



## Letter Templates - Chinese

Date:

亲爱的家长/监护人，

非常欢迎您来到 \_\_\_\_\_ 学校来。我们希望您的孩子将在这里茁壮成长。

我们的学校是孩子们的安全乐园。我们期盼与您共同合作为您的孩子的学习和成长做出贡献。

如果您有任何问题，请随时与我们联系。我们的教职员将乐于为您解答所有您所关心的问题，

此致

敬礼

\_\_\_\_\_  
校长

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*Dear Parent/Guardian,*

*We would like to welcome you to \_\_\_\_\_ School. We hope that your child will be very happy here.*

*Our school is a happy and safe place where every child matters. We look forward to working with you in the interest of your child's all round learning and development.*

*Our staff will be happy to help you in any way that we can and if you have any queries or concerns at any time please feel free to come and talk to us.*

*Yours faithfully,*

\_\_\_\_\_  
*Principal*