leung Kuk
Lo Kit Sing (1983) College

保良局羅傑承(一九八三)中學

Cheung Hong Estate, Tsing Yi, N.T., Hong Kong

香港新界青衣長康邨

Tel: 2497 7110
Fax: 2431 1156

Dear Parents,
各位家長：

P18064

Supplementary Revision Class in Christmas Holidays
聖誕假期回校自修班


The performance of your child in first term Test was unsatisfactory. The school has arranged a Supplementary Revision Class in Christmas Holidays which requires participants to do preparation work for the first Exam in school from 9:30 a.m. to 4:30p.m. (lunch hour: 12:30 p.m. – 1:25p.m.) during 27th December, 2018 to 28th December, 2018 (Thursday to Friday). Attendance is required for all sections. Application for leave from the revision class should be supported by medical certificate and/or parent letter.

Please fill in the reply slip. Pass it to your son/daughter and ask him/her to hand it in to form teacher by 6/12/2018 (Thursday).

貴子弟於學年統測成績表現欠佳，未符要求。學校現安排 貴子弟參加聖誕假期回校自修班。同學須於 12 月 27 日至 12 月 28 日（星期四至五）上午 9 時 30 分至下午 4 時 30 分（下午 12 時 30 分至 1 時 25 分為午飯時間，學生自行安排）回到學校自修。學生須出席所有節數。若因病／因事請假，學生須提交醫生紙／家長告假信，待學校批准。敬希 貴家長督促 貴子弟回校出席，努力學習，以求達標。

敬請填妥回條，請 貴子弟於二零一八年十二月六日前交回班主任。

Po Leung Kuk Lo Kit Sing (1983) College
保良局羅傑承(一九八三)中學


Law Wing Chung, Principal 羅穎忠校長
5th December, 2018 二零一八年十二月五日



Reply Slip 回條

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I acknowledge the receipt of the above captioned circular concerning 'Supplementary Revision Class in Christmas Holidays'.

本人知悉 貴校來函有關「聖誕假期回校自修班」事宜。

Name of Student 學生姓名：_____

Class 班別：_____ CSNO 班號：_____

Name of Guardian 監護人姓名：_____

(Block Letters 中文正楷)

Signature of Guardian 監護人簽署：_____

Date 日期：_____