Reference: No. :011/17-18

1<sup>st</sup> September 2017

Dear Parents / Guardians,

## **Arrangement of Having Lunch at School**

In order to nourish our students over group spirit and encourage them to join the activities during lunch time, our School has decided that F.1 to F.3 students have to stay in our school to have lunch. We also encourage F.4 to F.6 student to follow suit. Please kindly pay attention to the followings:

- (1) Having got the consent from Parent-Teacher Association, Food Committee decided to employ Danny Catering Services Ltd the lunch supplier of this school term, with each lunch costs at \$19.00. Students are free to pack their lunch to school, buy lunch at the tuckshop in our school or get their lunch delivered by their family members.
- (2) Our School provides storage and heating service for lunch (Quota: 50, on a first-come-first-served basis). Students are required to put their lunch boxes in the refrigerator between 7: 45 am to 8: 00 am in Room 208 (Late comer will not be entertained), and heat their lunch boxes in Room 208 within specific period (F.4 to F.6: 12: 45 pm 1: 15 pm, F.1 to F.3: 1: 00 pm-1: 15 pm). Food must be safe and healthy, so heating sushi, cup noodles or instant rice are not allowed so as to avoid any possibility of diarrhea, accidents or unhealthy diet. If any student does not follow the rules as mentioned above, our School will consider to depriving of one's rights of using the food storing and heating facilities.

To secure our students' safety and state of health, our School forbids our students to receive any food delivery service outside school.

Thank you for your attention.

Yours faithfully,

Principal of Lock Tao Secondary School