

**Education Bureau Circular No. 17/2018**  
**Kindergarten Education Scheme**  
**Staff Relief Grant for Staff Taking Paid Maternity Leave**

**Monthly Salary Ranges and Daily Rates for the 2023/24 School Year**

**Substitute Staff Whose Employment Period is 90 Consecutive Calendar Days or More**

Kindergartens (KGs) should employ the substitute staff concerned on a monthly-rated basis. In any cases, the salary of the substitute staff must not be higher than that of the original staff or the ceiling of the salary ranges listed below (whichever is the lower).

<b>Supply Teacher</b>	<b>Salary Ranges (\$)</b>
Possessing Certificate in Early Childhood Education [C(ECE)] or above qualifications	24,330 – 43,270
Possessing other qualifications	Determine the salary by making reference to the salary ranges for supporting staff
<b>Supporting Staff</b>	<b>Salary Ranges (\$)</b>
Clerk	12,780 – 22,990
Janitor	12,780 – 16,620
Cook	15,330 – 17,900
Others (e.g. Teaching Assistant)	Determine the salary by making reference to the salary ranges for supporting staff

**Substitute Staff Whose Employment Period is Less Than 90 Calendar Days**

KGs should employ the substitute staff concerned on a daily-rated basis and **must** apply the following daily rates when calculating their salary.

<b>Supply Teacher</b>	<b>Daily Rate (\$)</b>
Possessing Certificate in Early Childhood Education [C(ECE)] or above qualifications	1,058
Possessing other qualifications	389
<b>Supporting Staff</b>	<b>Daily Rate (\$)</b>
Clerk / Janitor / Others (e.g. Teaching Assistant)	556
Cook	667