

27 August 2010



SARASAS EKTRA SCHOOL

Re: Invitation to attend the Open House activity
To: Parents / Guardians of of students in Grades 1 - 2

Sarasas Ektra School will be holding the Grades 1 – 2 Open House activity for parents and guardians to observe students' classes and activities on 13th – 17th September at 08.00 -10.45 am. The programme is as follows:

Date	Levels		
13 th September 2010	G.1D	G.1G	G.2C
14 th September 2010	G.1B	G.1E	G.2D
15 th September 2010	G.2E (Extra class)	G.2F(Extra class)	
16 th September 2010	G.1A	G.1C	G.2A
17 th September 2010	G.1F	G.2B	

Therefore, we cordially invite parents / guardians to attend Open House activity at the aforementioned date and time for each level. For convenience in parking your vehicle, please fill in the attendance form below and return it to the Class teacher by 3rd September 2010. If you wish to bring friends or relatives, please make a reservation by calling the Administration office.

Thank you for your attention to this notice of information. We look forward welcoming you to the Open House activity at the aforementioned date and time.

Respectfully yours,

(Ms.Nontalee Pumpreeda)

Vice Director



Response Letter: Ref. SES 2553/082

Re: Invitation to attend the Open House activity

I (Mr. / Mrs. / Ms.).....parent / guardian of
 (Mstr. / Ms.).....student of Grade/.....

have received the invitation to attend the Open House activity on.....September 2010, and I

- will attend on the aforementioned date. There will beperson/s (not over 2 persons).
- will not be able to attend the Open House activity.

Signed.....

(Parent / Guardian)