



12th January 2017

Dear Parents / Guardians,

‘Lock Tao is My Home (S.1 – S.3)’ Activity

In order to enhance the sense of belonging of our students towards our School, further improve the communications among our students and teachers, the Student Growth Committee of our School (Members are from Guidance Committee, Discipline Committee, Other Learning Experience Committee, Moral and Civic Education Committee, Careers Committee) will organize an activity which is called ‘Lock Tao is My Home’ for our teachers and students’ participation. Details are as follows:

- Date : January 20th, 2017 (Friday)
- Time : 2:00 p.m. – 5:00 p.m.
- Venue : Classrooms, Hall and Playground of our School
- Participants : All S.1 to S.3 students
- Fee : HK\$10 each (our School will subsidize the rest of the expenditure)
- Contents of Activities : Competitions among teachers and students, competitions among classes, snack and performance, etc.

As the event is one of the important activities of our School, all S.1 to S.3 students must attend. Please kindly return the reply slip as well as the fee on or before January 17th to the class teacher.

Yours faithfully,

Principal of Lock Tao Secondary School

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Reference No. : 095/16-17

To: Principal

‘Lock Tao is My Home (S.1 – S.3)’ Activity

I am the parent/guardian of _____ (student name) of _____ (class) and I have acknowledged the matter regarding the ‘Lock Tao is My Home (S.1 – S.3)’ Activity.

Name of parent / guardian : _____

Signature of parent / guardian : _____

Date : _____