

Tung Wah Group of Hospitals Shiu Wong Lee Moon Fook Nursery School

Information on Admission to K1 Classes in the 2024/25 School Year

1. Collection of Application Forms:

- Download from Tung Wah Group of Hospitals Community Services Division Website.
<http://www.tungwahcsd.org/en/our-services/youth-and-family-services/day-nursery-services/category/9>
- Download from School Website.
<https://swlmfns.tungwahcsd.org/en/page/admission#>
- Obtain from school in person.

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:

- Children aged 1.
- Method: Submit the application form with your child's original Birth Certificate and original Family Health Service Department of Health Immunisation Record.
- Two stamped self-addressed envelopes are also required.
- Return Period:
Date: Whole year (except School Holidays or Public Holidays)
Time: 9:30 a.m. to 5:00 p.m. (Mondays to Fridays) / 9:30 a.m. to 1:00 p.m. (Saturdays)

4. Application Fee:

- Free of charge.

5. Application for the “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 “Registration Certificate for Kindergarten Admission” (hereafter referred as “RC”) to EDB from September to November 2023.
- The “RC” would be open for applications in September 2023 and EDB would announce and upload the details of application onto EDB’s website (https://www.edb.gov.hk/k1-admission_e) in due course.

6. Admission Criteria:

- Children aged 2 – 6.
- Priority placement would be granted to families with social needs referred by Social Welfare Department.
- The applicant with sibling(s) currently studying in the Nursery School will be considered in higher priority.

7. Interview Arrangements:

- The Nursery School will arrange interview for all applicants.
- The interview starts on 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.

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 Arrangements:

- Successful applicants: Parents should complete the registration procedures for their child from 4 to 6 January 2024 ("Centralised Registration Dates") by submitting the original "RC" to the Nursery School and paying the registration fee.
- Applicants on the waiting list: The Nursery School will inform Parents by phone and/or by post .
- 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 "RC" to the Nursery School and pay the registration fee.
- Please be reminded that if parents cannot submit the "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 is admitted, the difference after deducting the school fee will be returned to the parents, or the parents may return the difference to the school. Should parents decide to change school after registration, please notify the Nursery School in writing. The Nursery School will return the "RC" but the registration fee will not be refunded. Upon returning the "RC", the Nursery School will no longer keep the school place for the child.

11. Enquiry:

Our Telephone No.: 2580 2273

Our E-mail Address: swlmfns@tungwah.org.hk

References can be obtained from the following websites:

➤ **EDB Circular Memorandum no. 78/2023**

✧ **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

➤ **Guidelines on Kindergarten Admission Arrangements 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/2024-25_Admission%20Guidelines_TC.pdf

✧ **Simplified Chinese version**

https://www.edb.gov.hk/attachment/sc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/202425%20K1%20Admission%20Arrangements/2024-25_Admission%20Guidelines_SC.pdf

✧ **English version**

https://www.edb.gov.hk/attachment/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/202425%20K1%20Admission%20Arrangements/2024-25_Admission%20Guidelines_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**

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✧ **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