

Tung Wah Group of Hospitals Fong Shu Chuen Nursery School Information on Admission to K1 Classes in the 2024/25 School Year

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

- Download from Tung Wah Group of Hospitals Community Services website
<http://www.tungwahcsd.org/en/our-services/youth-and-family-services/day-nursery-services/FSCNS/application;category/9>
- Download from Nursery School website
<https://fscns.tungwahcsd.org/en/page/home#>
- Obtain from school in person
- Request by post (with a stamped self-addressed envelope)

2. Distribution Period:

- Date: Whole year (except School Holidays or Public Holidays)
- Time: 9:00 a.m. to 6:00 p.m. (Mondays to Fridays) / 9:00 a.m. to 1:00 p.m. (Saturdays)

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

- In order to apply our Nursery School, please prepare a completed Application Forms with photo attached.
- Please bring along your child's 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: 10:00 a.m. to 6:00 p.m. (Mondays to Fridays) /
9:00 a.m. to 12:00 noon (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

- The applicant with sibling(s) currently studying in the kindergarten will be considered in higher priority.
- The applicant with family need will be considered in higher priority when applying for the full day classes.
- Performance during interview.

(As the number of school places is limited, please be aware that not all applicants fulfilling

the criteria will be guaranteed a school place.)

7. Interview Arrangement

- The kindergarten will arrange interview for all applicants
- Interviews will be conducted in 11 November 2023
- Group and/or individual interviews will be arranged
- Parents should accompany their child for the interview

8. Foreign Student

- 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 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 kindergarten 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 kindergarten and pay the registration fee.
- Please be reminded that if parents cannot submit the “2024/25 RC” during registration, the kindergarten 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. 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 school in writing. The school will return the “2024/25 RC” but the registration fee will not be refunded. Upon returning the “2024/25 RC”, the school will no longer keep the school place for the child.

11. Enquiry

Our telephone no.: 2887 2106

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

References can be obtained from the following websites:

➤ **EDB**

Admission Arrangements for Nursery Classes in Kindergartens for the 2024/25 School Year

✧ **Chinese version**

<https://www.edb.gov.hk/tc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-2425.html>

✧ **Simplified Chinese version**

<https://www.edb.gov.hk/sc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-2425.html>

✧ **English version**

<https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-2425.html>



只供本園填寫 For Official Use Only	
申請編號 Application No.:	

東華三院方樹泉幼兒園
TWGHs Fong Shu Chuen Nursery School
入學申請表
Application Form for Admission

甲部：申請人資料

Part I: Applicant's Particulars

中文姓名 Name in Chinese		性別 Sex	<input type="checkbox"/> 男 M <input type="checkbox"/> 女 F	相片 Photo
英文姓名 Name in English		年齡 Age		
出生日期 Date of Birth		出生地點 Place of Birth		
#出生證明書號碼 #Birth Certificate No.		家中常用語言 Spoken Language at Home		
住址 Home Address				
電郵地址 Email Address		電話 Telephone No.		
申請班級 Applying for Class	<input type="checkbox"/> 幼初班 (N) <input type="checkbox"/> 如未能成功輪候幼初班(N)，將繼續輪候幼兒班(K1)。 Would consider wait-listing K1, if not admitted to N.			
	<input type="checkbox"/> 幼兒班 (K1)			
	<input type="checkbox"/> 低 班 (K2)			
	<input type="checkbox"/> 高 班 (K3)			

如使用出生證明書以外的身份證明文件，請註明。

If Identity Document(s) other than Birth Certificate is used, please specify.

乙部：家長／監護人資料

Part II: Parent / Guardian's Particulars

	父親 Father	母親 Mother	監護人 (關係：_____) Guardian (Relationship: _____)
中文姓名 Name in Chinese			
英文姓名 Name in English			
日間聯絡電話 Contact No.			
+教育程度 +Education Level			
*職業 *Occupation			
工作地區 Work District			

- + : (P) 小學 Primary Level (S) 中學 Secondary Level (U) 大學 University Level (O) 其他 Others
* : (H) 主婦 Housewife (M) 體力工作 Manual Work (S) 服務行業 Service Sector (C) 文職 Clerical
(P) 專業工作 Professional (O) 其他 Others

丙部：現／曾就讀本幼兒園的兄弟姊妹資料 (如適用)

Part III: Particulars of Siblings attending / having attended this Nursery School (if applicable)

	姓名 Name	與兒童關係 Relationship
1		
2		

丁部：其他資料

Part IV: Other Information

曾就讀／現就讀學校（如適用） Former School (if applicable)		班別 Class	
家庭狀況 Family Status	兄弟 Brother(s) _____ 姊妹 Sister(s) _____ 其他同住家人，請註明 Other family members, please specify _____		
認識本園途徑 Learn about our school	<input type="checkbox"/> 本校網頁 School website <input type="checkbox"/> 兄姊就讀本校 Graduated or currently studying sibling(s) <input type="checkbox"/> 幼兒園單張／橫額 Leaflet / Banner <input type="checkbox"/> 親友推薦 Recommended by relatives / Friends <input type="checkbox"/> 其他，請註明 Others, please specify _____		
申請入學原因 （可選多於一項） The reason(s) of applying our school (can select more than one answer)	<input type="checkbox"/> 就近居所 Close to residence <input type="checkbox"/> 欣賞本園教學模式 Appreciate our teaching style <input type="checkbox"/> 優良師資 Experienced teachers <input type="checkbox"/> 親友介紹 Introduced by relatives / Friends <input type="checkbox"/> 校舍環境 School environment <input type="checkbox"/> 信賴辦學團體 Trust in the educational operator <input type="checkbox"/> 校譽良好 Good reputation <input type="checkbox"/> 其他，請註明 Others, please specify _____		
社會需要（如適用） Social Needs (if applicable)	<input type="checkbox"/> 雙職家庭 Working parents <input type="checkbox"/> 單親家庭 Single-parent families <input type="checkbox"/> 家庭成員的特別情況 Family member with special needs <input type="checkbox"/> 社工推薦 Referred by social worker <input type="checkbox"/> 其他，請註明 Others, please specify _____		

備註：請在適當的□內加上✓。 Remarks: Please tick the appropriate boxes.

注意事項：

- 此表格所提供的個人資料會用作處理幼兒園入學申請之用，在未獲取錄或主動放棄學位，有關資料將被銷毀。
- 當你提供這些個人資料時，請確保這些資料是準確及完整的。如果你未能向本園提供所需的資料或你所提供的資料錯誤／不完整，你的申請將會受到影響。
- 請注意你的個人資料可能會被東華三院交予：
 - 東華三院內的有關人士；
 - 根據法例東華三院得按法例的要求及指明的用途和目的提供該等資料予任何有關政府部門／適當的機構；或
 - 在法律容許或授權的情況下。
 東華三院將會在得到你的同意後，才使用你的個人資料作為其他目的。
- 根據個人資料（私隱）條例規定，申請人有權要求查閱、更正及更新其個人資料。如有查詢，請與幼兒園聯絡。

Points to Note:

- Personal data provided by means of this application form will be used for processing application for nursery school admission. Applicant who give up the enrollment or is not shortlisted, all information provided will be disposed of.
- When you provide personal data to us, please make sure that the data are accurate and complete. If you fail to provide us with the information required or if the information provided is inaccurate or incomplete, your application will be affected.
- Please also note that your personal data may be made available to:
 - appropriate persons in Tung Wah Group of Hospitals;
 - any relevant government departments / appropriate authorities when Tung Wah Group of Hospitals is required to provide them under the relevant legislation for use for the purpose of that legislation; or
 - where permitted or authorized by law.
 We will obtain your consent before using your personal data for any other purposes.
- If you wish to require access to and / or correction of your personal data, you may do so under Personal Data (Privacy) Ordinance. If you wish to do so, please contact the nursery school.

日期：
Date: _____

家長／監護人姓名：
Name of Parent / Guardian: _____
家長／監護人簽署：
Signature of Parent / Guardian: _____

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收表日期 Submission Date		收表者 Receiver	
聯絡日期 Contact Date	約見日期 Date of Appointment		約見者 Interviewer
申請結果 Result of the Interview	<input type="checkbox"/> 入學 Available	<input type="checkbox"/> 候補 Waiting List	<input type="checkbox"/> 放棄學位 Renunciation
入園日期 Admission Date	入園編號 Admission No.		通知結果日期 Date of Notification
			離園日期 Withdrawal Date