Reference No.: 014/17-18

1st September 2017

Dear Parents / Guardians,

School Bus Service

In order to provide convenience to students going to school in the morning, school bus service is available during the school year of 2017-18. for students living in Kwong Yuen Estate, Yu Chui Court, City One, Belair Gardens, Garden Rivera, Sha Kok Estate, Pok Hong Estate, Jat Min Chuen, Chun Shek Estate, Sun Tin Wai Estate, Golden Lion Garden, Sun Chui Estate, Ka Keng Court, Festival City and Mei Tin Estate. If any parents are in financial difficulties, you can send us a letter to apply for full grant or half grant for school bus fees. For information regarding pick-up locations, timetables and fees, you can browse our School's webpage → School Management →School bus

Service. Please kindly fill in the reply slip below and return to our school office on or

before September 4th (Monday).

Our school bus service will start on September 5th. Students who have decided to go to school by school bus but have not paid the school bus fees before the due date, they can still take the school bus, and pay the fee as soon as possible. For further information about the school bus service, you are kindly advised to browse our school webpage (www.locktao.edu.hk).

Thank you for your attention.

Yours faithfully,

Principal of Lock Tao Secondary School

Signature of parent / guardian:_____

Contact No. of parent / guardian:

Contact No. of student:

Date:_____

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