



12<sup>th</sup> April, 2024

Dear Parents,

**Artificial Intelligence (AI) Creative Writing Contest and Workshop**

Our school encourages students to participate in external competitions to improve English proficiency. Your child has been recommended by teachers to take part in the “Artificial Intelligence (AI) Creative Writing Contest and Workshop”. Please encourage and remind him / her to actively participate in this event and listen to the teachers’ guidance. The details are as follows:

Date	18 <sup>th</sup> April, 2024 (Thursday)
Time	16:15-18:15
Venue	Room 206 (Computer Room)
Teacher-in-Charge	Ms. Anuradha Mukunthan, Mr. Chan Ka Shing
Important Notes	<ol style="list-style-type: none"> <li>Students should follow the teacher’s guidance.</li> <li>If a student is unable to attend the class due to personal reasons or illness, they should notify the responsible teacher in advance or call the school office on the day of the class to request leave. The student will also be required to submit a parental letter or a medical certificate as documentation for the absence.</li> <li>On the day of event, if the Observatory hoists Typhoon Signal No.8 or above, Red or Black Rainstorm Warning, or the Education Bureau announces the suspension of full-day school, the activity will be cancelled.</li> <li>For any enquiries, please contact Ms. Anu or Mr. Chan Ka Shing at our school's telephone number 2382 0002.</li> </ol>

Best regards,



*Chui Sze-Ming*

CHUI Sze-Ming

Principal

Lok Sin Tong Wong Chung Ming Secondary School

**【 Reply Slip 】**

[ Please reply via eClass by 17 April (Wednesday) ]

Dear Principal,

I understand the arrangement for the “Artificial Intelligence (AI) Creative Writing Contest and Workshop” and have instructed him / her to follow the instructor’s guidance.

Student's Name: \_\_\_\_\_

(Class: \_\_\_\_\_ Class No.: \_\_\_\_\_ )

Parent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_ April, 2024