

各位家長：

招募家長義工簡介會

本校對各位家長一直以來的關心及支持，深表感謝。為更有效使用家長資源，本校現招募 2018-19 年度家長義工。

為讓家長認識本校各家長義工小組的工作，本校將安排一個簡介會，現誠邀有興趣參與義工隊的家長出席。簡介會的詳情如下：

| | |
|-----|--|
| 日期： | 2018 年 9 月 21 日(星期五) |
| 時間： | 下午 2 時 |
| 地點： | 本校禮堂 |
| 程序： | 1. 校長致歡迎辭 2. 簡介 ➢ 各義工小組的工作 ➢ 家長義工守則 3. 家長義工報名 ➢ 填寫「家長義工報名表」 ➢ 遞交相片 1 張 作印製「家長義工證」之用 4. 分組討論 |

請填妥回條，並於 **2018 年 9 月 10 日(星期一)或以前**將回條交回班主任。如有查詢，請聯絡王惠成助理校長(電話：3551 1026)、陳姬文老師(電話：3551 1030)或楊莉萱老師(電話：3551 1136)。

培僑書院
吳育智校長

2018 年 9 月 6 日

✂-----請保留此通告作參考-----✂

回條

招募家長義工簡介會

(請於 2018 年 9 月 10 日或以前將回條交回班主任)

本人已知悉有關「招募家長義工簡介會」的詳情。

請在適當的空格內加上「√」號：

本人將會出席 2018 年 9 月 21 日的簡介會。

本人不會出席 2018 年 9 月 21 日的簡介會。

家長姓名：_____ 家長簽署：_____ 日期：_____

學生姓名：_____ 班別：_____ 班號：_____

聯絡電話：_____ 電郵：_____

6 September 2018

Dear Parents,

Briefing Session for Recruitment of Parent Volunteers

We would like to take this opportunity to thank all parents who have been showing concern and support to our school in the past. For more effective utilization of parent resources, we are now recruiting parent volunteers for the 2018-19 school year.

To familiarize parents with the work of various parent volunteer groups, a briefing session is specially arranged. Parents who are interested in joining our Parent Volunteer Team are cordially invited to attend the briefing session, with details as follows :

| | |
|-------------|--|
| Date : | 21 September 2018 (Friday) |
| Time : | 2:00 p.m. |
| Venue : | School Hall |
| Programme : | <ol style="list-style-type: none"> 1. Welcoming Remarks by Principal 2. Briefing on <ul style="list-style-type: none"> ➤ Work of Various Volunteer Groups ➤ Rules for Parent Volunteers 3. Parent Volunteer Enrolment <ul style="list-style-type: none"> ➤ Completing the “Parent Volunteer Enrolment Form” ➤ Submission of one photograph for the printing of “Parent Volunteer Card” 4. Group Discussion |

Please complete the reply slip and return it to the class teacher(s) **on or before 10 September 2018 (Monday)**. For enquiries, please contact our Assistant Principal, Mr Vincent WONG (Tel. No. : 3551 1026), Teacher CHAN Kei Man (Tel. No. : 3551 1030) or Teacher Lisa YANG (Tel. No. : 3551 1136).

Yours sincerely,

WU Yuk Chi
Principal, Pui Kiu College

✂ -----Please keep this notice for reference----- ✂

Reply Slip

Briefing Session for Recruitment of Parent Volunteers

[Please return this reply slip to the class teacher(s) on or before 10 September 2018]

Details regarding the “Briefing Session for Recruitment of Parent Volunteers” are noted.

Please put a “√” in the appropriate box :

I **will attend** the briefing session on 21 September 2018.

I **will not attend** the briefing session on 21 September 2018.

Name of Parent : _____ Signature of Parent : _____ Date : _____

Name of Student : _____ Class : _____ Class No. : _____

Telephone No.: _____ Email Address : _____