

Tung Wah Group of Hospitals Lo Wong Pik Shan Nursery School
Information on Admission to KI Classes in the 2024/25 School Year

1. Collection of application Forms (No quota for application):

- Download from school website
<http://www.tungwahcsd.org/tc/our-services/youth-and-family-services/day-nursery-services/LWPSNS/introduction>
- Get the application form at our school in person.
- Download it from the download zone of our school's website.
- Get the application form by post.

2. Distribution Period:

- Date: Whole year (except School Holidays or Public Holidays)
- Time: 8:00 a.m. to 6:00 p.m. (Mondays to Fridays)/ 8:00 a.m. to 1:00 p.m. (Saturdays)

3. Submission of Application Forms (No acceptance limit for application forms):

- Method: Please bring along the following documents to hand in your application at the school in person: filled application form with a recent photo of the applicant attached, two sufficiently stamped self-addressed envelopes, and the applicant's birth certificate (original and copy).
- Please bring along your child's original and a duplicate copy of birth certificate.
- Two stamped self-addressed envelopes are also required.

Return Period:

1. Date: Whole year (except School Holidays or Public Holidays).
2. Time: 8:00 a.m. to 6:00 p.m. (Mondays to Fridays)/ 8:00 a.m. to 1:00 p.m. (Saturdays)

4. Application Fee:

- Free of charge

5. Application for the “2024/25 Registration Certificate for Kindergarten Admission”

- Education Bureau (EDB) implement the Free Quality Kindergarten Education policy, EDB will use the “Registration Certificate for Kindergarten Admission” as the document for registration in the 2024/25 school year.
- Parents are required to submit an application for the “2024/25 Registration Certificate for Kindergarten Admission” (hereafter referred as “2024/25 RC”) to EDB **from September to November 2023**. The “2024/25 RC” will be open for applications in September 2023 and EDB will announce and upload the details of application onto EDB's website (www.edb.gov.hk) in due course.

6. Admission Criteria

- Application will be arranged on a first-come-first-serve basis.
- Priority will be given to applications who have siblings currently studying at our school.

- Priority will be given to cases with social needs and referred by registered social workers.
- Priority will be given to applicants who are now taking nursery or day crèche service at Tung Wah Group of Hospitals.

7. Interview Arrangement

- The Nursery School will arrange interview for applicants.
- Interviews will be conducted in 4 November 2023.
- Group and/or individual interviews will be arranged.
- Parents should accompany their child for the interview.

8. Arrangement for admission application of non-Chinese Speaking (NCS) Children

- When interviewing NCS children, interpretation and/or translation service for applicants will be provided where necessary; or parents and children are allowed to be accompanied by a Chinese speaking relative/friend to facilitate communication.
- Enquiry Telephone Number and Email Address for Parents of NCS Children
Tel No: 2712 9383
Email address: lwpsns@tungwah.org.hk

9. Announcement of Admission Results

- We will inform parents of the K1 admission results before 15 December 2023 by phone and by post.

10. Registration Arrangement

- Successful applicants: Parents should complete the registration procedures for their child from 4 to 6 January 2024 (“Centralised Registration Dates”) by submitting the original “2024/25 RC” to the Nursery School and paying the registration fee.
- Applicants on the waiting list: Parents should complete the registration procedures for their child according to the specified date set by the school. Parents are required to submit the original of the “2024/25 RC” to the Nursery School and pay the registration fee.
- Please be reminded that if parents cannot submit the “2024/25 RC” during registration, the Nursery School may not be able to complete the registration process for their child. Hence, parents are required to submit application for the Registration Certificate to EDB within the specified period.
- The registration fee for 2024/25 K1 place is HK.\$1570.00. If the child admitted is informed that he or she does not require payment of the school fee, the registration fee paid will offset the school fee, and the difference will be returned to the parents. Should parents decide to change school after registration, please notify the Nursery School in writing. The Nursery School will return the “2024/25 RC” but the registration fee will not be refunded. Upon returning the “2024/25 RC”, the Nursery School will no longer keep the school place for the child.

11. Enquiry

Our telephone no.: 2712 9383

Our e-mail address: lwpsns@tungwah.org.hk

References can be obtained from the following websites:

- **EDB Circular Memorandum no. 78/2023**
Admission Arrangements for Nursery Classes in Kindergartens for the 2024/25 School Year
- ✧ **Chinese version**
https://www.edb.gov.hk/attachment/tc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/202425%20K1%20Admission%20Arrangements/EDBCM78_2023_TC.pdf
- ✧ **Simplified Chinese version**
https://www.edb.gov.hk/attachment/sc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/202425%20K1%20Admission%20Arrangements/EDBCM78_2023_SC.pdf
- ✧ **English version**
https://www.edb.gov.hk/attachment/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/202425%20K1%20Admission%20Arrangements/EDBCM78_2023_EN.pdf
- **Frequently Asked Questions**
- ✧ **Chinese version**
https://www.edb.gov.hk/attachment/tc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/202425%20K1%20Admission%20Arrangements/FAQ%202024_25_TC.pdf
- ✧ **Simplified Chinese version**
https://www.edb.gov.hk/attachment/sc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/202425%20K1%20Admission%20Arrangements/FAQ%202024_25_SC.pdf
- ✧ **English version**
https://www.edb.gov.hk/attachment/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/202425%20K1%20Admission%20Arrangements/FAQ%202024_25_EN.pdf