



KGs Covered

- Applicable to KGs joining the Kindergarten Education Scheme (Scheme-KGs) or non-Scheme local KGs participating in the K1 Admission Arrangements
 - The list of non-Scheme local KGs joining the "2024/25 K1 Admission Arrangements" has been uploaded onto the EDB's website in mid-July 2023.

https://www.edb.gov.hk/en/edu-system/preprimarykindergarten/kindergarten-k1-admission-arrangements/index-2425.html#non-scheme_list

(EDB's website > Education System and Policy > KG Education > Education > Admission Arrangements for Nursery (K1) Classes in Kindergartens > Admission Arrangements for Nursery (K1) Classes in Kindergartens for the 2024/25 School Year - 8. List of Local KGs Not Joining the KG education scheme but Participating in the 2024/25 K1 Admission Arrangements)





- (1) Distribution of Application Forms
- (2) School-based Admission Mechanism
- (3) "Not More Than One Place for Each Child "Measure
- (4) Admission Support for Non-Chinese Speaking Children
- (5) Release of Vacancy Information
- (6) Referral Arrangements for Children











(1) Distribution of Application Forms

- Distribution of application forms without quota or via school website to avoid queuing up.
- Should not interview the child-applicants earlier than November.





Measures (2) School-based Admission Mechanism

- KGs should introduce a school-based admission mechanism, including the admission procedure and criteria, and the number of child-applicants to be interviewed, etc.
- Must be fair, just and open.
- Must be in compliance with the existing anti-discrimination legislation and other related legislation/ordinance, including:
 - Sex Discrimination Ordinance, Disability Discrimination Ordinance,
 Family Status Discrimination Ordinance, Race Discrimination Ordinance;
 and
 - Personal Data (Privacy) Ordinance and/or Prevention of Bribery Ordinance, etc.
 - Circulars and guidelines issued by EDB, e.g. the application forms and relevant information provided by KGs must be in both Chinese and English







(2) School-based Admission Mechanism

- ▶ KGs must inform parents in advance of the details of their schoolbased admission mechanism through effective channels (e.g. Guidance notes in application forms, admission guidelines/leaflets, school website, etc.) and upload the relevant information together with the link to EDB's website on K1 Admission Arrangements onto the school website
- ▶ KGs must provide the relevant documents of their K1 admission arrangements in both Chinese and English, e.g. application forms and relevant information. Templates of relevant documents for admission arrangements have been uploaded onto EDB's website for reference.
- When considering applications for Whole-day(WD)/Long WD services:
 - KGs should give due priority to families that require WD/LWD services (e.g. families with working parents, those who need to take care of family member(s) with disability at home, etc.)
 - Relevant conditions should be included in the admission criteria announced







KGs are required to upload the information below to the school website on or before 14 September 2023 (Thursday) and/or via different channels to inform parents in advance.

1

<u>Information on</u> <u>Admission Application</u>

- Ways to distribute application forms
- Date and period for distribution of application forms
- Application procedure
- Application fee (if applicable)
- Ways to submit application forms
- Date and time for submission of application forms

2

School-based Admission Mechanism

- Number of candidates to be interviewed
- Interview format and arrangements
- Admission criteria

3

Registration Procedure

- Arrangements on announcement of admission results
- Centralised Registration Dates
- Arrangements on submission of a valid registration document and registration fee (including the amount)
- Arrangements on registration for students on waiting list
- Arrangements for students changing school after registration



(2) School-based Admission Mechanism

▶ KGs are required to upload the information below to the school website on or before 14 September 2023 (Thursday) and/or via different channels to inform parents in advance.

The link to the webpage indicating the KG's school information in the "Profile of KGs and KG-cum-Child Care Centres"

The link to EDB's website on **Admission** Arrangements for Nursery (KI) Classes in Kindergartens

Other relevant information such as the introduction of the school and school fee information



(3) "Not More Than One Place for Each Child "Measure

- Premised on the principle that each student should only attend one KG, and for enabling students to have equal opportunities for receiving subsidised KG education as well as making good use of Government resources, regardless of the level (i.e. K1, K2, K3), all Scheme-KGs can only admit children with a valid registration document.
 - Scheme-KGs <u>can only</u> admit children holding a valid registration document.
 - If parents are unable to submit the valid registration document, even if they are willing to pay full school fees, the KG concerned cannot admit their children.





Registration Certificate for KG Admission

(Application starts from September)







Sample -Application Form of Registration Certificate for KG Admission



Application forms can be obtained from District Offices, Post Offices, Regional Education
 Offices of the EDB or downloaded from EDB's website (www.edb.gov.hk/applyRC/2425/en/)

ii Plesse circle the appropriate hox	Education Bureau APPLICATION FOR REGISTRATION CER The Government of the Hong krong glocal Administration Hospital for their People's Hepathic of China for their education bureau and for their children going to study in Name Chan Kill in the 2022-2022 The Comment of the Children for their children going to study in Name Chan Kill in the 2022-2022 The Comment of China Child China Children The China	(ovember 2023 school year)	If you have filled in Part I periodical of any child who is <u>not</u> a child of your copy of the identity document and subtraination letter of the child's latter is to deep your grantfamility, letter proceeds event supporting proofs. Relationship with the child (Pleane specify)
Part I Particulars of App	licant (unnully de applicant matter deponent al the child or elsey have specify in Box III with relevant supporting pounds) * Optional to fill in		Part IV Language of Correspondence
1. Title*	5 1 Mr. 2 Ms. 3 Miss	For Office Use	Language of correspondence # C Chinese E Fingle
. Name in English (in the same order as stated on the identity document)			Part V Undertaking and Declaration
. Name in Chinese			1. The Government of the Hone Kone Special Administrative Region Correction retrieved to
Identity Document Type & No (please roles to para 1.3 of Part B of the	B Other Identity Document: Document No:	0	thereafter referred to an 'Schutze') with effect from the 261748 solved year. As the HDS Similargents inharmonist if our that referred to a "RET" in "Schools getter Association Plac Part II of this Pount) beneather indicionally or collectively referred to an "Chile Cocceding" if the North Indicate and analysis of egoeses at main in Chinese 2 in 11 and see.
5. Year of Birth		X	2. There excetally read and fully understood the "Oxidance Notes on Application for Registro
Home Address	Fint Floor Block	x	herdy malaritae that I shall comply sith and enuse the CSAC will comply talk all requirements day the IRSAR Coordinates) and make other requirements and directions from similar access one of the IRC on A. ²²
Name of Building			 I understand and agree that the EC or AP is only applicable to the thickle Child covered "Normal".
Estate / Village			4. Turkest and the subship possed of BCC in general, is Tayrin . The presidentings but he
No. & Name of Street		9	dynn 3 years chie to personal consideration (e.g. individual conditions of the dicideral family subsidy under the Scheme. Under special electrostances, parents may apply for excension of
District		F M	only be considered by the Education Banean (EDB) on a case-by case basis for surfacely we server inspect by the referent recovered steeling promitioner or professional section and
Area Correspondence Address in III please leave lank if it is the same as the	# 1 HK 2 KLN 3 NT K Fint		whole of the abil of and the model in the ability private KS ability for a point in garden. 7. Industriant for a Schement time be disturred with interity for amount, and in jude modern bear obsert from whent if in an order month (i.e. about for all about they all or appoints concerned procures are required to pure list about for the before definition of ability to under the ability of the list of the
hone aftest Name of Building			there are any enough decompositions as absence the foodbase for the output month), around
Estate / Village		н	From parents, subserb - my apply to EDB for subsidy for that country. Rech cost would be insulate terring: dishursement of suburly for these come would not be considered.
•		s	 I hardly undertake and structure that information, arguerating decomments mapple at and repre- formations to time in reading to the application are accusate and complete. If auditobrial to
No. & Name of Street		N	2. Afternoon representation process by the control help fine this Conference and Declaration
District	# 1 HK 2 KLN 3 NT	U	any providens of this trudentsking and trechemism without prejudice in any powers, tights over in law the ERSAR Construment shall be entitled to immediately invalidate this applicate
Area			S. Persuad Information Collection Statement
Local Contact Telephone No.	For recenting "Admost lategment of Application" (nome)		miles stand sur-large ex
t II Particulars of child	(non)	'	Propose of Collection (b) The personal data provided by the applicant in this form will be used by 1.30 fee
	or or already applied for Registration Certificate for Kindergarten Admission / Kindergarten Admission Pass <u>NOT</u> required)		 (i) Activities relating to the processing, authoriteation and assessment on digital Adversion individual government subsity served by education section proceder.
a. Name in English (mandatery)		110	 (a) Activatics (daring to matching of the personal data with the Anghore of other) accounter in all ghibits and announced actions of the application mentioned in
(in the same order as stated on the identity document)		A E S	(iii) Activities relating to marching of the personal data within the declares of TD fiv. Activities relating to compilation of statistics, research and Occasionant with
. Name in Chinese		lallellell	(b) The provision of personal data required by this form and during the processing of
		BFR	BDB range and be able to ligarith or harder process the application
: Identity Document Type & No glease refer to pan 2.3 of Part B of the		CG3	EEE case cast by able to fine the include or limiter process the application Classes of Fant forces (i) the personal date provided by the applicant will be made available to persona was
c. Identity Document Type & No	B HKID Card No: ()		EDE cay not be able to handle or handle process the application. Classes of Transferrer () he passes that the provided by the applicant will be made available to persons our descriptions of the delices. (i) the or description from and descriptions, and along four coston. Based may
i. Identity Document Type & No (please refer to pure 2.3 of Part B of the Oxidance Notes)	B HKID Card No: (С G 3 В П	ELE tray on be left to handle of the handle process the application. Change C. Canaderics. 1) An parameted data prevented by the applicate well be made available: a persons our descriptional training before the application of the process of the
Identity Document Type & No (please refer to pan 2.3 of Part B of the Guidance Notes) Date of Birth	B HKID Card No:	CG3	EEE crop on the white's desired or the plans proceeding application. Observed September 200 provided by the applicator will be made available to a persona was of observed to the second and the second second of the contractions before the desire. (a) the relievament from more and depressions, and along from greater to liquid the analysis of the plans of the second of the liquid the first excluded for the plans of the second of the liquid production. (b) the second of the second of the second of the liquid production of the second of the liquid production of the second
Identity Document Type & Not (please refer to pare 2.3 of Part B of the Oxidance Notes) Date of Birth Relationship with Applicant	B HKID Card No:	С G 3 В П	EUE crop out to diet is method of the large processed amphication 1. In parametric large pover dail by lange frame will be under an infall to a person out descentante listed before (a) Be about large pover dail by the application will be under an infall to a person out descentante listed before (b) Be about large large large pover large large large pover anouth and the parametric (city) postured, good, we are position in origination, resident a prosperior (city) where the updates has given large large processible concerns on and destroate. (city) where the updates has given large large processible concerns on and destroate (city) where the updates has given large large processible concerns on and destroate (city) where the updates has given large large processible concerns on and destroate (city) where the updates has given large large processible concerns on and destroate (city) where the updates has given large large processible concerns on the concerns on the concerns of the con
c. Identity Document Type & No (please refer to pain 2.3 of Part B of the Oxidance Notes) d. Date of Birth e. Relationship with Applicant f. School Your Applying for	B HKID Card No:	CGS DH O	EUE Group or the vide is fortied or if not be proceeded approached () As parametric growth and by the application will be under available to protons, our discontinued before before on an deportment, and along the protons of (ii) As a reduction of the deportment, and along the process to the con- (iii) As a reduction to taking the form a class to the fig proper monit and for garaguely (iv) yearmed, pead, without procession in comparisons, resulting expressions, monitoring a properly and observe monitoring the procession of the procession of the control of the deportment (iv) when such device a resulting and procession for the control of the
e. Identity Document Type & No- glasse refer to pass 23 of Part B arthe October. Solid) d. Date of Birth e. Relationship with Applicant f. School Year Applying for "plasses where type 23 of Part B of Use destinationship. g. Class Applying for	B_ MKID Card No.	CG3 DH 0	EEE care port is side \(\) interest or its relay recent the application \(\) Therest \(\) Expenditions \(\) 1. As general the part and by the application will be under available \(\) age rown to the product of the application \(\) in the
c. Identity Document Type & No glease refer to pain 2.3 of Part B of the Oxidance Notes) d. Date of Birth e. Relationship with Applicant f. School Your Applying for	B_ MKID Card No.	CGS DH O	EUE Group or the vide is fortied or if not be proceeded approached () As parametric growth and by the application will be under available to protons, our discontinued before before on an deportment, and along the protons of (ii) As a reduction of the deportment, and along the process to the con- (iii) As a reduction to taking the form a class to the fig proper monit and for garaguely (iv) yearmed, pead, without procession in comparisons, resulting expressions, monitoring a properly and observe monitoring the procession of the procession of the control of the deportment (iv) when such device a resulting and procession for the control of the
Identity Document Type & Neglatar refer to pass 2.3 of Part B of the Oxidane (Note). Date of Birth Relationship with Applicant School Year Applying for generated type 2.1 % and D-12 for the Oxidane (Note). Class Applying for oxidane (Note) and the Oxidane (Note).	B_ MKID Card No.	CG3 DH 0	EEE crop on to take value of methods of the large processed appropriate 1. International Conference of the application of the reads available to present use 1. In present of the conference of the application of the reads available to present the conference of the application of the conference of the application of
Oxfore Notes) d. Date of Birth e. Relationship with Applicant f. School Year Applying for generate to see 2 to 2 and 5 the g. Class Applying for one regard his most toward on the a. Namo in English (monotatory) for the same order in stand of the	B_ MKID Card No.	C G S D II O I V F M	EEEE care parts which is harder of the large processed amplication. Jennetes Chemistres John Standard Chemister John Standard Chemistres John Standard Chemistres John St
Identity Document Type & Neglates refer to pair 23 of Part B of the Oxidans (Note). Date of Birth Relationship with Applicant School Year Applying for generated to year? 1 & Zain D-Ulay Generated to year. Class Applying for concerned in the oxidans in the oxidans in the oxidans in the oxidans in the oxidans.	B_ MKID Card No.	CG3 DH 0	EEEE care parts which is harder of the large processed amplication. Jennetes Chemistres John Standard Chemister John Standard Chemistres John Standard Chemistres John St
c. Identity Document Type & No. glates effer upon 23 of Pert B of the Oxfording Novill. d. Date of Birth a. Relationship with Applicant f. Sobod Vern Applying for upon relation 11 of 20 ft of the Oxfording Noville State of the Oxfording Noville	B_ MKID Card No.	C G S D II O I V F M	EEE crop on the vide's harder of the large processible application. Obstance Schmaffense 1 has possible for power daily by the application of the words an initial to a parson, must be applicated to the control of t
Cleanity Document Type & Noglasses for your 2st of Part 3 of the Chief. Date of Chief. Relationship with Applicant Control of the Chief. School Year Applying for the School Year Applying the School Year Year Year Year Year Year Year Year	E	CGS DH GTV GTV DFM	EEE crop on the vide is desired or in the processible application. Obstance Section Section 2019 to applicate will be under available to prema use of the position section of the desired of the control of the position section of the desired of the control of th
e. Identity Document Type & No. glates either span 23 of Part B of the Section Sharp. d. Dule of Birth Relationship with Applicant School Your Applying for spanners in part 1 of art B of the glates are the spanners of the spanners of the Contract of the spanners of the spanners of the Contract of the spanners of the spanners of the Land Applying for contract and the spanners of the Land Applying for the spanners of the spanners of the Land Applying for the spanners of the spanners of the Land Applying for Land Applying for	E	CGS DH GTV GTV GAE HIERORY CGS	Ellis rice part is side \(\) therefore it in the present deep house \(\) The tens of Enginess (a) In general to general the side application of the saids an initial \(\text{s} \) per mone to the said \(\text{s} \) to applicate the said \(\text{s} \) to explain the said \(\text{s} \) to the said \(\text{s} \)
Details Document Type & No. glasse effect upon 23 of Pert B of the Outland Nino. Date of Birth. Belletonship with Applicant School Year Applying for guarantees to the Control of the Outland Nino. School Year Applying for guarantees to the Outland Nino. Details of the Outland Nino. Details of the Outland Nino. Annu in English (municiples) with Lindon's demandable of the Outland Nino. Annu in English (municiples) with Lindon's demandable of the Outland Nino. Name in Chinace I dentity Decument Type & No.	B. MKID Cara No.	CGS DH GTV GTV DFM	Efficiency on the six which is motive or large procured approached by the general control period by the options will be under smiller to generals out of the procured by the options will be under smiller to generals out of the procured by the section of the six which the depression of the procured of the section of the six which the first which to the procured country as much greater because of the section of the six which the first which to the procured of the section of the sectio
c. Identity Document Type & No. gistate efter space 23 of Part B of the Ordered Sould. d. Date of Birth. a. Radintonity with Applicant School Year Applying for gomestic space 11 of art 6 of the gomestic space 11 of art 6 of the Ordered Sould Sould Sould Sould Sould a. Name in Digital (countainty). a. Name in Chinace C. Identity Document Type & No. Name in Chinace C. Identity Document Type & C. Identity Document	B HKID Card No.	CGS DH GTV GTV GAE HIERORY CGS	Edition of the video hards of the horse of the replacement of the control of the
E. Identity Document Type & No. righter eefer ryan 23 of Part 8 of the Sortium Shale). d. Date of Birth. Relationship with Applicane School Your Applying for Systems of the Sortium Shale School Your Applying for Systems of the Sortium Shale School Your Applying for Systems of the Sortium Shale Sortium Shale Contact Applying for some right for the state of the state of the Sortium Shale Shale Name in Chinese C. Identity Document Type & No. California Office of the Sortium Shale California Californi	B. MKID Card No. ()	EGS DH O STV O FM O AKS HIPK CGS DH	Efficiency on the six which is motive or large procured approached by the general control period by the options will be under smiller to generals out of the procured by the options will be under smiller to generals out of the procured by the section of the six which the depression of the procured of the section of the six which the first which to the procured country as much greater because of the section of the six which the first which to the procured of the section of the sectio

please specify your relationship with the child. Please also provide other. If such documents cannot be presented, and the child is now Date: ______Y ___M ____I bmission of Application

Class Applying for:

N: Nursery Class (K1)

School Year Applying for: C: 2024/25 school year



Relevant terms on Personal Information Collection Statement in the application form of RC for the 2024/25 school year will be updated. Parents are reminded to use the **latest version** of the application form for completion.





Sample -Application Form of Registration Certificate for KG Admission

 Application forms can be obtained from District Offices, Post Offices, Regional Education Offices of EDB or downloaded from EDB's website (www.edb.gov.hk/applyRC/2425/en/)



APPLICATION FOR REGISTRATION CERTIFICATE FOR KINDERGARTEN ADMISSION

(Parents are required to submit an application between September and November 2023 for their child(ren) going to study in Nursery Class (K1) in the 2024/25 school year)

Part I Particulars of Applicant (normally the applicant may be the parent of the duld or else please specify in Part III with relevant supporting proofs)

(Please read carefully the Guidance Notes before filling in the application form)

* Optional to fill in

Parents are reminded to use the latest version of the application form (i.e. application for children going to study in nursery (K1) class in the 2024/25 s.y.).







Filling in the application form – Points to note

Part I Particulars of Applicant (Particulars of father/mother of the child)

1.	Title*	# 1 Mr.	2 N	As.	 3 Miss								
2.	Name in English												Ш
	(in the same order as stated on the identity document)						Ш	工	Ш	工	工	L	
3.	Name in Chinese												

 Put down your English and Chinese name in the same order as stated on your identity document.

Identity Document Type & No.		
(please refer to para 1.3 of Part B of the Guidance Notes)	B Other Identity Document:	Document No:

 If HKID card is not available, you shall complete the part of "Other Identity Document" and submit copies of other valid identity documents (e.g. Mainland identity card, travel document, etc.).

6.	Home Address	Flat Block Block
	Name of Building	
	Estate/Village	
	No. & Name of Street	
	District	
	Area #	1 HK 2 KLN 3 NT
7.	(please leave blank if it is the same as the home address)	Flat Block Block
	Name of Building	
	Estate/Village	
	No. & Name of Street	
	District	
	Area #	1 HK 2 KLN 3 NT
te pi	orrespondence erritory of Hong	address must be an address within the Kong. If you do not live in Hong Kong, please ss in Hong Kong for correspondence use in
te pi	orrespondence erritory of Hong rovide an addre	address must be an address within the Kong. If you do not live in Hong Kong, please ss in Hong Kong for correspondence use in

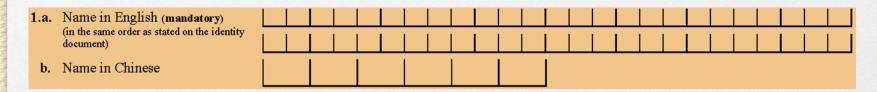






Filling in the application form – Points to note

Part II Particulars of Child(ren)



- Meet the eligibility criteria
- The English and Chinese name should be in the same order as stated on the identity document.





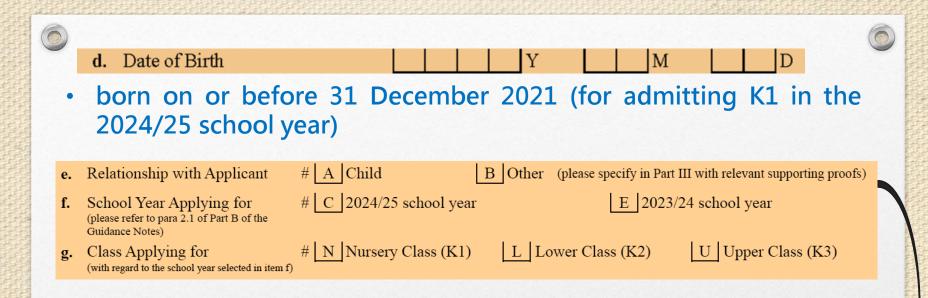
c. Identity Document Type & No. # A HK Birth Certificate No:	
(Please refer to para 2.3 of Part B of the Guidance Notes) B HKID Card No:	
C Other Identity Document:	Document No:

To prove the Hong Kong resident status of the child, the applicant should submit **a copy of the Hong Kong Birth Certificate** (with the word "Established" shown in the "Status of Permanent Resident" column) of the child.

If this is not available or if the Hong Kong Birth Certificate bears the words "Not Established", the applicant must submit a copy of one of the following valid identity documents of the child(ren) (together with a copy of the Hong Kong Birth Certificate, if available) -

- (a) Hong Kong Special Administrative Region (HKSAR) Re-entry Permit;
- (b) HKSAR Document of Identity for Visa Purposes (pages 1 to 3);
- (c) HKSAR Passport;
- (d) Hong Kong Permanent Identity Card;
- (e) One-way Exit Permit and HKSAR Document of Identity for Visa Purposes;
- (f) Entry Permit issued by the HKSAR Government or travel documents issued by other countries/territories bearing a valid permission to remain without any condition of stay (other than the limit of stay) in Hong Kong; or
- (g) Permit to Remain in the HKSAR (ID235B).

If the identity document of student belongs to category (f) or (g) above, the applicant and the child have to present copies of their own valid travel documents (including pages showing the bearer's particulars, the latest visa label issued by the Immigration Department of the HKSAR Government and the latest "Permission to remain" stamp issued by the Immigration Department indicating the latest period of lawful stay of the applicant and the child) to EDB as well.



Part III Other Special Family Information

If you have filled in Part II particulars of any child who is <u>not</u> a child of yours, please specify your relationship with the child. Please also provide copy of the identity document and authorisation letter of the child's father/mother. If such documents cannot be presented, and the child is now under your guardianship, please provide relevant supporting proofs.

Relationship with the child (Please specify)

 If the child(ren) is not your child, specify your relationship with the child(ren) and provide a copy of the identity document of the child's father/mother, as well as an authorisation letter.









Filling in the application form – Points to note

Part IV Language of Correspondence

1. Language of correspondence

| C | Chinese

E | English

Part V Undertaking and Declaration

Signature of Applicant:		
Date:	Y	

 Read through the paragraphs in the Guidance Notes and sign in the space provided. EDB will not process the application if this part is not properly signed.









Part VI Checklist for Submission of Application

1.	Has the application form been correctly filled in and Part V Undertaking and Declaration duly signed?	
2.	Has copy of your identity document been attached?	
3.	Has copy of the identity document of all child(ren) been attached?	
4.	If the child is <u>not</u> a child of yours, have you specified your relationship with the child in Part III of the application form with relevant supporting proofs (copy of the identity document and authorisation letter of father/mother of the child)?	
5.	Have you provided the correspondence address in Hong Kong?	
6.	For application by post, have you written the correct postal address of EDB (P.O. Box 23179, Wan Chai Post Office, Hong Kong) and affixed sufficient postage to the envelope for mailing the application? Please note any underpaid mail items will be disposed of by the Hongkong Post.	
7.	Have you retained a photocopy of the completed application form?	

Please tick the appropriate boxes for action completed.









Submission method

▶ 1. By post :

Guidance Notes on Application for Registration Certificate for KG Admission – Page 6

Please forward copies of the necessary supporting documents together with the duly completed application form to EDB.

Correspondence Address

><

Education Bureau P.O. Box 23179, Wan Chai Post Office, Hong Kong "Re. Application for Registration Certificate for Kindergarten Admission" "Acknowledgement of Application" will be issued to applicants within 10 working days from the date of receipt of the applications.

If a local mobile phone number is provided: acknowledgement by SMS; Otherwise, acknowledgement will be given in writing by post.

Please remember to attach copy of valid supporting documents, provide address and affix sufficient postage on the envelope.

2. Drop-in box (drop-in in person; opening hours of drop-in box: Mondays to Fridays 8:30 a.m. to 6:00 p.m.):

14/F, Wu Chung House, 213 Queen's Road East, Wan Chai, HK

[For enquires, please call EDB during working hours:

Mondays to Fridays 8:30 a.m. to 1:00 p.m., 2:00 p.m. to 6:00 p.m., closed on Saturdays, Sundays and Public holidays)]





Electronic application form for Registration Certificate for KG Admission



3. Online submission

(https://eform.cefs.gov.hk/form/edb005/en/)

GOVHK香港政府一站通

□ SC-605-3-EDB005-001 | Text Size | 繁 简

Application for Registration Certificate for Kindergarten Admission

1) Introduction

2) Part I - Particulars of Applicant

3) Part II - Particulars of student(s)

Part III - Other Special Family Information

- (Applicable for student who is NOT a child of yours)
- 5) Part IV Language of Correspondence
- 6) Supporting Documents

7) Important Announcement



Education Bureau

The Government of the Hong Kong Special Administrative Region of the People's Republic of China

Important Announcement

After submission of on-line application, applicant is required to submit the duly signed "Declaration and Undertaking" (the said document is enclosed in the acknowledgement slip and please download/ print it out) to the Kindergarten Administration 2 Section of Education Bureau (Address: P.O. Box 23179, Wan Chai Post Office, Hong Kong) within 10 working days to facilitate the Education Bureau in processing your applications.

Notes / Required items

- 1. Please refrain from using public computer to submit on-line application for the sake of personal data protection.
- 2. In general, it takes 15-20 minutes to complete on-line application.
- Please make digital copy of identity documents (Format: jpg, jpeg, png or pdf, total size not more than 4.0mb) of applicant (i.e. parent/guardian of student(s)) and student(s) ready before application.
- 4. For printing of "Acknowledge Slip" and the enclosed "Declaration and Undertaking" after completion of on-line application, please use computer device installed with a printer.
- Please provide your email address if you want to receive acknowledgement email for future reference. (Note: "Declaration and Undertaking" will not be attached in the e-mail.)





Points to note for online submission



- Information provided by applicant: same as paper application form
- Make digital copy of identity documents.
- For printing of "Acknowledge Slip" and the enclosed "Undertaking and Declaration" (if necessary) after on-line submission of electronic application form, use computer device installed with a printer.
- ▶ For applicants who choose to use digital signing with "iAM Smart+", make sure they have successfully upgraded to "iAM Smart+" beforehand (For details, please refer to "iAM Smart" website: https://www.iamsmart.gov.hk/en/reg.html).
- Por applicants who choose to submit duly signed "Undertaking and Declaration" by post, submit the document (enclosed in the "Acknowledge Slip" and download/ print it out) within 10 working days after submission of on-line application to the Kindergarten Administration 2 Section of EDB (Address: P.O. Box 23179, Wan Chai Post Office, Hong Kong) to facilitate EDB in processing the applications.





(3) "Not More Than One Place for Each Child "Measure Valid registration documents

Registration Certificate for KG Admission (RC)

For children who are <u>eligible for</u> receiving subsidised KG education



- The children must be Hong Kong residents with right of abode, right to land or valid permission to remain without any condition of stay (other than the limit of stay) in Hong Kong.
- In general, the validity of RC is three years.





(3) "Not More Than One Place for Each Child "Measure Valid registration documents

Registration Certificate for KG Admission (RC)

For children who are <u>eligible for</u> receiving subsidised KG education



• If parents arrange for their children to receive KG education for more than 3 years due to personal consideration (e.g. individual conditions of the children, family factors, changing schools, etc.), the parents have to pay the full school fees before deduction of subsidy under the Scheme.





(3) "Not More Than One Place for Each Child "Measure Valid registration documents

Registration Certificate for KG Admission (RC)



For children who are <u>eligible for</u> receiving <u>subsidised</u> KG education

Application for extension of validity period of RC will only be considered by EDB on case-by-case basis for students with special needs. The applicant must provide relevant proof, for example, an assessment report issued by the relevant registered medical practitioner or professional (e.g. paediatrician, psychiatrist, educational psychologist, clinical psychologist, etc.), confirming special needs of the child and the need for the child for pursuing KG education for a period longer than the normal three years.

• KGs should inform the parents of the above-mentioned points to note in writing (Template of the notice is at Appendix 2 of "Guidelines on Kindergarten Admission Arrangements for the 2024/25 School Year.") when the parents show intention in arranging their children to receive KG education for more than 3 years.







(3) "Not More Than One Place for Each Child "Measure Valid registration documents

Registration Certificate for KG Admission (RC)

For children who are <u>eligible for</u> receiving subsidised KG education



- For a Scheme-KG to be disbursed with subsidy for a month, an eligible student studying in that KG must have attended classes in that month.
- In general, if students have been absent from school for an entire month (i.e. absent for all school days of a specific month), subsidy in respect of the student for that month would not be disbursed to the KG concerned; parents are required to pay full school fees before deduction of subsidy under the Scheme as shown on the "Fees Certificate" of the KG to which the child is admitted.





Measures (3)" Not More Than One Place for Each Child "Measure Valid registration documents

Registration Certificate for KG Admission (RC)

For children who are <u>eligible for</u> receiving subsidised KG education



- If there are any special circumstances (e.g. absence due to illness for the entire month), upon receipt of justifications and documentary proof (covering all school days of the absent month) from parents, schools may apply to EDB for subsidy. Each case would be considered on its individual merits.
 - However, if the whole-month absence of students involves touring, disbursement of subsidy for these cases would not be considered.







Sample -Registration Certificate for KG Admission (For children who are eligible for receiving subsidised KG education)



編號:22XXXXX Serial No:

幼稚園入學註冊證 Registration Certificate for Kindergarten Admission

此註冊證供以下學童登記入讀幼稚園之用。
This Registration Certificate serves as the registration document for kindergarten admission for the following student.

中文姓名:陳大文

English Name: Chan Tai Man

證件類別/編號 Document Type / No.:

香港出生證明書

Hong Kong Birth Certificate / SXXXXXXX

出生日期 Date of Birth (dd/mm/yyyy): XX/XX/2021

In general, the validity period of RC is three years.

[本註冊證在 2024/25 學年起開始生效,直至 2026/27 學年完結為止。

The Registration Certificate is valid from the start of the 2024/25 school year up to the end of the 2026/27 school year.]

(請小心細閱列於背頁的重要事項) (Please read carefully the list of important points overleaf)



中華人民共和國香港特別行政區政府 教育局

Education Bureau The Government of the Hong Kong Special Administrative Region of the People's Republic of China 1/11/2023

發證日期 Date of Issue







(3) "Not More Than One Place for Each Child "Measure Valid registration documents

Kindergarten Admission Pass (AP)

For children who are <u>NOT eligible for</u> receiving subsidised KG education

E.g. :

- Non-local children (who can receive education in HK upon obtaining permission from the Director of Immigration):
 - holder of a form of recognizance
 - whose parent(s) is/are holding a student visa
- Students who receive the 4th year of KG education but NOT approved for extending the validity of RC











編號: 22XXXXX Serial No:

幼稚園入學許可書 Kindergarten Admission Pass

此入學許可書供以下學童登記入讀幼稚園之用。 This Admission Pass serves as the registration document for kindergarten admission for the following student.

中文姓名: 陳大文

English Name: CHAN TAI MAN

證件類別/編號 Document Type / No.:

香港出生證明書

Hong Kong Birth Certificate / SXXXXXXX

出生日期Date of Birth (dd/mm/yyyy): XX/XX/2021

[本入學許可書在2024/25 學年起開始生效,直至2026/27 學年完結為

止

This Admission Pass is valid from the start of the 2024/25 school year up to the end of the 2026/27 :hool year.]

(請小心細閱列於背頁的重要事項) (Please read carefully the list of important points overleaf)



中華人民共和國香港特別行政區政府

教育局

Education Bureau
The Government of the Hong Kong Special Administrative Region
of the People's Republic of China

1/11/2023

發出日期 Date of Issue







(3) Not More Than One Place for Each Child "Measure

- ▶ The EDB will issue a registration document (RC / AP) to each child who can receive education in Hong Kong
- All Scheme-KGs can only admit children with RC / AP
- RC / AP must be submitted to KG during the Centralised Registration Dates and retained by the KGs until the respective children finish their studies.
- Parents are required to apply to EDB for the RC from <u>September to November 2023</u>. Details on application will be announced in early September this year and uploaded onto EDB's website.
- Upon receipt of the applications with all necessary information and documents provided, the EDB will generally take six to eight weeks to complete processing of the applications and issue the RC to applicants who are eligible for receiving subsidy under the Scheme by post.
- If a child cannot obtain an RC as he/she can receive education in Hong Kong but is not eligible for receiving subsidy under the Scheme:
 - The EDB will issue an AP to the child concerned.
 - Children can use AP for registration and admission to a Scheme-KG.
 - Parents are required to <u>pay full school fees</u> before deduction of subsidy under the Scheme as shown on the Fees Certificate



Provisional Registration Letter (Application starts from November)

- Mainly <u>for provisional registration</u> when transferring to another KG/ repeating K1 in the same KG
- Must be replaced by <u>RC or AP</u> on or before the 1st day of officially attending the KG
- Call EDB hotline for more details if necessary





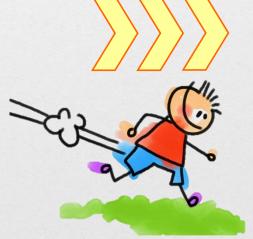


(3) "Not More Than One Place for Each Child "Measure Valid registration documents

Provisional Registration Letter

- Mainly for provisional registration when transferring to another KG/ repeating K1 in the same KG
- Must be replaced by RC or AP on or before the 1st day of officially attending the KG











Sample - Provisional Registration Letter



TXXXXXXXXXX Serial Number:

臨時註冊信

Provisional Registration Letter

本函件供以下學童登記入讀幼稚園作臨時註冊之用。

This letter serves as provisional registration document for kindergarten admission for the following student.

中文姓名:

陳大文

English Name:

CHAN TAI MAN

證件類別/編號 Document Type / No.: HKBC/S123****(8)

- 「臨時註冊信」只適用於已獲發有效註冊文件(即「幼稚園入學註冊證」或「幼稚園入學許可書」)的學童。
- 原則上,幼稚園只會為持有有效正式蛀冊文件的學童辦理人學蛀冊手續。如學童在特殊情况下未能出示上述其中一 項有效正式註冊文件(例如轉校,而有關有效正式註冊文件正由現時就讀的幼稚園保管),可以「臨時註冊信」作
- 如以「臨時註冊信」辦理註冊手續,家長必須於其子女正式入讀有關幼稚園首天或之前,向該幼稚園提交其子女的 有效正式註冊文件,該幼稚園才可讓有關學童入讀
- 幼稚園在收到有關學童的有效正式註冊文件後,應把「臨時註冊信」交遷家長保管,家長無需把「臨時註冊信」交 回教育局。
- 5. 此「臨時註冊信」的有效期至 2024年8月31日。

- 1. The Provisional Registration Letter (PRL) is only applicable to student who has already been issued a valid registration document (i.e. "Registration Certificate for Kindergarten Admission" or "Kindergarten Admission Pass").
- In principle, all kindergartens (KGs) can only admit students with valid registration documents. If students are unable to tender the valid registration documents listed above under special circumstances (e.g. changing to another KG, and the valid registration document is being kept by the KG currently attending), they can use the PRL for provisional
- Parents are required to tender the valid registration document to the KG which the student has registered with PRL, on or before the first schooling date. The KG could admit the student only upon receipt of the valid registration document.
- After the KG has received the valid registration document from the student, the KG should return the PRL to the parent concerned. There is no need for the parent to return the PRL to the Education Bureau.
- 5. This PRL is valid till 31 August 2024.

12-11-2023

發出日期

教育局 Education Bureau

Date of Issue







Application procedure – Points to note

- Parents should understand from KGs about their schoolbased admission mechanism, including the admission procedure and criteria, the interview arrangements, application fee, etc.
- Parents should collect and submit application forms in accordance with the requirements of individual KGs.
- Approved ceiling of application fee is \$40.
- Scheme-KGs cannot collect fees exceeding the approved ceilings. Parents should approach individual KGs should they have any related enquiries.





- To complete the registration, parents are required to submit the following items to the KG concerned during the Centralised Registration Dates (i.e. 4-6 January 2024)
 - RC / AP
 - Registration fee
- KGs should not require parents to complete the registration procedure, or pay the registration fee or other fees (e.g. for purchasing school uniforms, tea and snacks, etc.) in any forms before the Centralised Registration Dates.
- Scheme-KGs cannot collect registration fees exceeding the approved ceilings:
 - Half-day session: \$970
 - Whole-day session: \$1,570
- Should parents intend to change to another KG after registration, they should get back the registration document from the KG that they have registered with. The KGs should return the registration document to the parents as soon as possible. Normally, registration fee paid will not be refunded.
- The registration fee must be refunded to any child who pays the registration fee and subsequently takes up the place within the 1st month of the school year concerned after receiving the 1st installment of the school fee from the child, if any.



Registration procedure – Points to note

- If parents decide to defer K1 study of their children for one year (i.e. 2025/26 school year) with regard to their own circumstances, they should return the RC to the EDB stating that the RC should be voided. Parents can resubmit an application in the next year, EDB will reissue an RC with a validity period of 3 years (starting from the 2025/26 school year)
- Please note that the returned RC must have not been used for receiving subsidised KG education.







(4) Admission Support for Non-Chinese Speaking (NCS) Children

Equal opportunities for admission to KGs must be provided by KGs for all children (regardless of their race, gender and ability).

- ► KGs must provide both Chinese and English versions of the relevant information on K1 Admission Arrangements.
- Creating an icon, simple message in English or providing a link to the English version of the website on the home page of the school website prominently to facilitate parents of NCS children in obtaining the English version of information.
- Providing links to (1) the English version of EDB's website on K1 Admission Arrangements in KGs and (2) the webpage indicating the KG's school information in the "Profile of KGs and KG-cum-Child Care Centres" on the school website.









- (4) Admission Support for Non-Chinese Speaking (NCS) Children
- Providing information on KG's support to NCS children, enquiry telephone number and email address for parents of NCS children on the school website.
- If interviews are arranged for NCS children/parents, KGs should arrange interpretation and/or translation service for applicants as necessary, or allow parents and children to be accompanied by a Chinese speaking relative/friend during the interview to facilitate communication. KGs should state explicitly the above-mentioned interview arrangements on the school website to inform parents of NCS children that the above assistance could be offered. Parents can take the initiative to seek assistance from KGs for arrangement of relevant services when necessary.









(4) Admission Support for Non-Chinese Speaking Children

- Parent seminars on K1 admission are organised for parents of NCS children. Interpretation service is provided as appropriate. A PowerPoint with English narration on "K1 admission arrangements", with relevant content translated into languages of diverse races to facilitate NCS parents' understanding on the implementation details and points to note under K1 admission arrangements has been uploaded to EDB webpage.
- Relevant materials published by EDB, such as leaflets, posters, guidance notes and form for Application for Registration Certificate for KG Admission, etc. have been translated into eight languages of diverse race, (including Bahasa Indonesia, Hindi, Nepali, Punjabi (Indian), Tagalog, Thai, Urdu and Vietnamese) and will be uploaded onto EDB's website in early September.
- The KG Profile, which is published in both English and Chinese, provides a wide range of school information, including support to NCS students, which serves as useful reference for parents in making school choices.
- Should individual NCS students encounter genuine difficulties in seeking admission to KGs, EDB will make referrals, as appropriate, to Scheme-KGs that have vacancies.





CHEER

Centre for Harmony and Enhancement

of Ethnic Minority Residents

◆ Free-of-charge telephone interpretation service in ethnic minority languages provided by the Home Affairs Department-funded "Centre for Harmony and Enhancement of Ethnic Minority Residents (CHEER)".

The telephone interpretation service hotlines are:

- 3755 6811 (Bahasa Indonesian)
 3755 6855 (Tagalog)
- 3755 6822 (Nepali)
- 3755 6833 (Urdu)
- 3755 6844 (Punjabi)

- 3755 6866 (Thai)
- 3755 6877 (Hindi)
- 3755 6888 (Vietnamese)
- Other interpretation and translation services:
 - Schools can contact CHEER direct to gain more understanding on the relevant services if deemed necessary. Please refer to the following webpage for details:
 - http://hkcscheer.net/interpretation-and-translation-services







(4) Admission Support for Non-Chinese Speaking Children

- Parents of NCS children are encouraged to send their children to KGs with an immersed Chinese language environment as early as possible to facilitate their learning of the Chinese language. In this connection, the Government has put in place a series of support measures for NCS children in KGs.
- The leaflet on Support for Non-Chinese Speaking Children has been produced to introduce the relevant measures. The above-mentioned leaflet in eight languages of diverse race can be downloaded from EDB's website: https://www.edb.gov.hk/k1-admission_e
- More information/resources on related support for NCS children is available on the above website.







(4) Admission Support for Non-Chinese Speaking Children Leaflet on Support for Non-Chinese Speaking Children

https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1admission-arrangements/index-2425.html#NCS_support

(Path: EDB's website > Education System and Policy > KG Education > Admission Arrangements for Nursery (K1) Classes in KGs>Admission Arrangements for Nursery (K1) Classes in Kindergartens for the 2024/25 School Year - 11. Related Support for Non-Chinese Speaking Children)



Kindergarten **Education Policy** Support for Non-Chinese Speaking Children

Non-Chinese speaking (NCS) children's early start in learning the Chinese language will facilitate their adaptation to mainstream curriculum and integration into the local community. Parents of NCS children are encouraged to send their children to kindergartens (KGs) with an immersed Chinese language environment as early as possible to facilitate their learning of the Chinese language. In this connection, the Government has rolled out a series of support measures for NCS children in KGs.



Support Measures for Non-Chinese Speaking Children in Kindergartens

Admission to KGs

- All KGs must ensure equal opportunities in admission for all children regardless of their race, gender and ability and their school-based admission mechanism should be fair, just, open and comply with the anti-discrimination ordinances
- KGs are reminded to provide both Chinese and English versions of their application forms and relevant information, and to create an icon or provide a simple message in English on the school webpage to facilitate parents' access to the English version of the information. KGs are also reminded to state explicitly on the school website that if interviews are arranged for NCS children, KGs should arrange interpretation and/or translation service for applicants where necessary or allow parents and children to be accompanied by a Chinese speaking relative/friend during the interview to facilitate communication. KGs should provide the information on the school's support to NCS children, enquiry telephone number and email address for parents of NCS children on the school website.
- Parent seminars on Nursery (K1) admission are organised for parents of NCS children annually. Interpretation service is provided as appropriate.
- Relevant materials published by Education Bureau (EDB), such as leaflets, posters, application form and guidance notes on "Application for Registration Certificate for KG Admission" as well as the subtitles of publicity announcements, have been anslated into languages of diverse race
- The KG Profile, which is published in both English and Chinese, provides a wide range of school information, including support to NCS students, which serves as useful reference for parents in
- Should individual NCS children encounter genuine difficulties in seeking admission to KGs. EDB will make referrals, as appropriate, to KGs joining the KG education scheme

Catering for NCS Students' Needs

- To support KGs in catering for the needs of NCS students. different school-based support services are offered. KGs admitting NCS students may apply for the relevant services
- Professional training programmes are offered for KG teachers on teaching and learning of Chinese for NCS students.
- Starting from the 2019/20 school year, we have refined the additional subsidy on support to NCS students. A 5-tiered subsidy is provided to Scheme-KGs according to the number of NCS students admitted to facilitate their support for NCS students. KGs admitting 1 NCS student also receive the subsidy The full-year provision of the highest tier in the 2021/22 school year is about \$800,000

- To help KGs strengthen communication with parents of NCS students, a set of Communication Cue Cards with audio files and a set of templates for commonly used school circulars have been
- The KG Education Curriculum Guide sets out the direction and principles for facilitating the integration of NCS students into the local school settings, as well as introducing specific strategies and relevant resources on how teachers can help NCS students

Other Information

For further information or assistance, please contact EDB:

Telephones of Regional Educational Offices (HK) 2863 4646 (NTE) 2639 4876

(KLN) 3698 4108 (NTW) 2437 7272 Telephone of Joint Office for Kindergartens and Child Care Centres:

> 3107 2197 Hotline for parents of NCS children on admission to KGs:

> > Other relevant websites:

2892 6676

KG Education Scheme http://www.edb.gov.hk/free-quality-kg-edu_e

> Admission Arrangements for Nursery (K1) Classes in KGs

http://www.edb.gov.hk/k1-admission_e

KG Profile http://www.chsc.hk/kindergarten/en

Education Services for NCS Students http://www.edb.gov.hk/ncs







Other Resources on Support for Non-Chinese Speaking Children



11. Related Support for Non-Chinese Speaking Children

- Leaflet on "Support for Non-Chinese Speaking Children" (2022 updated version) Other Languages Versions: English, Traditional Chinese, Simplified Chinese, Bahasa Indonesia, Hindi, Nepali, Punjabi(Indian), Tagalog, Thai, Urdu, Vietnamese
- PowerPoint Slides on Admission Arrangements for K1 Classes in Kindergartens and Application for Registration Certificate for Kindergarten Admission
- English Version (with English narration) per
- 8 Other Languages Versions (To be uploaded by late August 2023)
- PowerPoint Slides of "Important Dates of Admission Arrangements for Nursery (KI) Classes in Kindergartens (KGs) for the 2024/25 School Year PDE
- Leaflet on Admission Arrangements for K1 Classes in Kindergartens for the 2024/25 School Year Details will be announced later.
- Information on Application for Registration Certificate for Kindergarten Admission (2024/25) Details will be announced in September 2023.
- Seminars for Parents of Non-Chinese Speaking (NCS) Children

Seminar on "Admission Arrangements for K1 Classes in Kindergartens for the 2024/25 School Year"

Date	Relevant materials		
22 July 2023	Poster on Parent Seminars Poster on Parent Seminars PowerPoint Slides of "Parent Information on Admission Arrangements for Nursery (KI) Classes in KGs for the 2024/25 School Year" PowerPoint Slides of "Kindergarten Education Curriculum" (provided by Curriculum Development Institute) PowerPoint Slides of "2023/24 Student Financial Assistance for Pre-primary Students" (provided by Student Finance Office) PowerPoint Slides of "Promoting Equal Opportunities in Kindergarten Admissions" (provided by Equal Opportunities Commission)		







(4) Admission Support for Non-Chinese Speaking Children

A series of measures have been put in place to support the learning of NCS children in KGs:

- The KG Education Curriculum Guide launched in February 2017 has included recommendations on how schools could support NCS children, specifically on Chinese learning for NCS children.
- Starting from the 2019/20 school year, we have refined the additional subsidy on support to NCS children. A 5-tiered subsidy will be provided to Scheme-KGs according to the number of NCS children admitted for enhancing the support to NCS children. KGs admitting 1 NCS child will also receive the subsidy.
- ▶ EDB is strengthening teacher training and school-based support services for NCS children in KGs. All KGs, regardless of the number of NCS children admitted, may apply to join.





(5) Release of Vacancy Information

- ▶ EDB will collect information from KGs on K1 vacancies in the 2024/25 school year about a week after the Centralised Registration Dates through an electronic platform, and publish a list of K1 vacancies of KGs in various districts in late January 2024.
- Only the vacancy situation of individual KGs will be released but not the number of vacancy of individual KGs.

School Name		Telephone	Vacancies
1.	AAA KG	XXXX XXXX	Υ
2.	BBB KG	XXXX XXXX	N
3.	CCC KG	XXXX XXXX	Р

Y – With vacancy

N – Without vacancy

P – Applications on the waiting list being processed





(6) Referral arrangements for children

- **KG** student admission is a school-based matter
 - Parents apply for a K1 place by themselves in accordance with their children's needs; and
 - EDB provides relevant information to support parents
- Under special circumstances, EDB will make referrals as appropriate if individual children (i.e. those at risk of developmental delay and NCS children) encounter difficulties in applying for admission :
 - K1 Places for 2024/25 s.y.: Starting from April 2024
 - K2 & K3 Places for 2024/25 s.y.: Starting from July 2024
- In this regard, parents of children in need may approach the Regional Education Offices and the Joint Office for Kindergartens and Child Care Centres for referral assistance, if necessary.



2024/25 K1 Admission Arrangements Flowchart







2024/25 K1 Admission Arrangements Flowchart

Parents apply to EDB for the RC from September to November 2023

Upon receipt of the applications with all necessary information and documents provided, EDB will generally take six to eight weeks to complete processing the applications and issue the RC / AP to parents by post

KGs process K1 admission applications for the 2024/25 School Year

KGs inform parents of the application result before 15 December 2023

If application is successful

If application is not successful

Parents register with one KG during the Centralised Registration Dates (i.e. 4 to 6 January 2024) by submitting the RC / AP and paying registration fee Parents refer to the K1 vacancy information released by EDB after the Centralised Registration Dates (i.e. from late January 2024) and apply for admission to other KGs









Profile of Kindergartens and Kindergarten-cum-Child Care Centres





(Updated version will be published later in due course.)







Enquiry

▶ EDB —



Website: http://www.edb.gov.hk/k1-admission_e

Hotline: 3540 6808 / 3540 6811			
Hotline for parents of NCS children: 2892 6676			
Mondays to Fridays	8:30 am to 1:00 pm 2:00 pm to 6:00 pm		
Saturdays, Sundays & Public Holidays	Closed		

- 24-hour automatic telephone enquiry system: 2891 0088
- The Regional Education Offices or the Joint Office for Kindergartens and Child Care Centre





