



14<sup>th</sup> April, 2026

Dear Parents / Guardians,

**Parents' Day for NCS Students**

In order to facilitate effective partnerships between teachers and parents, our school will organize a Parents' Day on 25<sup>th</sup> April, 2026 (Saturday). You are sincerely invited to come to our school to receive the second term test report card of your child and discuss with the class teacher about your child's performance and behaviours in school and at home, with the hope to work out an effective teaching and parenting method to bring your child to a better development in the future. At the same time, national affairs exhibition will be held in the covered playground. Parents are encouraged to attend.

Please go to classroom<sup>#</sup> in our school at 10:00 a.m. to meet the class teacher. Please sign this reply slip on or before 20<sup>th</sup> April, 2026 for our arrangement accordingly. Your child is required to wear neat school uniform when going to school with you to receive the report card.

Yours faithfully,

Principal of Lock Tao Secondary School

# S1A : Room 101 ; S2B : Room 105 ; S3B : Room 205 ; S4B : Room 301 ; S5B : Room 406

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**Reference No. : 156C/25-26**

To: Principal

**Parents' Day for NCS Students**

I am the parent / guardian of Class \_\_\_\_\_ (Student Name) \_\_\_\_\_ ( ),

I acknowledge that I have read and understood the contents of the matter regarding the Parents' Day for NCS Students and I

- will attend the Parents' Day as mentioned to meet the class teacher.
- will not attend the Parents' Day.

(\* Please ✓ tick the appropriate box )

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

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

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