

8th February, 2012

Dear Parents / Guardian,

Completion Ceremony 2011 / 2012

The completion of the Secondary Education marks a watershed in your child's / ward's academic pursuit, promising to be a crescendo to their future success and further achievements in the days to come. With the school year drawing to a close, we trust you will take pride in their accomplishments and encourage them to continue to strive to be the best that they can be.

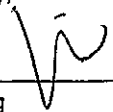
This will mark a time of celebration, we sincerely invite you and your child / ward to attend the Completion Ceremony. We appreciate your presence with your child / ward to share this joyful moment and to show your support to all the graduates.

The arrangements in respect of the ceremony will be as follows:

1. Date: 29/02/2012 (Wednesday)
2. Time: 3:00p.m. – 5:00p.m.
3. Venue: School Hall
4. Event highlights:
 - a) Speech by Principal
 - b) Presentation of prizes
 - c) Valedictory Speech by Student Representatives
 - d) Reflection by Class Representatives
 - e) Students return to the classroom

Please be reminded that students have to wear proper winter school uniform to attend the Completion Ceremony and gather at their homerooms by 3:00p.m..

Yours faithfully,


Kwok Pui Ning
Head of Student Support Division,
For Tsui Fook Keung, Head of School

Reply Slip from Parents

Please note that I have read the school notice titled "Completion Ceremony 2011 / 2012" 2011PN065a.

- I will allow my child / ward to attend the Completion Ceremony, and
I * will also / will not attend the Completion Ceremony.

Student's Name: _____ Class: _____ No.: _____

Parent's Signature: _____ Date: _____

* delete the unsuitable one

致：各位家長

2011 / 2012 年度 結業禮

中學畢業標誌著一個階段的終結，也象徵著另一個階段的開始。無論您的子女將來選擇升讀大學，或是投身服務社會，成為中學畢業生無疑是一件值得自豪的事！

因此，學校將會為應屆中六及中七級學生舉行結業禮，並誠意邀請各家長一同分享他們多年來努力的成果。結業禮安排如下：

- 一． 日期： 二零一二年二月二十九日 (星期三)
- 二． 時間： 下午三時至五時
- 三． 地點： 學校禮堂
- 四． 典禮程序：
 - 1) 校長致辭
 - 2) 頒發獎項
 - 3) 畢業生代表致辭
 - 4) 各班班代表真情剖白
 - 5) 畢業生返回課室

敬請各畢業生在當天穿著整齊校服回校參加結業禮並於下午三時前在課室報到。

校長 徐福強 謹啟

(學生支援部負責人 郭佩齡

代行)

二零一二年二月八日

覆 函

茲收到並已細閱通告 2011PN065b 《2011 / 2012 年度結業禮》。

本人已獲悉 敝子弟參加 貴校於二零一二年二月二十九日舉辦之結業禮。

本人* 未克 / 將依時出席貴校舉辦的結業禮。

此覆

學生姓名： _____ 日期： _____

班別： _____ 班號： _____

家長或監護人簽署： _____

(* 請刪去不適合項目)