



中華人民共和國香港特別行政區政府總部教育局  
Education Bureau

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

本局檔號 Our Ref: EDB(SDCT)3/PRO/10/1/1

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11 February 2021

To: Supervisors / Principals of All Secondary Schools, Primary Schools, Special Schools, Schools offering Non-Local Curriculum, Kindergartens and Kindergarten-cum-Child Care Centres and Private Schools offering Non-Formal Curriculum

Dear Supervisor / Principal,

**Further Option for  
Resumption of Face-to-Face Classes for Individual Schools  
Testing Arrangements for Teachers and Staff**

According to the letter of 5 February 2021 titled “Class Arrangements for Schools after Chinese New Year Holidays” issued by the Education Bureau (EDB), if an individual school can arrange all of its teachers and staff to take regular virus tests, the EDB will take into account the actual circumstances of such school, and consider allowing it to arrange whole-school resumption of half-day face-to-face classes.

Regarding the testing arrangements, schools should make reference to the following website for the test channels and types ([www.coronavirus.gov.hk/eng/early-testing.html](http://www.coronavirus.gov.hk/eng/early-testing.html)). Among the channels, the Community Testing Centres (hereafter referred as Centres) provide self-paid testing services (for the list of the Centres, please refer to [www.communitytest.gov.hk/en/](http://www.communitytest.gov.hk/en/)). To facilitate teachers and staff of individual schools participating in the further option for resumption of face-to-face classes to undergo virus tests, the fees of the testing services at the Centres for these

personnel will be waived. Teachers and staff should present at the Centres the duly completed “Community Testing Centres – Test Registration Form” at **Annex** with school chops stamped. This arrangement is only applicable to the teaching and non-teaching staff who are working on campus and are directly employed by the kindergartens/ kindergarten-cum-child care centres, primary and secondary schools (including special schools and schools offering non-local curriculum). In addition, eligible teachers and staff are reminded that they **MUST** book the testing services in advance via the ‘Community Testing Centre – Booking System’ ([www.communitytest.gov.hk/en/](http://www.communitytest.gov.hk/en/)) in order to receive the free testing services at the Centres. For those who have not booked in advance have to pay the fees of HK\$240 per test. The free testing services offered by the Centres will start from 15 February 2021, and last for three months until 14 May 2021. Each eligible teacher and staff can receive free testing service at the Centres once in every 14-day cycle during the above period. The above waiver is not applicable to teachers and staff of schools offering non-formal curriculum (commonly known as 'tutorial schools').

Teachers and staff may also make their own arrangements to take tests in private laboratories which are recognised by the Department of Health (refer to the [list](http://www.coronavirus.gov.hk/pdf/List_of_recognised_laboratories_RTPCR.pdf) at [www.coronavirus.gov.hk/pdf/List\\_of\\_recognised\\_laboratories\\_RTPCR.pdf](http://www.coronavirus.gov.hk/pdf/List_of_recognised_laboratories_RTPCR.pdf)). Schools are reminded that for the further option scheme, at this stage the EDB does not accept tests other than those that are on the recognised list above. For example, the results of rapid antigen tests are not accepted.

After taking the tests, teachers and staff shall retain and present the relevant Short Message Service (SMS) messages, laboratory testing reports or related proofs containing the test results to the schools for record. Schools should keep the records of the negative test results of all teachers and staff.

We would like to reiterate that the testing arrangement is to provide an additional option for schools and is not a compulsory requirement. Before schools consider whether to implement whole-school resumption of half-day face-to-face classes, they should have adequately communicated with their stakeholders (including teachers, staff and parents). The EDB will help schools that require assistance as far as possible. For enquiries, please contact your respective Senior School Development Officers / Senior Services Officers.

Your sincerely,



( Dr Verena LAU )  
for Secretary for Education

## Education Bureau

**Secondary Schools, Primary Schools, Special Schools, Schools offering Non-Local Curriculum,  
Kindergartens (KGs) and Kindergarten-cum-Child Care Centres (KG-cum-CCCs)  
in Hong Kong**

**Community Testing Centres<sup>1</sup> – Test Registration Form**

Notes:

- (1) This Test Registration Form (Form) can only be used by teaching and non-teaching staff who are working on campus and are directly employed by KGs/KG-cum-CCCs, primary and secondary schools (including special schools and schools offering non-local curriculum) which will arrange whole-school resumption of half-day face-to-face classes.
- (2) This Form cannot be used by teachers and staff of schools offering non-formal curriculum (commonly known as 'tutorial schools').
- (3) Teachers and staff must make advance booking for the free testing service via the Community Testing Centre - Booking System ([www.communitytest.gov.hk/en/](http://www.communitytest.gov.hk/en/)). Those who do not make an appointment have to pay for the testing service (\$240).
- (4) This Form should be kept by teachers and staff. Teachers and staff should present this Form on the day he/she takes the test at the Community Testing Centre for identity verification.

**Personal Information of the Test Taker (to be completed by schools)**

School Name:	
School Telephone Number :	
School Registration Number :	
Test Taker Name: (must be identical to the name on Hong Kong Identity Card (HKID Card)/Passport)	
HKID Card No./Passport No.:	
Date of Testing:	15 February 2021 to 14 May 2021

School Chop

<sup>1</sup> List of Community Testing Centres - [www.communitytest.gov.hk/en/](http://www.communitytest.gov.hk/en/)