



樂道中學

LOCK TAO SECONDARY SCHOOL

Reference No. :168/23-24

21st June, 2024

Dear Parents / Guardians,

Closing Ceremony

As our school year will end soon, may you please pay attention to the following arrangements:

1. Closing Ceremony

- (1) Closing ceremony will be held on 10th July, 2024 (Wednesday). The student report card and book list will be delivered on that day. Please remind your child to be punctual. Students have to come back before 8:05am with proper school uniform. The ceremony will end at around 10:00am.
- (2) If a school suspension is announced by the Education Bureau due to inclement weather condition, the ceremony will be postponed to 15th July, 2024. May you and your child keep a close watch on the announcement of the concerned issue on our school webpage at <http://www.locktao.edu.hk> ,SMS or e-notice.

2. Summer Holidays are from 15th July, 2024 to 31st August, 2024.

3. School Commencement Ceremony 2024-2025

2nd September, 2024 (Monday), 9:00am – 11:00am. All students must wear school uniforms and be punctual.

Thank you for your attention.

Yours faithfully,

Principal of Lock Tao Secondary School

✕.....

To: Principal

Reference No. :168/23-24

Closing Ceremony

I am the parent/guardian of _____ (Name) of Class ____ (Class No.: ____).

I acknowledged that I have read and understood the contents of the matter regarding the notice of Closing Ceremony.

Name of parent / guardian : _____

Signature of parent / guardian : _____

Date : _____