



港九街坊婦女會孫方中書院
H.K. & Kln. Kaifong Women's Association
Sun Fong Chung College

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新界大埔公路大埔滘段 4643 號

Website: <http://www.sunfc.edu.hk>

17-18 School Circular No.15

4th December 2017

Dear Parents/ Guardians,

Dress Casual & fund-raising Day 2017

In support of the fund-raising activities of Sun Fong Chung College Financial Aid, the College is glad to co-organize *Dress Casual & fund-raising Day 2017* on Wednesday, December 20, 2017 with the Student Association. Details of the Sun Fong College Financial Aid are in Student handbook (P.23-24). Students who participate in this fund-raising activity may put on casual wear and have to clean up their classrooms. Please complete and return the attached reply slip and the donation (if applicable), to the class teachers by Wednesday, December 6, 2017. Please make your cheque payable to 'The IMC of H.K. & Kln. Kaifong Women's Association Sun Fong Chung College'. Official receipts will be issued to donors contributing HK\$100 or more. All student participants are reminded to observe the following rules on the *Dress Casual Day 2017*:

1. The casual wear must be neat and appropriate.
2. No accessories such as hats/caps, earrings, bracelets, or rings are allowed.
3. No make-up, dying or perming of hair, or nail varnish is allowed.
4. No tank tops, tube tops, mini-skirts, low-waisted skirts or pants, etc. are allowed. Trousers should be at knee-length.
5. No slippers, sandals, high-heels, or platform shoes are allowed.

Students who fail to comply will face disciplinary actions.

Please encourage and support your children to participate in the event and ensure that they comply with the rules above. Should you have any inquiries, please contact Miss Choi Yan Yan, teacher advisor of the Student Association.

Thank you for your kind attention.

Yours faithfully,

S.K. Ng
Principal



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17-18 第十五號通告

敬啟者：

聖誕助學金便服日

本校學生會將於十二月二十日（星期三）舉行助學金籌款活動，當天募集的善款，將全部贈予孫方中書院助學金，以支援經濟上有困難的同學。有關孫方中書院助學金的詳情，可參閱學生手冊（頁 23-24）。當天，參加籌款活動的學生可穿著便服回校，並清潔課室，以迎接新一年的來臨。有興趣參加的同學請將善款（現金）或支票（抬頭：港九街坊婦女會孫方中書院法團校董會）連同回條於十二月六日（星期三）交予班主任。捐款一百港元或以上，校方將會發出收據，可作免稅之用。以下是參與活動的學生必須遵守的規定：

1. 學生之服飾和儀容必須整齊樸素。
2. 學生不得穿戴任何不必要之衣飾，例如帽子、耳環、手鏈、戒指等。
3. 學生不得染髮、化妝和塗甲。
4. 學生不得穿著背心、吊帶、露臍、露背裝、迷你短裙、低腰裙或褲；褲子必須長及膝蓋。
5. 學生不得穿著拖鞋、涼鞋、高跟鞋、厚底鞋等。

倘學生違反上述規定，校方將依一般學生違規程序予以處分。

敬希 閣下鼓勵及支持子女參與這次籌款活動，並確保 貴子弟能遵守有關規定。如有任何查詢，歡迎致電 26567123 與學生會顧問老師蔡茵茵副校長聯絡。

此致

中一至中六家長

校長

吳少祺謹啟

二零一七年十二月四日

_____December, 2017

回條
Reply Slip

敬覆者：
Dear Principal,

I have been clearly informed about the matters listed in School Circular No.15 'Dress Casual & fund-raising Day 2017'.

貴校二零一七年十二月四日第十五號通告有關「聖誕助學金便服日」事宜，業已知悉，並會督促敝子弟遵守有關的規定。

I am not going to participate in this event.
本人不打算捐款贊助是次活動。

I would like to donate HK\$ _____ in support of this event.
本人願意贊助善款港幣_____元。

I would like to receive an official receipt issued to _____ by the School (for donations of HK\$100 or more).
本人需要學校簽發捐款收據，抬頭姓名寫上_____。(須捐款一百元或以上)

請在適當的方格裡加上 ✓ 號
Please put a tick in the appropriate box(es).

注意：回條如要塗改，請家長在塗改旁邊加上簽名。

此覆

孫方中書院吳少祺校長

家長簽署
Signature of Parent/ Guardian : _____
家長姓名
Name of Parent/ Guardian : _____
學生姓名
Name of Student : _____
班別及班號
Class and Class Number : _____ ()

二零一七年十二月____日