



Dear Parents,

Arrangements for the 1st Summative Assessment, Year 2011-12

In order to cater for the varying circumstances, two options will be offered to parents regarding the arrangements during the 1st Summative Assessment period (December 13 to 20).

1. During the entire assessment period, your child may leave school at 11:55am to facilitate their revision at home without staying on for lunch. Nevertheless, your child may also choose to have lunch at school and leave at 12:20pm. If your child normally takes the school bus, you are requested to inform the School Bus Team in advance.
2. If you do not wish your child to leave school early, your child can remain on the school campus to do revision under teachers' supervision. Arrangements for lunch and the time for leaving school for your child will remain as usual.

Note: School bus and lunch services will be provided as usual during the assessment period.

Please fill in the Reply Slip below and indicate clearly your option regarding the arrangements during the assessment period, and have your child return it to his/her homeroom teacher on or before November 18 (Friday).

Yours sincerely,

Stephen Lui
Acting Principal

Reply Slip

Arrangements for the 1st Summative Assessment, Year 2011-12

(Please return to the homeroom teacher on or before November 18)

(Please put a ✓ in the appropriate box □)

Dear Principal,

I have noted the content of the circular "Arrangements for the 1st Summative Assessment, Year 2011-12".

- During the whole assessment period, my child **will not** leave school early. Arrangements for lunch and the time of leaving school for my child will remain as usual.
- (Applicable to students who normally take the school bus and do not have lunch at school)
During the whole assessment period, my child **will leave at 11:55pm, and will not have lunch at school and not take the school bus**. I will inform the School Bus Team in advance.
- (Applicable to students who normally take the school bus and have lunch at school)
During the whole assessment period, my child **will have lunch at school and leave at 12:20pm but will not take the school bus as usual**. I will inform the School Bus Team in advance.
- (Applicable to students who **do not** normally take the school bus and do not have lunch at school)
During the whole assessment period, my child **will leave at 11:55pm**.
- (Applicable to students who **do not** normally take the school bus but have lunch at school)
During the whole assessment period, my child **will have lunch at school and leave at 12:20pm**.

Student's Name: _____ Class and Class Number: _____ ()

Parent's Name: _____ Parent's Signature: _____

Date: _____ Contact Number: _____