

EDUCATION BUREAU CIRCULAR MEMORANDUM NO. 98/2021

From : Permanent Secretary for Education

To : Supervisors and Heads of Kindergartens,
Kindergarten-cum-Child Care Centres and
Schools with Kindergarten Classes joining
the Kindergarten Education Scheme

Ref. : EDB(KGA2-1)/KGES/3/0/ Pt. 4

Date : 7 July 2021

Salary-related Subsidies and Salary Ranges for Teaching Staff under the Kindergarten Education Scheme for the 2021/22 School Year

Summary

This circular memorandum informs kindergartens, kindergarten-cum-child care centres and schools with kindergarten classes (collectively referred to as KGs) joining the kindergarten education scheme (Scheme) the rates of salary-related subsidies and salary ranges for teaching staff in 2021/22 school year.

Background

2. The Government announced on 20 July 2017 through the Education Bureau (EDB) Circular No. 13/2017 that the salary-related subsidies for teaching staff and the salary ranges for teaching staff for KGs joining the Scheme will be adjusted based on the annual civil service pay adjustment on a school year basis starting from the 2018/19 school year. These subsidies include the salary portion of the unit subsidy (half-day (HD), whole-day (WD) and long whole-day (LWD)), for teaching staff, the grant for support to non-Chinese speaking (NCS) students, the tide-over grant, the supply teacher grant and the staff relief grant for teachers taking paid maternity leave (ML).

Details

Adjustment for the 2021/22 school year

3. Following the announcement of pay freeze in 2021-22 for civil servants with effect from 1 April 2021, the **teacher's salary portion** of the subsidies and the **salary ranges** for teaching staff for KGs joining the Scheme in the 2021/22 school year will not be adjusted. The rates of these salary-related subsidies in the 2021/22 school year are as follows:

Subsidy		Unit	Subsidy Rates (\$)
(a)	Basic HD unit subsidy ¹	per student per annum	36,150
(b)	WD unit subsidy ¹	per student per annum	47,000
(c)	LWD unit subsidy ¹	per student per annum	57,840
(d)	Grant for support to NCS students ²	per KG per annum	
		Tier 2	198,960
		Tier 3	397,920
		Tier 4	596,880
	Tier 5	795,840	
(e)	Tide-over grant	per student per annum	2,420
(f)	Supply teacher grant (for supply teachers possessing the qualifications of Certificate in Early Childhood Education (C(ECE)) or above)	per supply teacher per day	991
(g)	Staff relief grant for teachers taking paid maternity leave (ML) (for supply teachers possessing the qualifications of C(ECE) or above) ³	per supply teacher per month (employment period is 90 consecutive calendar days or more)	Capped at the salary of the original teacher taking paid ML or the ceiling of the salary range for basic rank teachers listed in paragraph 4 below (whichever is the lower)
		per supply teacher per day (employment period is less than 90 calendar days)	991

¹ Unit subsidies cover teaching staff salary, supporting staff salary and other operating costs. Only the teachers' salary portion of the subsidies is adjusted based on the civil service pay adjustment. The other portion of the subsidies are adjusted based on the change in the Composite Consumer Price Index. For the amount of subsidies per instalment, please refer to Appendix 1 of the "Guidance Notes on Subsidy Disbursement" which has been uploaded to the Education Bureau's website.

² The tier 1 grant rate for the grant for support to NCS students is subject to annual adjustment according to the movements of the Composite Consumer Price Index. For the 2021/22 school year, the grant rate is set at \$51,710. For details regarding the grant for support to NCS students, please refer to [EDB Circular No. 14/2019](#).

³ For the monthly salary and the daily rates for teachers possessing other qualifications and supporting staff in 2021/22 school year, please refer to the EDB's website (https://www.edb.gov.hk/attachment/en/edu-system/preprimary-kindergarten/free-quality-kg-edu/Staff_Relief_Grant_for_ML_2021_22_salary_ranges_and_daily_rates_EN_clean.pdf). For details regarding the application for staff relief grant, please refer to [EDB Circular No. 17/2018](#).

4. The salary ranges for teaching staff for the 2021/22 school year are as follows:

Teaching Staff⁴	Salary Range (\$)
Class Teacher	22,790 - 40,530
Senior Teacher	30,400 - 48,140
Vice Principal	37,990 - 53,200
Principal II	43,070 - 59,540
Principal I	50,660 - 67,140

5. We would like to draw your attention that KGs joining the Scheme are not allowed to pay teaching staff salaries below the salary range for the corresponding position for teachers possessing the required qualifications (i.e. C(ECE) or above qualifications). For details, please refer to paragraphs 7 to 9 of Appendix 2 of the EDB Circular No. 7/2016.

Enquiries

6. For enquires related to the contents of this Circular Memorandum, please contact the Kindergarten Administration 2 Section on 2892 6546. For school-specific enquiries, please contact the respective Senior School Development Officer / Senior Services Officer.

Ms Y Y SO
for Permanent Secretary for Education

c.c. Heads of Sections - for information

⁴ The salary range for teachers is applicable to those possessing the qualifications of C(ECE) or above. KGs should also take into account their scale of operation and reasonableness in determining the rank of the Principal.