



4th February, 2026

Dear Parents / Guardians,

Extra Lessons for Secondary 5

To promote a conducive learning atmosphere, improve the academic performance of S.5 students in different subjects, and prepare them for the 2027 Hong Kong Diploma of Secondary Education Examination, our school is arranging extra lessons for S.5 students. Details are as follows:

1. All students are required to attend the extra lessons for English Language, Mathematics and elective subjects from 3:40 pm to 4:30 pm, as scheduled below:

Monday	Tuesday	Wednesday	Thursday	Friday
English	/	/	/	Elective 1 (BAFS, Biology)
09/03, 13/04, 27/04, 26/05(Tue)*, 01/06				03/03(Tue)*, 24/03(Tue)*, 10/04, 15/05, 29/05
/	/	/	Mathematics	Elective (ICT)
			05/03, 26/03, 23/04, 07/05, 04/06	06/03, 27/03, 24/04, 08/05, 05/06

* Due to insufficient term weeks, extra lessons are scheduled on another weekday

2. The teacher of Citizenship and Social Development will inform parents and students about the schedules for extra lessons through the student handbook.
3. If a student is absent from an extra lesson, he / she must follow the procedures for applying for leave or early dismissal and submit a parent’s letter on the next day; otherwise, it will be considered an unauthorised absence.

We would like you to encourage your children to participate in the extra lessons actively and strive to enhance their academic performance. Your support is truly appreciated.

Yours faithfully,

Principal of Lock Tao Secondary School

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 Dear Principal, Reference No.: 131/25-26

Extra Lessons for Secondary 5

As the parent / guardian of (Class) _____ (Student’s Name) _____ (),
I acknowledge having read the notice regarding the ‘Extra Lessons for Secondary 5’.

Name of Parent / Guardian : _____

Signature of Parent / Guardian : _____

Date : _____