



樂道中學

LOCK TAO SECONDARY SCHOOL

Reference No. : 042/17-18

12<sup>th</sup> October, 2017

Dear Parents / Guardians,

**The 40<sup>th</sup> Sports Day**

The Sports Day is one of the biggest event of our school. Our aims are not only to strengthen our students' physical ability, but also provide a balanced development in both mental and physical health and promote a sense of team spirit. Details of the Sports Day are as follows:

- Date : 20th October, 2017 (Friday)  
8:05 am to 4:30 pm
- Gathering Place : Shatin Yuen Wo Road Sports Ground (Students should go there by themselves)
- Dress Code : Students must wear proper sportswear, including House shirts and long sports trousers. If the weather turns cold, students are allowed to wear sports jackets. There are no restrictions on sports shoes and bags
- Lunch : Self-prepared
- Remarks : If any student is absent due to sickness, he/she must submit doctor's medical certificate as a supporting document

Sports Day is one of the most important activities of our school. Students should be punctual. Any students who are absent without any acceptable reasons will be marked on report card and have penalty.

If bad weather happens on Sports Day, special arrangement will be announced on the school's webpage's 'School Notice Board' in the morning.

Yours faithfully,

Principal of Lock Tao Secondary School

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**Reference No.: 042/17-18**

To Principal,

**The 40<sup>th</sup> Sports Day**

I am the parent/guardian of \_\_\_\_\_ (Name) of Class \_\_\_\_\_ (Class No.: \_\_\_\_ ),  
I acknowledge that I have read and understood the contents of the matter regarding "The 40<sup>th</sup> Sports Day" and I will encourage my child to attend the Sports Day and follow the rules set by the school.

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

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

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