

Ref: HS/23-24/3

Yuen Long Catholic Secondary School
2023-2024

6 September 2023

Dear Parents / Guardians

Recruiting of parent volunteers for 2023-24

Our association has always aimed to promote cooperation between home and school, prioritising the well-being of our students. To enhance our school's resources, we invite parents to join this year's parent volunteer service team. Your participation will greatly assist us in organising activities such as lectures, parent tea gatherings, souvenir making, and volunteer services.

Additionally, we are looking for regular parent volunteers to help with lunchtime duties for our students. The time commitment would be from 12:25 to 1:00 pm, during the lunch period. Parent volunteers are required to arrive at school by 12:00 pm on a designated day from Monday to Friday. Once on campus by 12:20 pm, you will assist in distributing lunch boxes to students at the playground and help maintain order until 1:00 pm.

In addition, the Association sincerely invites parents to attend parent-teacher joint meetings three times throughout the year (parents are free to choose their participation). These meetings provide an opportunity to learn more about important home-school information and strengthen communication between the school and parents.

Parent volunteer services are entirely voluntary, and we wholeheartedly invite parents to participate. As a token of our gratitude for your dedication, the Association will present a certificate of appreciation to volunteers at the end of the school year. We hope that all parents can actively engage in this opportunity. If you are interested in joining the Parent Volunteer Team, please fill in and reply to the E-notice before 13th September.

If you have any questions, please contact Ms. M.W. Wong at 2443 1363 during school hours.

Yours faithfully,



Ms. Wong Kin Yee
Principal

----- Reply Slip -----

Dear Principal,

Recruiting of parent volunteers for 2023-24

I am the parent/guardian of student _____ () from Class _____. I hereby acknowledge receipt of the school notice regarding the recruitment of parent volunteers for the 2023-24 school year.

*☐ I am willing to join the parent volunteer team for the 2023-24 school year. (Tel: _____)

☐ I am available to assist with lunch duty for S.1 and S.2 from 12:25 to 1:00 pm on a designated day(s) (you may choose more than one) from Monday to Friday:

- ☐ Monday (12:25 – 1:00 pm)
- ☐ Tuesday (12:25 – 1:00 pm)
- ☐ Wednesday (12:25 – 1:00 pm)
- ☐ Thursday (12:25 – 1:00 pm)
- ☐ Friday (12:25 – 1:00 pm)

☐ I am willing to attend the PTA joint meeting to learn more about important home-school information.

☐ I do not wish to join the parent volunteer team or attend the PTA joint meeting.

*Please tick (✓) the appropriate box.

Name of Parent/Guardian: _____

Signature of Parent/Guardian: _____

Date: _____

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Bible words: But the seed on good soil stands for those with a noble and good heart, who hear the word, retain it, and by persevering produce a crop. (Luke 8:15)