

Dear Parents,  
Please be informed of the following matters:

**1. Second-term Parents' Day**

To strengthen communication with parents and to support students' holistic development, the school has scheduled **Parents' Day on Saturday, 9 May 2026**. The details are as follows:

**i. Parent–student Meetings for Secondary 1 to Secondary 5**

Parents of Secondary 1 to Secondary 5 students are requested to attend Parents' Day together with **[Student Name] of Class [Class] ([Class Number])** at the time **[Time]** arranged by the class teacher. Should you be unable to attend Parents' Day, the class teacher will contact you by telephone to make alternative arrangements.

**ii. Stakeholder Questionnaire Survey**

The school is currently using the Education Bureau's *School Development and Accountability (SDA)* online data platform to collect parents' views on learning and teaching as well as school work, which will serve as reference for the school's self-evaluation.

Parents are requested to arrive at the **covered playground** at the time shown below to complete the questionnaire.

Activity	Time	Venue
Arrival at school	[Time2]	Covered Playground

Parents may complete the questionnaire on their mobile phones on the spot. A limited number of tablet computers will be provided by the school for parents in need.

**2. Graduation Ceremony for Secondary 6**

The Graduation Ceremony for the 2025–2026 school year will be held on Saturday, 23 May 2026 at 3:00 p.m. in the School Hall. On that day, Secondary 3 students are required to attend the ceremony, while students of other forms are not required to return to school.

The school cordially invites parents of Secondary 6 students to accompany their children in attending the ceremony to share this joyful occasion. Parents attending the ceremony are requested to be seated by 2:45 p.m.

**i. Secondary 3 Students**

All Secondary 3 students must attend the Graduation Ceremony in proper summer school uniform. Apart from congratulating the graduating Secondary 6 students, it is hoped that Secondary 3 students will draw inspiration from the achievements of their seniors and be motivated to strive for excellence in their studies.

**ii. Secondary 6 Students**

Secondary 3 students should report to the covered playground at 1:30 p.m. The ceremony will end at 4:00 p.m. All Secondary 6 students must return to school in neat summer school uniform, with grooming and accessories fully complying with the school's standards. Out of respect for the ceremony, students whose dress or appearance does not meet school requirements will not be allowed to take part in the Graduation Ceremony.

Secondary 6 students should report to their classrooms at 1:00 p.m. for roll call and to complete procedures for borrowing graduation gowns. The ceremony will end at 4:00 p.m.

## Graduation Gown Arrangement

Secondary 6 students may borrow graduation gowns for photo-taking on the day of the ceremony. Details are as follows:

- i. The school will prepare a graduation gown for each prospective graduate. Please indicate the appropriate size on the reply slip.
- ii. Graduation gown collection venues:

Class	Venue
6A	Room 6
6B	Room 5
6C	Room 4
6D	Room 3

- iii. Graduates may take photos freely at the designated area of the covered playground from 4:00 p.m. to 4:45 p.m.
- iv. Graduation gowns must be returned to the Multi-purpose Room by 4:50 p.m.
- v. Students must use and wear the graduation gowns properly and with care. In the event of staining, damage or loss, compensation of HK\$450 per set will be required.

### **3. S1 to S3 Summer Remedial Classes (English, Chinese, and Maths)**

To improve academic performance, the school will review the full-year results of S1 to S3 students. Students who do not meet the promotion requirements for these three subjects will be notified in early July and must attend the "Summer Remedial Classes".

Relevant students will be notified in early July and will be required to attend the Summer Remedial Classes in Chinese, English and Mathematics during the summer holiday from 10 July to 18 July (inclusive of Saturdays), for a total of eight days. The teaching materials fee is approximately HK\$30.

This programme is an important measure to consolidate students' learning and to prepare them for the next academic year. Unjustified absences will be treated as truancy (reasons such as overseas travel or visiting relatives will not be accepted).

### **4. Parent Talk**

For details, please refer to Appendix 1. Should you have any enquiries, please contact the class teacher.

Yours faithfully,

**TWGHs Sun Hoi Directors' College**

20 April 2026