From       : Secretary for Education
To         : Heads of Kindergartens, Primary and Secondary Schools
Ref.       : EDB(CD)/ADM/50/1/2(11)
Tel.        : 2892 6680
Date       : 17 March 2014

Distribution of Learning and Teaching Materials by Curriculum Development Institute
(March 2014)

(Note: This circular memorandum should be read by heads of all kindergartens, primary and secondary schools)

Summary
The purpose of this circular memorandum is to inform heads of kindergartens, primary and secondary schools about the distribution of learning and teaching materials by Curriculum Development Institute, Education Bureau, and the related arrangements. Materials to be distributed in this issue are: “Arts Education, Senior Secondary Curriculum” Leaflet (Chinese version only), Learning and Teaching Resources on “Chinese Literature Masterpiece Appreciation Series” (Chinese Version Only), Collected Ideas IV: Experience Sharing on the Learning and Teaching of Putonghua (Chinese version only), “Going to Primary School” - Parent-child Reading & Colouring Booklet, Pamphlet and Booklets on “Parent-child Reading is Fun”, “Geometric Construction: Examples, Solutions and Proofs” (A book in Chinese), Enquiry-based Fieldwork in Geography: Student Handbook (Part 2) – Using different field study instruments, S1-3 Geography Curriculum Support Materials: Learning and Teaching Resource Folder (2), Basic Law Bulletin Issue No. 15 and Dance Learning and Teaching Package.

Details
2. Learning and teaching materials to be distributed in March 2014 -
a) For kindergartens:

<table>
<thead>
<tr>
<th>Key Learning Area/ Subject</th>
<th>Title</th>
<th>For the attention /action of</th>
<th>Remarks</th>
<th>Annex</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Kindergarten</td>
<td>“Going to Primary School” - Parent-child Reading &amp; Colouring Booklet</td>
<td>School heads</td>
<td>Schools should collect the booklet on a need basis for distribution to parents of K3 students. Not applicable to Special schools, ESF schools and International schools.</td>
<td>4</td>
</tr>
<tr>
<td>(ii) Kindergarten</td>
<td>Pamphlet and Booklets on “Parent-child Reading is Fun”</td>
<td>School heads</td>
<td>Schools should collect the pamphlet, booklet on “Parent-child Reading is Fun - for Parents of Children Aged 0-3” and booklet on “Parent-child Reading is Fun - for Parents of Children Aged 3-6” on a need basis for distribution to parents of students.</td>
<td>5</td>
</tr>
</tbody>
</table>

b) For primary schools:

<table>
<thead>
<tr>
<th>Key Learning Area/ Subject</th>
<th>Title</th>
<th>For the attention /action of</th>
<th>Remarks</th>
<th>Annex</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Chinese Language Education</td>
<td>Collected Ideas IV : Experience Sharing on the Learning and Teaching of Putonghua (Chinese version only)</td>
<td>Panel chairperson and teachers of Putonghua</td>
<td>Not applicable to ESF schools and International schools</td>
<td>3</td>
</tr>
<tr>
<td>Key Learning Area/Subject</td>
<td>Title</td>
<td>For the attention/action of</td>
<td>Remarks</td>
<td>Annex</td>
</tr>
<tr>
<td>---------------------------</td>
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<td>-------</td>
</tr>
<tr>
<td>(ii) Primary Education</td>
<td>Pamphlet and Booklet on “Parent-child Reading is Fun”</td>
<td>School heads and teacher librarians</td>
<td>Schools should collect the pamphlet and booklet on “Parent-child Reading is Fun for Parents of Children Aged 6-9” on a need basis for distribution to parents.</td>
<td>5</td>
</tr>
<tr>
<td>(iii) Basic Law Education / General Studies</td>
<td>Basic Law Bulletin Issue No. 15</td>
<td>Coordinators of Moral and Civic Education / General Studies</td>
<td>Teachers are encouraged to make use of the Bulletin for the promotion of Basic Law education</td>
<td>9</td>
</tr>
<tr>
<td>(iv) Physical Education</td>
<td>Dance Learning and Teaching Package</td>
<td>School heads, panel head and teachers of Physical Education KLA</td>
<td>The Chinese version of the package is a revised edition of the one published in 2008 while the English version is a new edition.</td>
<td>10</td>
</tr>
</tbody>
</table>

c) For secondary schools:

<table>
<thead>
<tr>
<th>Key Learning Area/Subject</th>
<th>Title</th>
<th>For the attention/action of</th>
<th>Remarks</th>
<th>Annex</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Arts Education Section</td>
<td>“Arts Education, Senior Secondary Curriculum” Leaflet (Chinese version only)</td>
<td>School heads</td>
<td>Not applicable to ESF schools and International schools.</td>
<td>1</td>
</tr>
<tr>
<td>(ii) Chinese Language Education</td>
<td>Learning and Teaching Resources on “Chinese Literature Masterpiece Appreciation Series” (Chinese Version Only)</td>
<td>Panel Chairperson and teachers of Chinese Literature</td>
<td>Not applicable to ESF schools and International schools</td>
<td>2</td>
</tr>
<tr>
<td>(iii) Chinese Language Education</td>
<td>Collected Ideas IV : Experience Sharing on the Learning and Teaching of Putonghua (Chinese version only)</td>
<td>Panel chairperson and teachers of Putonghua</td>
<td>Not applicable to ESF schools and International schools</td>
<td>3</td>
</tr>
<tr>
<td>Annex</td>
<td>Key Learning Area/Subject</td>
<td>Title</td>
<td>For the attention /action of</td>
<td>Remarks</td>
</tr>
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</tr>
<tr>
<td>(v)</td>
<td>Personal, Social and Humanities Education Key Learning Area/Geography</td>
<td>Enquiry-based Fieldwork in Geography: Student Handbook (Part 2) – Using different field study instruments</td>
<td>Geography panel chairpersons of the Personal, Social and Humanities Education Key Learning Area</td>
<td>Not applicable to ESF schools and International schools</td>
</tr>
<tr>
<td>(vi)</td>
<td>Personal, Social and Humanities Education Key Learning Area/Geography</td>
<td>S1-3 Geography Curriculum Support Materials: Learning and Teaching Resource Folder (2)</td>
<td>Geography panel chairpersons of the Personal, Social and Humanities Education Key Learning Area</td>
<td>Not applicable to ESF schools and International schools</td>
</tr>
<tr>
<td>(vii)</td>
<td>Basic Law Education / Personal, Social &amp; Humanities Education Key Learning Area / Liberal Studies</td>
<td>Basic Law Bulletin Issue No. 15</td>
<td>Coordinators of Moral and Civic Education / Personal, Social &amp; Humanities Education / Liberal Studies</td>
<td>Teachers are encouraged to make use of the Bulletin for the promotion of Basic Law education</td>
</tr>
<tr>
<td>(viii)</td>
<td>Physical Education</td>
<td>Dance Learning and Teaching Package</td>
<td>School heads, panel head and teachers of Physical Education KLA</td>
<td>The Chinese version of the package is a revised edition of the one published in 2008 while the English version is a new edition.</td>
</tr>
</tbody>
</table>

3. Please refer to the respective Annexes for the detailed information. We shall forward the items at Annexes 6, 7, 8 and 9 by post to schools within two weeks from the issue of this circular memorandum. For the items at Annexes 1, 2, 3, 4, 5 and 10 which require collection by schools, please complete the respective collection slips attached and arrange staff members to collect the items. Details for the collection are listed on the respective Collection Slips.

Enquiry

4. Enquiries may be directed to the respective **contact person** as listed in the respective Annexes.

Stephen YIP
for Secretary for Education

c.c. Heads of Sections – for information
Leaftlet on Arts Education, Senior Secondary Curriculum

(Chinese Version Only)

Purpose

This is to inform heads of secondary schools about the distribution of the captioned leaflet.

Details

2. The captioned leaflet aims to help students and parents understand the diversified arts learning pathways of the senior secondary curriculum. Students can have sustained contact with and learn the arts throughout the three years of senior secondary education, and enhance understanding of and interest in the arts, so as to achieve whole-person development.

3. Schools are requested to complete the Collection Slip attached and arrange for the collection of the leaflet at the respective Regional Education Offices from 17 March to 16 April 2014. Schools please distribute the leaflets to parents of S3 students.

Contact Person

4. For enquiries, please contact Dr KUNG Eton of the Arts Education Section, Curriculum Development Institute, Education Bureau on 3698 3534.
Learning and Teaching Resources on

“Chinese Literature Masterpieces Appreciation Series”

(Chinese Version Only)

Purpose

This is to inform heads of secondary schools, panel chairperson and teachers of Chinese Literature about the distribution of the captioned learning and teaching resources.

Details

2. In order to support the learning and teaching of the Chinese Literature Curriculum, the Chinese Language Education Section has developed the following learning and teaching resources:

   • “Chinese Literature Masterpiece Appreciation Series I: Sunrise”
   • “Chinese Literature Masterpiece Appreciation Series II: Sanyan”

3. These two booklets are now available for collection by schools. Schools are requested to fill in the Collection Slip attached and arrange for the collection of three copies of each booklet at the respective Regional Education Offices from 17 March to 16 April 2014.

Contact person

4. For enquiries, please contact Ms NG Kam-wan of the Chinese Language Education Section, Curriculum Development Institute, Education Bureau on 2892 6581.
Collected Ideas IV: Experience Sharing on the Learning and Teaching of Putonghua

(Chinese Version Only)

Purpose

This is to inform heads of primary schools and secondary schools about the distribution of the captioned curriculum support materials.

Details

2. To provide opportunity for Putonghua educators to communicate and share experience as well as to enhance Putonghua education in Hong Kong, the Chinese Language Education Section has published a pamphlet titled “Collected Ideas IV: Experience Sharing on the Learning and Teaching of Putonghua”. In the pamphlet, articles on teaching practice, pedagogic inquiry, extra curricula activities and the development of teaching and assessment of Putonghua are contained. Authors of the articles include school teachers and scholars of tertiary institutions.

3. Each school will receive two pamphlets. Schools are requested to complete the collection slip attached and arrange for collection at the respective Regional Education Offices from 17 March to 16 April 2014.

Contact Person

4. For enquiries, please contact Ms CHOI Kam-sheung of the Chinese Language Education Section, Curriculum Development Institute, Education Bureau on 2892 5758.
“Going to Primary School” – Parent-child Reading & Colouring Booklet

Purpose

This annex is to inform heads of kindergartens about the distribution of the above parent-child reading & colouring booklet.

Details

2. To facilitate children’s smooth transition to their primary school life, parental support is very important. Hence, the Curriculum Development Institute publishes the “Going to Primary School” booklet, with a view to facilitating parents to support their children with psychological and emotional needs, and to promote parent-child communication through reading. It is hoped that parents can help children prepare well for primary school life.

3. Kindergartens should collect the booklet on a need basis for distribution to parents of K3 students. Kindergartens are requested to complete the attached Collection Slip and arrange for the collection at the respective Regional Education Offices from 17 March to 16 April 2014.


Contact Person

5. For enquiries, please contact Ms CHEUNG Man-yi of the Kindergarten and Primary Section, Curriculum Development Institute, Education Bureau on 2892 5469.
Pamphlet and Booklets on “Parent-child Reading is Fun”

Purpose

This is to inform heads of kindergartens and primary schools that the above pamphlet and booklets are available for collection.

Details

2. The development of a good reading habit in the early years can enhance language learning and knowledge acquisition in preparation for life-long learning. Hence, the Curriculum Development Institute has developed a pamphlet and a series of three booklets on “Parent-child Reading is Fun” for parents of children aged 0-9. They aim at introducing the parent-child reading strategies and activities to facilitate parents to develop young children’s reading interest and habits according to different stages of child development.

3. As the above pamphlet and booklets have been distributed before, school should collect the materials on a need basis for distribution to the parents of new students of all pre-primary levels or P1 in this school year. Schools are requested to complete the attached Collection Slip and arrange for the collection at the respective Regional Education Offices from 17 March to 16 April 2014.

4. Two seminars introducing the key messages of the pamphlet and booklets to parents will be organised in April 2014. Details of the pamphlet, booklets and parent seminars will be available on http://www.edb.gov.hk/en/curriculum-development/major-level-of-edu/primary/materials/index.html.

Contact Person

5. For enquiries, please contact Mr Eric CHAN of the Kindergarten and Primary Section, Curriculum Development Institute, Education Bureau on 2892 5823.
The Book “Geometric Construction: Examples, Solutions and Proofs”

(A book in Chinese)

Purpose

This is to inform heads of secondary schools about the distribution of the captioned book.

Details


3. All secondary schools will receive TWO copies of the captioned book by post within two weeks after the issue of this circular memorandum.

Contact Person

4. For enquiries, please contact Mr LEE Kin-sum of the Mathematics Education Section, Curriculum Development Institute, Education Bureau on 2153 7456.
**Enquiry-based Fieldwork in Geography: Student Handbook (Part 2)**

– **Using different field study instruments**

(Bilingual Version)

**Purpose**

This is to inform heads of secondary schools about the distribution of the captioned DVD package.

**Details**

2. “Enquiry-based Fieldwork in Geography: Student Handbook (Part 2) – Using different field study instruments” is the second one of a series of student handbooks produced by the Personal, Social and Humanities Education Section to facilitate the implementation of enquiry-based fieldwork in S4-6 Geography. The handbook is produced in the form of 8 DVDs and contains video clips of two main areas of information: (A) Introduction to the usage of different field study instruments in Geography; and (B) Examples of using different instruments and skills in geography fieldwork. They can be used in the briefing sessions of geography fieldwork to help students develop their fieldwork ideas and choose the types of field study instruments used in their fieldwork investigations.

3. One copy of the captioned DVD package will be sent to all secondary schools within two weeks after the issue of this circular memorandum. School heads are requested to encourage teachers of Geography to make reference to the package.

**Contact Person**

4. For enquiries, please contact Ms Jenny YAU of the Personal, Social and Humanities Education Section, Curriculum Development Institute, Education Bureau on 2892 5898.
S1-3 Geography Curriculum Support Materials:

Learning and Teaching Resource Folder (2)

Purpose

This is to inform heads of secondary schools about the distribution of the captioned resource folder.

Details

2. To support the S1-3 Geography Curriculum implemented in September 2012, the Personal, Social and Humanities Section has produced the captioned resource folder to provide the latest information on the topics of the curriculum. This folder is the second part of a series of support materials and its content covers the core modules “Food problem – Can we feed ourselves?”, “The trouble of water – Too much and too little”, “Global shift of manufacturing industry – Opportunities and threats” and the elective modules “Tourists – Friends or foes?” and “Taming the sand – A long-lasting combat against desertification and sandstorms”.

3. Each secondary school will receive two copies of the captioned resource folder. We will forward the folders by post to schools within two weeks from the issue of this circular memorandum. This set of materials has also been uploaded to the following website: http://www.edb.gov.hk/en/curriculum-development/kla/pshe/references-and-resources/geography/s1-3-learning-and-teaching-resource-folder-for-the-revised-curriculum.html.

Contact Person

4. For enquiries, please contact Ms WU Shuk-ting Connie of the Personal, Social and Humanities Education Section, Curriculum Development Institute, Education Bureau on 2892 6654.
Annex 9

Basic Law Bulletin Issue No. 15

Purpose

This annex is to inform heads of secondary and primary schools about the distribution of the captioned Bulletin.

Details

2. The Basic Law Bulletin is published jointly by the Department of Justice, the Civil Service Bureau and the Constitutional and Mainland Affairs Bureau. It summarizes recent Basic Law court cases and decisions of the Legislative Council (LegCo) President on Members’ bills under Rule 51(3) and (4) of the LegCo Rules of Procedure. It also introduces key provisions and concepts of the Basic Law.

3. Featured in this issue is a review of the principle of proportionality and the concept of margin of appreciation in human rights law. The principle of proportionality has been adopted in various human rights treaties. It is used to achieve a fair balance between the demands of the general interest of the community and the requirements of the protection of the individual’s fundamental rights. This issue will discuss proportionality in international human rights treaties, followed by a review of the Hong Kong cases on the proportionality principle and the related concept of “margin of appreciation” in human rights law.

4. Each school will receive one Chinese version and one English version of the Bulletin by post within two weeks after the issue of this circular memorandum. The Bulletin has also been uploaded onto the website of the Department of Justice (http://www.doj.gov.hk/eng/public/pub20030002_i15.html). Teachers can make use of the Bulletin for the promotion of Basic Law education.

Contact Person

5. For enquiries, please contact Dr FONG Yiu-chak of the Personal, Social and Humanities Education Section, Curriculum Development Institute, Education Bureau on 2892 5735.
Dance Learning and Teaching Package

Purpose

This is to inform heads of primary, secondary and special schools about the distribution of the above-named package.

Details

2. The package is developed by the Physical Education Section to support teachers with reference including Chinese Dance, Creative Dance, Jazz & Hip Hop, Social Dance and Western Folk Dance in enhancing the teaching effectiveness on dance for the Key Learning Stages 2 to 4. The Chinese version of the package is a revised edition of the one published in 2008 while the English version is a new edition. The digital version of the package can be downloaded from the website http://resources.hkedcity.net/resource_detail.php?rid=214076854.

3. Each school will receive ONE set of English and Chinese version of the package. Schools are requested to complete the collection slip attached and arrange for the collection at respective Regional Education Offices from 26 March to 28 April 2014.

Contact Person

4. For enquiries, please contact Ms TO Ching-yee of the Physical Education Section, Curriculum Development Institute, Education Bureau on 2110 3019.
港島區域教育服務處  
香港灣仔皇后大道東183號合和中心53樓  
電話：2863 4646  
九龍區域教育服務處  
九龍塘沙福道19號教育局  
九龍塘教育服務中心東座平台  
電話：3698 4108  
新界西區域教育服務處  
新界荃灣青山道荃灣段457號華懋荃灣廣場19樓  
電話：2437 7272  
新界東區域教育服務處  
新界上水龍琛路39號上水廣場22樓  
電話：2639 4876  

<table>
<thead>
<tr>
<th>地點</th>
<th>領取表格</th>
</tr>
</thead>
<tbody>
<tr>
<td>港島區域教育服務處</td>
<td>(適用於幼稚園)</td>
</tr>
<tr>
<td>九龍區域教育服務處</td>
<td>(Applicable to Kindergartens only)</td>
</tr>
<tr>
<td>新界西區域教育服務處</td>
<td></td>
</tr>
<tr>
<td>新界東區域教育服務處</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>館位</th>
<th>Venue:</th>
</tr>
</thead>
</table>
| Hong Kong Regional Education Office | 53/F, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong  
Tel: 2863 4646  |
| Kowloon Regional Education Office | Podium, East Block, EDB Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon  
Tel: 3698 4108  |
| 新界西區域教育服務處 | New Territories West Regional Education Office  
19/F, Chinachem Tsuen Wan Plaza, 457 Castle Peak Road, Tsuen Wan, New Territories  
Tel: 2437 7272 |
| 新界東區域教育服務處 | New Territories East Regional Education Office  
22/F, Landmark North, 39 Lung Sum Avenue, Sheung Shui, New Territories  
Tel: 2639 4876 |

<table>
<thead>
<tr>
<th>頻次</th>
<th>Date:</th>
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<tbody>
<tr>
<td>2014年3月17日至2014年4月16日</td>
<td>17 March 2014 to 16 April 2014</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>時間</th>
<th>Time:</th>
</tr>
</thead>
</table>
| 星期一至五  
上午九時三十分至十二時三十分  
及下午二時三十分至五時三十分  
（星期六、日及公眾假期休息） | Monday – Friday  
9:30 a.m. – 12:30 p.m. & 2:30 p.m. – 5:30 p.m.  
(Closed on Saturdays, Sundays and Public Holidays) |

請向持表格人提供下列物品：  
Please issue the bearer the following materials:

1. 《升學了》故事冊  
"Going to Primary School" Parent-child Reading and Colouring Booklet  

(每本故事冊大小約為21公分 x 21公分 x 0.3公分，重約120克。)  
(The size of each booklet is about 21cm x 21cm x 0.3cm and the weight is about 120g.)

學校請按就讀高班的實際人數填上所需數量：  
Please fill in the required quantity based on the actual number of K3 students.

1. 中文版 (Chinese version) ______ 本 (copies)  
英文版 (English version) ______本 (copies)  
適用於非華語家庭 (Applicable to Non-Chinese Speaking families)
2. 《親子閱讀樂趣多》單張及《親子閱讀樂趣多 - 給 0-3 歲孩子的家長》小冊子
Pamphlet on “Parent-child Reading is Fun” and booklet on “Parent-child Reading is Fun - for Parents of Children Aged 0-3”
每套大小約為 15 公分 x 21 公分 x 0.15 公分，100 套重約 6.7 公斤。
The size of each set is about 15 cm x 21 cm x 0.15 cm and the weight for 100 sets is about 6.7 kg.

3. 《親子閱讀樂趣多》單張及 《親子閱讀樂趣多 - 給 3-6 歲孩子的家長》小冊子
Pamphlet on “Parent-child Reading is Fun” and booklet on “Parent-child Reading is Fun - for Parents of Children Aged 3-6”
每套大小約為 15 公分 x 21 公分 x 0.15 公分，100 套重約 6.7 公斤。
The size of each set is about 15 cm x 21 cm x 0.15 cm and the weight for 100 sets is about 6.7 kg.

學校請 **按實際需要** 填上領取的數量：
Please fill in the required quantity based on **actual need**:

2. 二至三歲班學生人數： (   )
   No. of students in Nursery class

*需領取單張及《親子閱讀樂趣多 - 給 0-3 歲孩子的家長》小冊子的數量/
*Total no. of required sets of pamphlet and booklet on “Parent-child Reading is Fun - for Parents of Children Aged 0-3”:

<table>
<thead>
<tr>
<th>中文版/Chinese Version</th>
<th>_________套/sets</th>
</tr>
</thead>
<tbody>
<tr>
<td>英文版/English Version</td>
<td>_________套/sets</td>
</tr>
</tbody>
</table>

3. 三至四歲班學生人數： (   )
   No. of students in K1

<table>
<thead>
<tr>
<th>四至五歲班<strong>新入學</strong>學生人數： (   )</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of <strong>new students</strong> in K2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>五至六歲班<strong>新入學</strong>學生人數： (   )</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of <strong>new students</strong> in K3</td>
</tr>
</tbody>
</table>

*需領取單張及《親子閱讀樂趣多 - 給 3-6 歲孩子的家長》小冊子的數量/
*Total no. of required sets of pamphlet and booklet on “Parent-child Reading is Fun - for Parents of Children Aged 3-6”:

<table>
<thead>
<tr>
<th>中文版/Chinese Version</th>
<th>_________套/sets</th>
</tr>
</thead>
<tbody>
<tr>
<td>英文版/English Version</td>
<td>_________套/sets</td>
</tr>
</tbody>
</table>

*本局過往曾透過學校派發上述單張及小冊子給就讀幼稚園學生的家長，因此學校只需為本學年 **新入學學生的家長** 領取有關資料。
The above pamphlet and booklets have been distributed to schools for parents of students studying in kindergartens in past years, so the above materials will be distributed only to **parents of new students** in this school year.

學校名稱：
Name of school:

學校電話：
Telephone:

校長姓名：
Name of School Head:

校長簽署：
Signature of School Head:

日期：
Date:

股學校印鑑
School Chop
領取表格
Collection Slip

（只適用於小學）
(Applicable to primary schools only)

請向持表格人提供下列物品：
Please issue the bearer the following materials:

1. 《集思廣益（四輯）：普通話學與教經驗分享》（只提供中文版）
   “Collected Ideas VI: Experience Sharing on the Learning and Teaching of Putonghua” (Chinese Version Only)
   (每份教材大小約為 14.8公分 x 21公分 x 1.5公分，重約0.36公斤。)
   (The size of each material is about 14.8cm x 21cm x 1.5cm and the weight is about 0.36 kg.)
   2 本
   2 sets

2. 《親子閱讀樂趣多》單張及《親子閱讀樂趣多—給6-9歲孩子的家長》小冊子
   “Pamphlet on Parent-child Reading is Fun” and “Booklet on Parent-child Reading is Fun for Parents of Children Aged 6-9”
   每套大小約為15公分 x 21公分 x 0.15 公分，100套重約6.7公斤。
   The size of each set is about 15 cm x 21 cm x 0.15 cm and the weight for 100 sets is about 6.7 kg.
   * 本局過往曾透過學校派發上述單張及小冊子給小一至小四學生的家長，因此本學年學校只需為小一學生的家長領取有關資料。
   * The above pamphlet and booklet have been distributed to schools for parents of P1 to P4 students in past years, so the above materials will be distributed only to parents of P1 students in this school year.
   學校請按實際需要填上領取的數量：
   Please fill in the required quantity based on actual need:
   ( ) x ( ) = ( )
   小一班數 No. of classes 每班人數 No. of students 小一總人數 Total no. of students in P1
   in P1 per class in P1
   中文版/Chinese Version : ________套/sets
   英文版/English Version : ________套/sets

地點:
Venue:

港島區域教育服務處
香港灣仔皇后大道東183號合和中心53樓
電話：2863 4646

九龍區域教育服務處
九龍塘沙福道19號教育局
九龍塘教育服務中心東座平台
電話：3698 4108

新界西區域教育服務處
新界荃灣青山道荃灣段457號華懋荃灣廣場19樓
電話：2437 7272

新界東區域教育服務處
新界上水龍琛路39號上水廣場22樓
電話：2639 4872

香港區域教育服務處
香港灣仔皇后大道東183號合和中心53樓
電話：2863 4646

九龍區域教育服務處
九龍塘沙福道19號教育局
九龍塘教育服務中心東座平台
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電話：2437 7272

新界東區域教育服務處
新界上水龍琛路39號上水廣場22樓
電話：2639 4872

日期：2014年3月17至2014年4月16日
Date: 17 March 2014 to 16 April 2014

時間：星期一至五
Time: Monday – Friday
上午九時三十分至十二時三十分
9:30 a.m. – 12:30 p.m.
及下午二時三十分至五時三十分
2:30 p.m. – 5:30 p.m.
(Closed on Saturdays, Sundays and Public Holidays)

香港
Hong Kong

Kowloon
九龍

New Territories West
新界西

New Territories East
新界東

Venue:

香港

Kowloon

New Territories West

New Territories East
### 地點:
港島區域教育服務處  
香港灣仔皇后大道東183號合和中心53樓  
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九龍區域教育服務處  
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九龍塘教育服務中心東座平台  
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新界東區域教育服務處  
新界上水龍琛路39號上水廣場22樓  
電話：2639 4876

### 領取表格  
Collection Slip  
(適用於小學)  
(Applicable to primary schools only)

<table>
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<th>別</th>
<th>地點</th>
<th>領取表格</th>
<th>項目</th>
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| 1 | 港島區域教育服務處 | 香港灣仔皇后大道東183號合和中心53樓 | 《舞蹈教材套》
“Dance Learning and Teaching Package”

每份教材大小約為 21公分 x 30公分 x 1公分，重約1.2公斤。
(The size of each package is about 21cm x 30cm x 1cm and the weight is about 1.2 kg.)  
1份（中文版及英文版各一套）
1 set (English and Chinese version each) |
| 2 | 九龍區域教育服務處 | 九龍塘沙福道19號教育局  
九龍塘教育服務中心東座平台 | 1份（中文版及英文版各一套）
1 set (English and Chinese version each) |
| 3 | 新界西區域教育服務處 | 新界荃灣青山道荃灣段457號華懋荃灣廣場19樓 | 1份（中文版及英文版各一套）
1 set (English and Chinese version each) |
| 4 | 新界東區域教育服務處 | 新界上水龍琛路39號上水廣場22樓 | 1份（中文版及英文版各一套）
1 set (English and Chinese version each) |

#### 請向持表格人提供下列物品：
Please issue the bearer the following materials:

1.  **《舞蹈教材套》**
“Dance Learning and Teaching Package”

   (每份教材大小約為 21公分 x 30公分 x 1公分，重約1.2公斤。)
   (The size of each package is about 21cm x 30cm x 1cm and the weight is about 1.2 kg.)

   1份（中文版及英文版各一套）
   1 set (English and Chinese version each)

#### 學校名稱：
Name of school:  

#### 學校電話：
Telephone:  

#### 校長姓名：
Name of School Head:  

#### 校長簽署：
Signature of School Head:  

#### 日期：
Date:  

#### 學校印鑑
School Chop
領取表格
Collection Slip

(只適用於中學)
(Applicable to secondary schools only)

<table>
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 電話：2863 4646 | 香港區域教育服務處  
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 九龍塘沙福道19號教育局  
 九龍塘教育服務中心東座平台  
 電話：3698 4108 | Kowloon Regional Education Office  
 Podium, East Block, EDB Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon  
 電話：3698 4108 |
| 新界西區域教育服務處  
 新界荃灣青山道荃灣段457號華懋荃灣廣場19樓  
 電話：2437 7272 | New Territories West Regional Education Office  
 19/F, Chinachem Tsuen Wan Plaza, 457 Castle Peak Road, Tsuen Wan, New Territories  
 電話：2437 7272 |
| 新界東區域教育服務處  
 新界上水龍琛路39號上水廣場22樓  
 電話：2639 4876 | New Territories East Regional Education Office  
 22/F, Landmark North, 39 Lung Sum Avenue, Sheung Shui, New Territories  
 電話：2639 4876 |

日期：2014年3月17日至2014年4月16日  
Date: 17 March 2014 to 16 April 2014

時間：星期一至五

Time: Monday – Friday  
9:30 a.m. – 12:30 p.m. & 2:30 p.m. – 5:30 p.m.  
(Closed on Saturdays, Sundays and Public Holidays)

請向持表格人提供下列物品：
Please issue the bearer the following materials:

1. 《高中課程 藝術教育》單張（只提供中文版）
   “Arts Education, Senior Secondary Curriculum” Leaflet  
   (Chinese Version Only)  
   (每100張大小約為 15 公分 x 15 公分 x 16.5 公分，重約 2150 克)  
   (The size of each 100 copies is about 15 cm x 15 cm x 16.5 cm and the weight is about 2150 g)

2. 《中國文學名著賞析系列(一)：日出》（只提供中文版）
   “Chinese Literature Masterpiece Appreciation Series I: Sunrise”  
   (Chinese Version Only)  
   (每份教材大小約為 21公分 x 29.7公分 x 0.3公分，重約 0.11公斤。)  
   (The size of each material is about 21cm x 29.7cm x 0.3cm and the weight is about 0.11 kg.)

3. 《中國文學名著賞析系列(二)：三言》（只提供中文版）
   “Chinese Literature Masterpiece Appreciation Series II: Sanyan”  
   (Chinese Version Only)  
   (每份教材大小約為 21公分 x 29.7公分 x 0.4公分，重約 0.19公斤。)  
   (The size of each material is about 21cm x 29.7cm x 0.4cm and the weight is about 0.19 kg.)

按實際中三學生人數，所需數量為：
According to the actual number of S3 students, the required quantity is:

______________張/copies

3 本  
3 sets

3 本  
3 sets
4. 《集思廣益 (四輯) : 普通話學與教經驗分享》(只提供中文版)
“Collected Ideas VI : Experience Sharing on the Learning and Teaching of Putonghua” (Chinese Version Only)

(每份教材大小約為 14.8分 x 21公分 x 1.5公分，重約0.36公斤。)  
(The size of each material is about 14.8cm x 21cm x 1.5cm and the weight is about 0.36 kg.)

|  | 2 本  
|  | 2 sets |

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<th>校長姓名</th>
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![學校印鑑]

School Chop
教育局
課程發展處
Curriculum Development Institute
Education Bureau

領取表格
Collection Slip

(只適用於中學)
(Applicable to secondary schools only)

| 地點 | 香港協調教育服務處
香港灣仔皇后大道東183號合和中心53楼
電 話：2863 4646 |
|------|--------------------------------------------------|
|       | 九龍區域教育服務處
九龍塘沙福道19號教育局
九龍塘教育服務中心東座平台
電 話：3698 4108 |
|       | 新界西區域教育服務處
新界荃灣青山道荃灣段457號華懋荃灣
廣場19樓
電 話：2437 7272 |
|       | 新界東區域教育服務處
新界上水鎮琛路39號上水廣場22樓
電 話：2639 4876 |
| 地點 | Hong Kong Regional Education Office
53/F, Hopewell Centre, 183 Queen’s Road East,
Wanchai, Hong Kong
Tel：2863 4646 |
|       | Kowloon Regional Education Office
Podium, East Block, EDB Kowloon Tong Education
Services Centre, 19 Suffolk Road, Kowloon Tong,
Kowloon
Tel：3698 4108 |
|       | New Territories West Regional Education Office
19/F, Chinachem Tsuen Wan Plaza, 457 Castle Peak
Road, Tsuen Wan, New Territories
Tel：2437 7272 |
|       | New Territories East Regional Education Office
22/F, Landmark North, 39 Lung Sum Avenue, Sheung
Shui, New Territories
Tel：2639 4876 |
| 日期 | 2014年3月26日至2014年4月28日 |
| Time | 星期一至五
上午九時三十分至十二時三十分
及下午二時三十分至五時三十分
（星期六、日及公眾假期休息） |
| 时间 | Monday – Friday
9:30 a.m. – 12:30 p.m. & 2:30 p.m. – 5:30 p.m.
(Closed on Saturdays, Sundays and Public Holidays) |
| Date | 26 March 2014 to 28 April 2014 |

請向持表格人提供下列物品：
Please issue the bearer the following materials:

1. 《舞蹈教材套》
   “Dance Learning and Teaching Package”
   (每份教材大小約為 21公分 x 30公分 x 1公分，重約1.2公斤。)
   (The size of each package is about 21cm x 30cm x 1cm and the weight is about 1.2 kg.)
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