



22nd April, 2026

Dear Parents / Guardians,

62nd Speech Day (S6 Graduates)

The 62nd Speech Day of our school will be held on 22nd May, 2025 (Friday) at 3:00 p.m. at the School Hall. Your child should wear a neat and tidy summer school uniform and come to school before 12:45 p.m. to attend the rehearsal. The ceremony will end approximately at 4:35 p.m. If the uniform or appearance of a Secondary 6 student does not meet the school requirements, he/she will not be allowed to attend the Speech Day.

Our school eagerly looks forward to seeing you at the ceremony so that you can witness your child’s growth and development. Please indicate whether you will attend the event and the number of attendees in the e-notice. You may also call the general office at 2602 1000 on or before 5th May providing the count of attendees. Each graduate may bring a maximum of two family members to attend the ceremony. Due to the limited space in the School Hall, if the number of family members exceeds the limit, family members are welcome to watch the live broadcast in the classroom. We apologize for any inconvenience. (For children under the age of six attending the Speech Day, parents are required to accompany them to room 101 to watch the live broadcast instead.)

Thank you for your attention.

Yours faithfully,

Principal of Lock Tao Secondary School

- * Please note that the ceremony will be postponed to the following day if a Black/Red Rainstorm Warning Signal is issued or if Typhoon Signal No. 8 or higher is hoisted at 12:00 noon on the event day.
 - * Please note that the ceremony will be postponed to the following day if Typhoon Signal No. 8 or higher is hoisted between 12:00 noon and 3:00 p.m. on the event day. If the Red/Black Rainstorm Warning is issued between 12:00 noon and 3:00 p.m. on the event day, the continuation of the ceremony will depend on the circumstances.
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Reference No. : 144/25-26

To: Principal

62nd Speech Day (S6 Graduates)

I am the parent/guardian of (Class) _____ (Student Name) _____().

I have acknowledged that I have read and understood the contents of the issue regarding the notice of “62nd Speech Day” and reply as the following : (Please the appropriate box)

Number of attendees : _____; (Number of children under 6 years old: _____)

We will not attend the Speech Day.

Name of parent / guardian : _____

Signature of parent / guardian : _____

Date : _____