Dear Parents/Guardians,

1. Annual Subscription Fees of HK$30.00

The aims of the Parent-Teacher Association are to promote close liaison between School and Home; to foster friendly relation between parents and teachers and among the parents themselves; and to discuss matters of mutual concern in a common effort to improve pupils' welfare, personal and academic growth. Our PTA serves as a very good channel of communication between parents and teachers. As stipulated in the PTA Constitution, parents/guardians of pupils enrolled in our school will be natural members of the PTA and they have to pay annual subscription fees of HK$30.00. The membership fees thus collected will be used to subsidize pupils' activities and to support the functions organized by our Association.

You are kindly requested to complete the attached reply slip and return it to the Class Teacher with annual subscription fees of HK$30.00 on or before 8th September, 2003. In case of more than one child studying in the school, only the eldest child need to forward the reply slip and annual subscription fees.

2. Donation for the Parent-Teacher Association

The PTA Funds are used to sponsor the expenses for PTA/School activities/functions such as the PTA Scholarship Award Scheme (a total amount of HK$6,000.00 was awarded to 60 pupils last year); Annual Day Tour; Learning Programmes for parents, etc. In order to continue to carry out these meaningful activities in the future, we need your financial support and request you to make generous donation to our PTA funds. Donation should be payable to "Sir Ellis Kadoorie (S) Primary School Parent-Teacher Association" and is entirely voluntary. Your generosity is much appreciated.
3. Services for the School

The school will arrange a lot of functions and activities for our children. Parents who are interested are invited to offer service to the school and help teachers in running some of the activities. Please also be advised that a Parent Centre has been set up in the school. Interested parents are invited to be on-duty in the Centre regularly and offer help to the other parents and/or pupils. Please indicate in the Reply Slip what kind of duties you can perform in order to help the teachers.

Mr. MUHAMMAD Boota
Chairman
Dear PTA Chairman,

I have read the PTA notice Ref.: 01/03-04 and I hereby pay $30.00 as PTA membership fees for the year 2003-2004.

*I would offer the following voluntary services to the school. (You can tick more than one box.)

- Help to look after discipline during lunch hours
- Help to run the Parent-Child Early Bird Reading Scheme/library activities
- Help to run some of the school functions and activities
- Help school look after pupils’ discipline during educational visits
- Help to liaise with other parents to promote the activities of the PTA.
- Help to take the body temperature of pupils every morning.
- Be on-duty in the Parent Centre

*I am sorry I can not offer any service to the school.
I do not wish to donate to sponsor the PTA Funds.

I would like to donate the following amount to sponsor the PTA Funds:

☐ $50  ☐ $100  ☐ $200  ☐ $300  ☐ $400  ☐ $500  Others: $__________

(If you donate money to the PTA by cheque, please make the donation payable to
Sir Ellis Kadoorie (S) Primary School Parent-Teacher Association)

Signature of the Parent/Guardian: ____________________________________________

Name of Parent/Guardian in Block Letters: ______________________________________

Name of Pupils

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☐ Please tick the appropriate box.

* Please circle the appropriate.