



Wong Shiu Chi Secondary School

王 肇 枝 中 學

1 September 2011

Dear Parents,

RE : NSS Chemistry 3rd Group

Your child (Name: _____ Class: ____) will take 3 elective subjects in this academic year and the Chemistry lessons are scheduled on Saturday. The following is the timetable for Saturday Chemistry class for your perusal:

2011 September	10, 17, 24	2012 January	7, 14
2011 October	8, 15, 29	2012 February	4, 11, 18, 25
2011 November	5, 12, 19, 26	2012 March	3, 10, 17, 24
2011 December	3	2012 April	21
		2012 May	5, 12, 19, 26
		2012 June	2, 9, 30

Time : 8:45 am - 12:30 pm (including 15-minute recess)

Venue : Room 221 and Chemistry Laboratory

Dress Code : school uniform according to the requirements of normal school days

The total lesson time of the Saturday Group is same as that of other groups on weekdays. As the Saturday class is counted as normal school days, students should observe all school regulations as usual. You are kindly advised to remind your child to attend the lessons on time.

If your child applies for sick leave on Saturday, you should contact the General Office (Tel: 2656 1270) before 8:45 am on that day and submit a letter of excuse supported by medical certificate to the subject teacher. Application for casual leave should be submitted before the lesson day for approval. If the class is cancelled because of teacher sickness, the General Office will inform students at or before 8:15 am. Parents will also receive a notification letter and supplementary lesson will be arranged thereafter. Please complete the reply slip and return it to Ms. Yong Fung Mei on or before 6 September 2011. Thank you for your attention.

Yours faithfully,

Principal

LP/NSSC/7

LP/NSSC/7

Reply Slip

(Please return it to Ms. Yong Fung Mei on or before 6 September 2011)

I, the parent of student _____ of Class _____ (number: _____) acknowledge the contents of the circular and will instruct my children to attend the lessons on time.

Signature of Parent :

Name of Parent :

Phone No. :

Date :



Wong Shiu Chi Secondary School

王肇枝中學

新高中化學科第三組

敬啟者：貴子弟(姓名: _____, 班別: _____)於本年度修讀三科新高中選修科，而其中的化學科須安排在星期六上午上課。現附上本年度中四級化學科(星期六組別)的上課時間表供閣下閱覽。

2011年9月	10, 17, 24日	2012年1月	7, 14日
2011年10月	8, 15, 29日	2012年2月	4, 11, 18, 25日
2011年11月	5, 12, 19, 26日	2012年3月	3, 10, 17, 24日
2011年12月	3日	2012年4月	21日
		2012年5月	5, 12, 19, 26日
		2012年6月	2, 9, 30日

時間：上午八時四十五分至下午十二時三十分(包括十五分鐘小息)
地點：221室及化學實驗室
服飾：校服(如上課天標準)

星期六的總上課時間與在星期天組別上課時數相同。此外，星期六的課堂亦是正規課節，同學仍須遵守校規，煩請閣下督促貴子弟準時上課。

如貴子弟在星期六因病請假，務必於當日上午八時四十五分前致電校務處申請(電話: 26561270)，並於復課後遞交請假信及醫生紙予任教老師。事假則須事先申請，並候批核。如任教老師因病未能上課，學校辦事處會於當日上午八時十五分致電通知學生，事後亦會致函通知家長，並為學生安排補課。

此致
貴家長

王肇枝中學校長

啟

二零一一年九月一日

LP/NSSC/7

LP/NSSC/7

回條 (請於九月六日或之前交回楊鳳媚老師彙收)

敬覆者：頃接來函，本人定當提醒 敝子弟準時上課

此覆
王肇枝中學校長

班級() 班號() 學生()
聯絡電話：
家長簽署：

二零一一年 月 日