



樂道中學

LOCK TAO SECONDARY SCHOOL

Reference No. : 156/17-18

17th April, 2018

Dear Parents / Guardians,

Early Dismissal on 9th May

As all the teachers need to attend a School Development Plan meeting, inspect learning and teaching, inspect the current situation of student growth, and draft a 3-year School Development Plan. Thus, our school will be dismissing early at 12:45 pm on 9th May, 2018 and there will be no classes in the afternoon.

Yours faithfully,

Principal of Lock Tao Secondary School

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Reference No.: 156/17-18

To Principal,

Early Dismissal on 9th May

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 “Early Dismissal on 9th May”.

Name of parent / guardian : _____

Signature of parent / guardian : _____

Date : _____