



30<sup>th</sup> October, 2018

Dear Parents / Guardians,

**Changing Winter School Uniform Starting from 10 December 2018 onward**

Please note that students should wear winter school uniform from 10 December 2018 onward. However, students can wear winter school uniform from 5 November 2018 if the weather is cold.

Students can purchase the following items from the school office.

- School Tie - \$25
- Badge - \$5
- Cotton waist belt - \$10

Yours faithfully,

Principal of Lock Tao Secondary School

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**Reference No.: 054/18-19**

To Principal,

**Changing Winter School Uniform Starting from 10 December 2018 onward**

I am the parent/guardian of \_\_\_\_\_ (Name) of Class \_\_\_\_\_ (Class No.: \_\_\_\_ ).  
I acknowledge that I have read and understood the notice regarding “Changing Winter School Uniform starting from 10 December 2018 onward.”

Name of parent / guardian : \_\_\_\_\_

Signature of parent / guardian : \_\_\_\_\_

Date : \_\_\_\_\_