



# ST. CLARE'S GIRLS' SCHOOL

50 MOUNT DAVIS ROAD,  
HONG KONG

Web Page : [www.stclare.edu.hk](http://www.stclare.edu.hk)  
E-mail : [info@stclare.hk](mailto:info@stclare.hk)

Tel : 2817 1764  
Fax : 2855 8420

12 June 2020

Dear S6 Parents,

## **S.6 collection of report cards, reference letters and graduation certificates**

Please be advised that from 15 June onwards, S.6 students can collect their school report cards, reference letters and graduation certificates at the General Office upon presentation of their Student ID cards during office hours, from Monday to Friday (9 a.m. – 5 p.m.) and Saturday (9 a.m. – 12 noon). Kindly remind your daughter to empty her locker, bring home her lock and personal belongings when she comes back.

In view of the current pandemic situation, please also note that your daughter needs to take her temperature before coming to school and that she needs to wear a mask on school premises at all times.

Should you have any queries, please contact the class teachers. Thank you for your attention.

Yours sincerely,

Mrs. Cherry Chan  
Principal



Reply Slip

To: St. Clare's Girls' School

Notice No.: 1920103

## **S.6 collection of report cards, reference letters and graduation certificates**

We have read and noted the arrangements of the captioned matters.

Student Name

Parent's Signature

Class & Class Number

Date



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敬啟者：

**中六學生領取成績單、推薦信及畢業證書**

由六月十五日起，貴子弟可於校務處辦公時間內(星期一至星期五，上午九時至下午五時；星期六，上午九時至中午十二時)出示學生證領取成績單、推薦信及畢業證書。同時，務必提醒貴子弟清空自己的儲物櫃，包括個人物品及櫃門鎖頭。

鑑於當前疫情，貴子弟回校前必須量度體溫，以及在學校範圍內佩戴口罩。

如有疑問，請聯絡班主任。

此致  
中六學生家長

校長陳黃碧瑜謹啟

二零二零年六月十二日