



ST. JOAN of ARC SECONDARY SCHOOL

Speech Day 2025-2026



Ref. No. : CCA163/2025-2026

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

Dear Parent/Guardian,

Our school Speech Day will be held on 6<sup>th</sup> June 2026 (Saturday). We would like to seek your permission to let your child take part in the Speech Day as a student helper. The details of the Speech Day are as follows:

Date : 6<sup>th</sup> June 2026 (Saturday)

Meeting time :

Meeting place : The school campus

Venue : School Hall / Covered playground

Dismissal time :

Dismissal place : The school campus

We are looking forward to your favourable reply.

Yours faithfully,



*Yuen Cheung Oi*

YUEN Cheung Oi  
Principal

*Be determined and confident. Do not be afraid of them. Your God, the Lord himself, will be with you. He will not fail you or abandon you. (Deuteronomy 31:6)*

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**Reply Slip**

Dear Principal,

I have read and noted the circular dated \_\_\_\_\_.

- My child will be able to attend the Speech Day as a student helper.
- My child will not be able to attend the Speech Day as a student helper.

Name of Student: \_\_\_\_\_ Class & Class No.: \_\_\_\_\_ ( )

Name of Parent / Guardian: \_\_\_\_\_ Signature of Parent / Guardian: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_ Date: \_\_\_\_\_

*\*Please check the appropriate box.*