



27 January 2021

Dear Parents/Guardians of All Students,

Purchase of Textbooks, Exercise Books and School Uniforms

The school has arranged the school bookshop to sell textbooks, exercise books and school uniforms from 29 January 2021 (Friday) till 5 February 2021 (Friday). Parents will follow the Standard Operation Procedures (SOP) and school rules to purchase the items:

1. Only **one** parent (either father or mother) of each family or the student is allowed to buy at the bookshop.
2. Parents must obey the SOP according to the Ministry of Health: i. Wear face mask all the time, ii. Keep 1-meter physical distancing, iii. Check body temperature at Gate A, iv. Use hand sanitizer at Gate A
3. Parents are required to get a number at Gate A. Only 20 parents are allowed to queue up at the bookshop. The rest have to wait outside Gate A till their numbers are called. All cars must be parked outside the school gate.
4. The booklists can be downloaded at the school's website (<http://www.hchs.edu.my>), those have not printed their booklists must get a hard copy of booklist at Gate A and tick the items to purchase.
5. The school uniforms can be bought at the bookshop provided the parents know the size to buy. Try on clothes is not allowed.

The following is the schedule of each class to purchase textbooks and uniforms. Parents/students can only come on the scheduled date and time.

No	Date	Class	Time
1	29-01-2021 (Friday)	SE2(1), SE2(2), SE2(3), CE2	8 am till 12 pm
		S3, C3(1), C3(2), C3(3), CV3	1 pm till 3 pm
2	01-02-2021 (Monday)	S2, C2(1), C2(2), C2(3), CV2	8 am till 12 pm
		SE1(1), SE1(2), SE1(3), CE1	1 pm till 3 pm
3	02-02-2021 (Tuesday)	S1, C1(1), C1(2), C1(3), CV1	8 am till 12 pm
		J3(1), J3(2), J3(3), J3(4)	1 pm till 3 pm
4	03-02-2021 (Wednesday)	J3E(1), J3E(2), J3E(3), J3E(4)	8 am till 12 pm
		J2(1), J2(2), J2(3), J2(4)	1 pm till 3 pm
5	04-02-2021 (Thursday)	J2E(1), J2E(2), J2E(3), J2E(4)	8 am till 12 pm
		J1(1), J1(2), J1(3), J1(4)	1 pm till 3 pm
6	05-02-2021 (Friday)	J1E(1), J1E(2), J1E(3)	8 am till 12 pm
		J1E(4), J1E(5), J1E(6)	1 pm till 3 pm

Thank you.


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