

Annunciation Catholic Kindergarten

Reference of Solicitation or Receipt of Benefits

Date: 25/8/2020

Dear Parents/Guardians,

Management Committee of Diocesan Kindergartens hereby formulates a clear policy on matters concerning the solicitation or receipt of benefits by staff in the handling of school affairs.

Management Committee of Diocesan Kindergartens requests that staff members do not solicit or accept any gifts, money, or other benefits in the execution of school affairs, in order to establish a positive image of the kindergarten and set a good example for the students. Additionally, we kindly request that parents do not offer any benefits to the staff of this kindergarten. Whilst these are well intentioned, we wish to avoid a gift-giving atmosphere, as well as any possible damage to our reputation or embarrassing situations.

It is the teacher's responsibility to educate the students. Their greatest reward is seeing the improvements that the students make in their physical, social, emotional, language and cognitive skills, as well as their aesthetic development. Parents need not express gratitude in any other way. If a faculty member asks you for benefits, please inform me as soon as possible.

Best regards,




Ms Tsang Po Shan

Principal

Notice No.: 2020/03

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Reply Slip

Dear Principal,

I acknowledge receipt of the above notice 《**Reference of solicitation or Receipt Benefits**》 Notice no. 2020/03

Class : _____ Name : _____

Signature : _____ Date : _____