

21st September, 2021

Reference No.: 034/21-22

Dear Parents / Guardians,

Non-Chinese Speaking Students' Parents Day

Our School has been paying attention to the development and growth of our students, we proactively keep close communication with our parents and report to you about your children's life in school. We sincerely invite you to attend our Parents Day. You can discuss with your child's teacher regarding your child's learning progress. Details of the Parents Day are as follows:

| | | r child's learning progress. Details of the Parents Day are as follows: |
|---------------------------------------|--------|---|
| Date | : | 30 th September, 2021 (Thursday) |
| Time | : | 6:00pm to 7:30pm |
| Venue | : | Hall |
| Remarks | : | Parents who wish to pray Maghrib can go to Room 102 at 5:45 p.m. |
| We | woul | d also invite your child to come with you. Thank you for your attention. |
| | | Yours faithfully, |
| ~ | | Principal of Lock Tao Secondary School |
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| To Princ | ipal, | Non-Chinese Speaking Students' Parents Day |
| | | |
| I a | m the | e parent/guardian of (Name) of Class (Class No.:). |
| I have re | ad an | d understood the contents of the matter regarding "Non-Chinese Speaking Students" |
| Parents I | Day". | |
| | | Name of parent / guardian : |
| | | Signature of parent / guardian : |

Date