



THE ABC INTERNATIONAL SCHOOL

#2, 1E Street, Khu Dan Cu Trung Son, Binh Hung,
Binh Chanh, Ho Chi Minh City, Vietnam
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August 25th 2016

Dear Parents,

Permission to leave the school site for students in Year 12 and Year 13

As you may know students in Year 12 and Year 13 are given the privilege of leaving the school site at certain times of the day to enjoy a coffee or lunch at the local cafes should they wish to. We believe that they should not be doing this during their study periods and are therefore only allowing this to happen at morning break time (10.35am to 10.50am) and at lunch time (12.40pm to 1.20pm).

They may of course also be off site before school starts at 8.25am and at the end of the school day at 3.10pm. At all other times students will be in lessons or in a study period. Students in study periods are required to sign in to either the Year 12 or Year 13 study rooms, or the Learning Resource Centre (library).

Please be aware that by giving permission you are taking responsibility for your child's welfare whilst they are offsite, it is not possible for the school to monitor this.

Please could you return the reply slip below to indicate your approval for your son/daughter to be off site at the above mentioned times should they wish to do so.

Yours faithfully,

Mr Paul Rispin
Head of Key Stage Five
paulrispin@theabcis.com

Mr Steve Shaw
Head of Secondary
steveshaw@theabcis.com

If you would like this letter translated into Vietnamese or Korean, please contact the school office.

Nếu có nhu cầu dịch thư này sang Tiếng Việt hoặc Tiếng Hàn, Quý vị vui lòng liên hệ với văn phòng trường để được trợ giúp.

이 편지의 한국어 번역이 필요하신 경우, 학교 행정실로 연락 주시기 바랍니다.

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Re: Permission to go off-site

Please tick relevant box(es) below:

I give permission for my child to be off the school site at lunch time (12.40-1.20), break time (10.35-10.50)

Student's name: _____ Student I.D. No. _____ Form Group: _____

Name of parent: _____ Signature of Parent: _____ Date: _____

Please return reply slip to the school office by 29th August Monday



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