



24<sup>th</sup> April, 2018

Dear Parents / Guardians,

**The 54th Graduation Ceremony**

The 54th Graduation Ceremony (2017 - 2018) will be held on May 18th, 2018 (Friday) at 5:00 p.m. in our School Hall. Your child must wear full summer school uniform and attend the ceremony by 4:00 p.m. The ceremony will end at 6:45 p.m.

Yours faithfully,

Principal of Lock Tao Secondary School

\* If a typhoon signal No. 8 or above, Red or Black rainstorm warning is hoisted by 2:00 p.m. on that day, the ceremony will be cancelled.

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**Reference No. : 161/17-18**

To: Principal

**The 54th Graduation Ceremony**

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 54th Graduation Ceremony.

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

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

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