



Shin Yat Tong On Yat Kindergarten

2022/23 School Year Second Term

Announcement of Parent-teacher Day③

31st March, 2023

Dear Parents,

Our school will organize the third parent-teacher day in the next semester from 9:00a.m. to 12:00noon on 29/4 (Sat). We invite you to come to school in person and the class teacher would personally report to you the learning performance of your children and development overview this semester. On the other hand, we hope to know more about your children's daily performance at home and provide any support for your family.

On the event day, the class teacher would meet each parent for about 10 minutes. Please arrive at our school 5 minutes before the appointed time. Before entering, please check the body temperature and rub your hands with alcohol at the main entrance.

Enclosed is the parent reply slip. Please fill in particulars and hand in it to the class teacher on or before 19/4(Wed). If there is no special notice from both parents and class teachers after 21/4(Fri), that means both parties will conduct the meeting according to the designated timeslot. It is hoped that the meeting will help your children to gain better achievement in learning and development in future.

Should you have any enquiries about the above arrangement, please contact the staff of General Office or class teacher at 2345 1222. Thank you for your attention and support.

Yours faithfully,



General Office

2022/23 School Year Second Term

Announcement of Parent-teacher Day③ Parent Reply Slip

To Shin Yat Tong On Yat Kindergarten,

I have been informed of the content of file number: (SYT)S/2022/111. I hereby would like to reply as follows:

I am available to come to school at _____ am on 29/4(Sat) and have a meeting with the class teacher to understand the learning performance of my * daughter / son.

I am not available to match with the above arrangement because _____.

Please contact me at _____(phone number) and rearrange the way and time of the meeting.

Student name : _____ Class : _____

Parent Signature : _____ Date : _____

Please tick as appropriate * Please circle as appropriate