

Tsuen Wan Trade Association Primary School

Circular 25-233/N05

17th June, 2026

Dear Parents,

Circular on Recruitment of the Prefects

In order to cultivate students' good citizenship and service spirit, our school is now recruiting prefects for the upcoming year, targeting students from Primary 3 to Primary 5. The details regarding the prefect and the recruitment are as follows:

Duty Hours	Recess: 10:25 - 10:45 Afternoon: 13:20 - 13:45 Prefects 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. The Discipline Department will distribute application forms to students interested in becoming prefect for the next academic year. 2. Students who complete and successfully submit their forms will be interviewed and selected by the Discipline Department. 3. Students who pass the interview and selection process will be appointed as prefect.

Kindly fill in the reply slip if your child is interested in being prefect. For enquiry, please contact Ms. Shek Wai Yan.

Yours faithfully,

Chow Kim Ho

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Principal



Tsuen Wan Trade Association Primary School

Reply Slip of Circular 25-233/N05 <Please return it to Ms. Shek Wai Yan via the class teacher>

Circular on Recruitment of the Prefects

Dear Principal,

I acknowledge receipt of the above circular regarding the recruitment of the prefects.

- * I have the intention for my child to apply for being a prefect next academic year.
 do not have the intention for my child to apply for being a prefect next academic year.

Parents' remarks (if any): _____

Student's Name: _____()

Parent's Signature: _____

Class: _____

Date: _____

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