



30<sup>th</sup> January 2024

Dear Parents / Guardians:

**Secondary 4 to 5 Second Term Test**

Secondary four to five Second Term Test for the academic year 2023-2024 will be held from 4<sup>th</sup> March 2024 to 14<sup>th</sup> March 2024. You are advised to pay attention to the following points and encourage your children to prepare for the examination so they can obtain good results.

1. The purpose of the examination is to assess the ability of the students in different subjects. In the event that a student who has been proved to be cheating by any means or to assist another student in cheating, the student concerned is subject to receiving a zero for the examination mark and a major offence.
2. Students should not bring mobile phones or any electronic devices that have text displaying function to the examination venue. If a student is found to have the above mentioned items during examination, the student will receive a minor offence.
3. Students should use pencils for doing multi-choice questions; otherwise 20% of the total score of that part will be deducted.
4. The calculators used in test should bear the label “HKEAA approved”.
5. If the Education Bureau (EDB) announces class suspension on the examination day, the subject scheduled will be assessed on the day after the examination period. The make-up examination will last for 3 days. If the class suspension lasts for four days or more, the related subject(s) examination will be cancelled.
6. During the examination period, students should arrive school before 8:05 am.
7. During the examination period, students should go home immediately after dismissal to do the revision.
8. Please refer to page 12 of the Student Handbook for further examination rules and regulations.

Yours faithfully,

Principal of Lock Tao Secondary School

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To Principal:

Reference No : 120/23-24

**Secondary 4 to 5 Second Term Test**

I am the parent/guardian of (Class) \_\_\_\_\_ (Student Name) \_\_\_\_\_ ( ).  
I acknowledge reading the notice on the “Secondary 4 to 5 Second Term Test”.

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

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

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

**Lock Tao Secondary School**  
**Second Term Test 2023-2024**  
**Timetable**  
**Secondary Four**  
**(Non-Chinese Speaking Student)**

<b>Date</b>	<b>Time</b>	<b>Subject</b>	<b>Venue</b>
<b>04/03/2024</b> 〔 Monday 〕	<b>8:30 - 10:00</b>	<b>Information and Communication Technology</b>	<b>Room 302</b>
<b>05/03/2024</b> 〔 Tuesday 〕	<b>8:30 - 9:35</b>	<b>* Chinese Language 3 (GCSE) Reading and Understanding</b>	<b>Room 306</b>
	<b>10:05 - 11:35</b>	<b>Chinese Language 2 (GCSE) Speaking</b>	
<b>06/03/2024</b> 〔 Wednesday 〕	<b>Revision</b>		
<b>07/03/2024</b> 〔 Thursday 〕	<b>8:30 - 9:45</b>	<b>* English 1</b>	<b>Hall</b>
	<b>10:15 - 11:15</b>	<b>English 2</b>	
<b>11/03/2024</b> 〔 Monday 〕	<b>8:30-10:00</b>	<b>Business, Accounting and Financial Studies</b>	<b>Room 302</b>
<b>12/03/2024</b> 〔 Tuesday 〕	<b>Revision</b>		
<b>13/03/2024</b> 〔 Wednesday 〕	<b>8:30 - 9:45</b>	<b>*Mathematics 1</b>	<b>Hall</b>
	<b>10:15 - 11:15</b>	<b>Mathematics 2</b>	
<b>14/03/2024</b> 〔 Thursday 〕	<b>8:30 – 10:30</b>	<b>*Citizenship and Society Development</b>	<b>Hall</b>

\* When sitting for examinations held in the hall, students should queue up in the playground 20 minutes before the start of the first session. (In case of rain, students should queue up in the covered playground.)