

EDUCATION BUREAU CIRCULAR MEMORANDUM NO. 116/2018

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)/CIR/1/1/ Pt. 2

Date : 26 July 2018

cc : Heads of Sections - for information

Salary-related Subsidies and Salary Ranges for Teaching Staff under the Kindergarten Education Scheme for the 2018/19 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 2018/19 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, including half-day (HD), whole-day (WD) and long whole-day (LWD), for teaching staff, the grant for support to non-Chinese speaking (NCS) students and the tide-over grant.

Adjustment for the 2018/19 school year

3. Following the announced civil service pay adjustment with effect from 1 April 2018, the teacher's salary portion of the subsidies and the salary ranges for teaching staff for KGs joining the Scheme will be increased by 4.4%¹ in the 2018/19 school year. The adjusted rates of subsidies are as follows:

¹ According to the established practice, following the annual civil service pay adjustment, the Government will adjust the subventions which are price-adjusted on the basis of formulae that include a factor of civil service pay adjustment. Where the civil service pay adjustment involves a pay rise, except for aided schools, the additional subventions will in general be calculated according to the weighted average of the pay rise decided for the civil service. The weighted average of civil service pay adjustment rates is 4.4% in 2018-19. Details are set out in Finance Committee Paper FCR(2018-19)37 of Legislative Council (paragraph 27).

Subsidy		Unit	Subsidy Rates (\$)
(a)	Basic HD unit subsidy ²	per student per annum	34,320
(b)	WD unit subsidy ²	per student per annum	44,620
(c)	LWD unit subsidy ²	per student per annum	54,910
(d)	Grant for support to NCS students	per KG per annum	379,380
(e)	Tide-over grant	per student per annum	2,300
(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	943

4. The salary ranges for teaching staff for the 2018/19 school year are adjusted as follows:

Teaching Staff ³	Salary Range (\$)
Class Teacher	21,680 - 38,550
Senior Teacher	28,920 - 45,790
Vice Principal	36,140 - 50,600
Principal II	40,970 - 56,630
Principal I	48,190 - 63,860

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.

Mrs CHAN SIU Suk-fan
for Permanent Secretary for Education

² 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 rise. 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 the "Guidance Notes on Subsidy Disbursement (2018/19 School Year)" (updated version in July 2018) which has been uploaded to the Education Bureau's website.

³ 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.