



1st June 2018

Dear Parents,

On behalf of the Island School Parent Teacher Association (ISPTA), we would like to welcome all families to the Island School community for the 2018/19 academic year.

Please note that membership of the PTA is automatic and payment of the PTA fee is compulsory. The following forms should be completed and returned to the PTA office:

ISPTA Membership 2018/2019 FORM A (Compulsory)	Each parent automatically becomes a member of the ISPTA. As per the ESF Ordinance and Regulations, it is compulsory for all families to pay the relevant fee. The membership fee is HK\$700 per family . http://www.esf.edu.hk/sites/esf/files/ESF_Ordinance_and_Regulation-eng.pdf
ISPTA Volunteer Form FORM B (Optional)	We always need parents to help with our events (such as the school fairs) and on an ad-hoc basis. If you feel you can spare a few hours, please complete and submit this form. For any questions contact the PTA Manager at pta@online.island.edu.hk or Tel: 2140 6806.

Please send the completed forms and attachments to:

Island School PTA Ltd.
Island School Tai Wai Estate Secondary School No. 2
Sun Chui Estate
Shatin
New Territories
Hong Kong

We look forward to your support of the PTA and wish you and your family a successful year ahead at Island School.

Kind regards,

ISPTA Committee

Island School PTA Membership Information Sheet 2018/19

Form A

PTA Membership Family Details

Family Name: _____

Father : _____ Mother: _____

Address : _____

E-mail: _____ Tel: Home: _____ Mobile/Office: _____

Student's name _____ School Ref No(if known) _____ Year/House _____

Student's name _____ School Ref No(if known) _____ Year/House _____

Student's name _____ School Ref No(if known) _____ Year/House _____

If you would like to be included in the WhatsApp group for your year group(s), please provide mobile no(s). to be used: _____

Student Directory - 2018/2019

An online Student Directory is issued in Term 1.

Note: If you do **NOT** wish your family details* to be included in the student directory, please tick here

(*All student names will appear in the relevant class list, family details will not appear in the directory)

Payment Instructions

PTA Membership per Family: **\$700 (compulsory)**

Payable by Cash or Cheque

Cheque No: _____ Bank : _____ Total: _____

Cheque Payable to: "**Island School PTA Ltd**". (Please write student's name, form and phone no. on the back of the cheque)

Note 1: This form must be completed for all 2018/2019 students. Each parent automatically becomes a member of ISPTA and under the ESF Ordinance and Regulations, it is **compulsory** for all families to pay the relevant fee.

Note 2: For further information on the PTA or to download a copy of this form, please visit our website:
<http://island.edu.hk/pta-home/>



Data Use Statement: Please note that the information you provide on this form will be used by Island School PTA to service your membership. This may include providing your information to third parties (for example, the company which runs the school bus service.) If you would like to access or change the information the PTA holds, please contact us at pta@online.island.edu.hk. For more information please go to: <http://island.edu.hk/pta-home/>

ISPTA Volunteer Form 2018/19

Form B

We always need parents to help with functions and the fairs. If you are able to help in any of the ways listed below, please fill out this form and return it to the PTA office. For more information, please contact us at 2140 6806 or e-mail pta@online.island.edu.hk

You will be contacted in due course by either PTA office staff or Committee Members.

Name: _____
Child's Name: _____ Year/House: _____
Email: _____
Mobile: _____

PLEASE TICK WHERE YOU MAY BE ABLE TO HELP

- 1. Acting as a Parent Representative
- 2. Hospitality – we need volunteers to help the **'Welcome Committee'** at PTA and school events
- 3. School Fairs (help organise/volunteer on a stall at the event – please delete as appropriate)
- 4. Other events (help organize/ volunteer at the event)
- 5. Join the PTA Committee and take up a functional role
- 6. Preparing PTA Newsletter
- 7. Fundraising