

Tsuen Wan Trade Association Primary School

Circular 23-029/K04  
15<sup>th</sup> September, 2023

Dear selected students' parents,

**Circular on Individual education plan**

To consolidate the learning foundation of students, our school will set up an Individual education plan to cater for the learning needs. The details are as follows:

Date	25 <sup>th</sup> September, 2023 – 31 <sup>st</sup> May, 2024
Time	2:15 p.m.—3:15 p.m. (One session per week)
Fee	Free of charge

The classes will be cancelled on special school days or when classes are suspended.  
For enquiries, please contact Ms. Kwok Hoi Yan.

Yours faithfully,

*Chow Kim Ho*

Chow Kim Ho  
Principal



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Tsuen Wan Trade Association Primary School

Reply Slip of Circular 23-029/K04 <Please return it to Ms. Kwok Hoi Yan via the class teacher>

**Circular on Circular on Individual education plan**

Dear Principal,

I acknowledge receipt of the above circular about the Individual education plan.

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

Student's Name: \_\_\_\_\_

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

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

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