



惠僑英文中學

WAI KIU COLLEGE

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Ref. No. : SGS_ECA_SS 25-26/08E

14th April, 2026

Dear Parents/Guardians,

Voluntary Work: Presents Giving

In order to express our love and concern to mothers in the district before Mother Day, the Social Service Committee of our school will organize a voluntary work called "Presents Giving". Students will prepare presents and distribute to mothers in the district. Please read the following details and submit the reply slip to the class teachers.

The details of the activity are as follows:

Activity	Presents Giving	Teachers-in-charge	Ms. WONG Ching-ye and S2 class teachers
Date	4 th May, 2026 (Monday)	Transportation	On foot
Venue	Shek Kip Mei	Fee	Free
Meeting time	2.45 p.m.	Meeting venue	Room 202, 206 and 107
Dismissal time	3.45 p.m.	Dismissal venue	Room 202, 206 and 107
Remarks	1. <u>1 hour</u> of voluntary work will be recorded. 2. Students should wear proper school uniforms. 3. In case of leave, please follow the procedure stated on p.18 of the student handbook.		

In case of poor weather during the activity, the teachers-in-charge will arrange students to go home under safe condition. For enquiries, please contact Mr. WONG Kwong-chun.

Yours faithfully,



TSO Tat-Ming
(Principal)

----- ✂ ----- Reply Slip ----- ✂ -----

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Dear Principal,

I acknowledge the arrangement of the activity "Presents Giving" 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 : _____

* delete where appropriate