

Dear Parents,

**Circular on Recruitment of the Discipline Team Members**

In order to cultivate students' good citizenship and service spirit, our school is now recruiting discipline team members for the upcoming year, targeting students from Primary 3 to Primary 5.

Duty Hours	Before class: 08:10 - 08:25 Recess: 10:25 - 10:45 Afternoon: 13:20 - 13:45 Discipline team members are required to take turns on duty during the time periods mentioned above, attendance is mandatory on other days, such as Parent's Day.
Code of Conduct	1. Be punctual and responsible 2. Be active and set a good example 3. Adhere to school rules and follow teachers' instructions 4. Help maintain a positive learning environment
Selection process	1. Students are required to write 50 – 80 words to show their commitment to take on the role and the written submission should be put in the collection box at the lobby on or before 4 <sup>th</sup> July. 2. The preliminary selection will be conducted by the discipline team, and those who are initially suitable will go through the second round of interviews 3. For those who pass all the selection, will be appointed as prefects.

Kindly fill in the reply slip if your child is interested in joining the Discipline Team. For enquiry, please contact Mr. Liu Chun Yat or Ms. Shek Wai Yan.

Yours faithfully,

*Chow Kim Ho*

Chow Kim Ho

Principal



Tsuen Wan Trade Association Primary School

Reply Slip of Circular 24-215/L05 <Please return it to Mr. Liu Chun Yat and Ms. Shek Wai Yan via the class teacher>

**Circular on Recruitment of the Discipline Team Members**

Dear Principal,

I acknowledge receipt of the above circular regarding the recruitment of the Discipline Team Members.

- \* I  have the intention for my child to apply for being a discipline team member next year.  
 do not have the intention for my child to apply for being a discipline team member next year.

Parents' remarks (if any): \_\_\_\_\_

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

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

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

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

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