

Tsuen Wan Trade Association Primary School

Circular 19-011/F05

2<sup>nd</sup> September, 2019

Dear Parents,

**Circular on the Parents' Communication Policy**

Strong teacher-parent relationships are always important for our school. Apart from student's handbook, circular and appointment interview, teachers' email addresses are also available on our school website, so parents can communicate with us easily and foster the relationships. To enhance the communication between parents and teachers, while the privacy of the parent's phone numbers can be safeguarded, a WeChat group will be created for each class in September. Parents are welcome to text the class teacher and the subject teachers through the groups before 7 p.m. during the school days. The WeChat groups will be deleted at the end of the school year.

For enquiries, please contact our Innovation and Technology Master, Mr. Lee Sheung Lok.

Yours faithfully,

*Chow Kim Ho*

Chow Kim Ho  
Principal



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Tsuen Wan Trade Association Primary School

Reply Slip of Circular 19-011/F05 <Please return it to Mr. Lee Sheung Lok via the class teacher>

**Circular on the Parents' Communication Policy**

Dear Principal,

I have acknowledged the above mentioned circular on the Parents' Communication Policy.

agree to join the WeChat group, and my WeChat ID is \_\_\_\_\_.

!\*

do not agree to join the WeChat group.

Student's Name: \_\_\_\_\_ ( )

Parent's Signature: \_\_\_\_\_

Class: \_\_\_\_\_

Date: \_\_\_\_\_

\* Please put a '✓' in the appropriate box.