



惠僑英文中學

WAI KIU COLLEGE

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Ref. No. : SGS\_ECA\_SS 24-25/01E

30<sup>th</sup> September, 2024

Dear Parents/Guardians,

**The Neighbourhood Advice-Action Council**

The Neighbourhood Advice-Action Council, which is a registered Non-Governmental Organization (NGO), strives to serve the underprivileged groups in the society. The organization will hold a flag sale to raise funds. The school will arrange students to participate in the flag sale. The details of the activity are as follows:

Activity	The Neighbourhood Advice-Action Council Flag Day	Teacher-in-charge	Ms. CHAN Hong-ying, Mr. YUEN Chi-lap, Mr. CHAU Chung-yin & Ms. CHUI Siu-ting
Date	5 <sup>th</sup> October, 2024 (Saturday)	Transportation	On foot
Venue	Shek Kip Mei & Sham Shui Po	Fee	Free
Meeting time	08.15 a.m.	Meeting venue	Room 102 & 103
Dismissal time	11.30 a.m.	Flag Bag Collection Station	Room 102 & 103
Remarks	<ol style="list-style-type: none"> <li>Parents should read the "Notes for Flag Volunteers" at the back of the notice carefully.</li> <li>If necessary, please follow the procedure of "absence of class" on page 18 of the student handbook for sick leave and personal leave.</li> <li>If Typhoon No.3 or above, red rainstorm signal or black rainstorm signal is hoisted by the Hong Kong Observatory before 7.a.m., the above activity will be cancelled. In case of poor weather during the activity, the teachers-in-charge will arrange students to go home under safe condition.</li> </ol>		

Please submit the signed reply slip to the **class teacher** before **03/10/2024**. For enquiries, please contact **Ms. LAW Suet-kam**.

Yours faithfully,

HO To,  
(Acting Principal)



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**Reply Slip**

Dear Principal,

I acknowledge the arrangement of the activity "The Neighbourhood Advice-Action Council Flag Day" and agree to have my \*son/daughter participating in this activity.

Name of Student: \_\_\_\_\_

Class and Class No.: \_\_\_\_\_

Signature of Parent / Guardian: \_\_\_\_\_

Name of Parent / Guardian: \_\_\_\_\_

Date : \_\_\_\_\_