

**ST. LOUIS SCHOOL**  
**Circular No. 75 (11/12)**

15<sup>th</sup> December 2011.

To: Staff, Parents & Students

**Re: Christmas Celebration**

1. The whole school Christmas Celebration will take place on Thursday, 22<sup>nd</sup> December, 2011.
2. The objective of this celebration is to have the whole school, teachers and students alike, to share the Christmas joy together as one body.
3. All students should return to school in full winter uniform.
4. School bell will ring at 8:30 (15 minutes later than usual time). The school gate will be closed. All students and class teachers should go to their own classrooms.
5. Arrival after this time is considered as being late and the cases will be handled by the discipline team at the office.
6. Meanwhile, all student helpers in the Grand Stand should stop their work and report to the class teachers first. They may leave the classroom and go back to their work after the registration of their attendance.
7. Class teachers take the roll-call and send the class monitors to hand in the Registers to the school office before 8:45a.m.
8. At 8:45 a.m., announcement will be made through the public address system. All students should follow the instructions and go to the football pitch class by class. They should line up as directed before they proceed to the Grand Stand.
9. The whole school Christmas Celebration will immediately start when all are seated at the Grand Stand. The programme will have two parts:-
  - (a) Morning Bible Service
  - (b) Organized Games
10. After the joint celebration, individual classes will hold parties in their own classrooms. These individual class celebrations will have the aim of fostering unity and collaboration among classmates of each class.
11. Hope all of you will enjoy the celebrations. There will be no lessons on that day.

Wishing you all a Merry Christmas and a Happy New Year.

Rev. Fr. Peter Ng  
Principal