



惠僑英文中學

WAI KIU COLLEGE

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Ref. No. : SGS\_ECA\_SS24-25/14E

3<sup>rd</sup> April, 2025

Dear Parents/Guardians,

**Voluntary Work: Presents Giving**

In order to express our love and concern to residents in the district during the Easter holiday, the Social Service Committee of our school will organize a voluntary work called "Presents Giving". Students will distribute presents to residents to wish them luck. 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-yee and S2 class teachers
Date	14 <sup>th</sup> April, 2025 (Monday)	Transportation	On foot
Venue	Shek Kip Mei	Fee	Free
Meeting time	2.45 p.m.	Meeting venue	Room 201, 202 and 206
Dismissal time	3.45 p.m.	Dismissal venue	Room 201, 202 and 206
Remarks	1. 1 hour 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. YEUNG Yuk-hoi.

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