

Ho Fung College (Sponsored by Sik Sik Yuen)

2016 - 2017 Student Special Circular No. 19

5 May 2017

Dear Parents,

We are pleased that your child is interested in experiencing a foreign culture and would like to broaden his / her horizons by participating in the summer study tour to London organized by the English Department. In order to better inform both parents and students of the arrangement of the tour so as to get better preparation for the trip, a pre-departure briefing will be organized. The details of the meeting are as follows:

Date: 29<sup>th</sup> May 2017 (Monday)

Time: 7pm – 8pm

Venue: School Hall

Please complete the reply slip and have your child return it to Ms Yan Siu Shan by 12<sup>th</sup> May 2017 (Friday).

Yours sincerely,



The Principal  
Ho Fung College (Sponsored by Sik Sik Yuen)



Reply Slip

I will attend the pre-departure briefing on 29<sup>th</sup> May 2017 (Monday).

Total number of people attending the briefing (including parents and student):

1

2

3

I will not attend the pre-departure briefing on 29<sup>th</sup> May 2017 (Monday).

Name of Student: \_\_\_\_\_ Class: \_\_\_\_\_ Class No. \_\_\_\_\_

Signature of Parent: \_\_\_\_\_

Please complete the reply slip and have your child return it to Ms Yan Siu Shan by 12<sup>th</sup> May 2017 (Friday).