



30th October, 2018

Dear Parents / Guardians,

Changing Winter School Uniform Starting from 10 December 2018 onward

Please note that students should wear winter school uniform from 10 December 2018 onward. However, students can wear winter school uniform from 5 November 2018 if the weather is cold.

Students can purchase the following items from the school office.

- School Tie - \$25
- Badge - \$5
- Cotton waist belt - \$10

Yours faithfully,

Principal of Lock Tao Secondary School

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Reference No.: 054/18-19

To Principal,

Changing Winter School Uniform Starting from 10 December 2018 onward

I am the parent/guardian of _____ (Name) of Class _____ (Class No.: ____).
I acknowledge that I have read and understood the notice regarding “Changing Winter School Uniform starting from 10 December 2018 onward.”

Name of parent / guardian : _____

Signature of parent / guardian : _____

Date : _____