



HKCCCU  
Logos Academy

15/11/2011

Notice to Parents, School Year 11-12

FS1 No.37

FS2 No.38

DS1 No.38

DS2 No.40

DS3 No.39

Dear Parents,

**Arrangements for the 1<sup>st</sup> 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 1<sup>st</sup> Summative Assessment period (December 13 to 20).

1. You may pick up your child between 11:15am and 11:30am and take him/her home to facilitate his/her revision. You need to show the "Pick-Up Pass" for entering the school campus and going to your child's classroom for picking him/her up. 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 to pick up your child early, your child can remain on the school campus to do revision under teachers' supervision. Arrangements for lunch and the time of 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 entire assessment period, I **do not wish** to pick up my child 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)  
During the entire assessment period, I **wish** to pick up my child early. My child will not have lunch at school and will not take the school bus. I will inform the School Bus Team in advance.
- (Applicable to students who **do not** normally take the school bus)  
During the entire assessment period, I **wish** to pick up my child early. My child will not have lunch at school.

Student's Name: \_\_\_\_\_ Class and Class Number: \_\_\_\_\_ ( )

Parent's Name: \_\_\_\_\_ Parent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Contact Number: \_\_\_\_\_