

Dear Parents,

There will be a school assembly for parents on \_\_\_\_-\_\_\_\_-\_\_\_\_,  
to which you are invited to attend.

If you are able to come, please return the tear off slip below.  
We look forward to seeing you.

Yours sincerely,

Head teacher

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I/We would like to attend the assembly on \_\_\_\_/\_\_\_\_/\_\_\_\_.

Parent's names: \_\_\_\_\_

Child's name: \_\_\_\_\_ Class: \_\_\_\_\_

致各位家長：

本校將於 \_\_\_\_ - \_\_\_\_ - \_\_\_\_ 為家長舉行學校集會，並誠邀你們參加。

如果你能出席，請填寫並撕下以下的回條，然後交回本校。

我們希望到時與你們見面。

校長

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我／我們會參加於 \_\_\_\_ / \_\_\_\_ / \_\_\_\_ 舉行的集會。

家長姓名： \_\_\_\_\_

學生姓名： \_\_\_\_\_ 班級： \_\_\_\_\_