

EDUCATION BUREAU
CIRCULAR MEMORANDUM NO. 149/2023

From : Permanent Secretary for
Education

To : Heads of all primary and secondary
schools (except private schools,
international schools, Private
Independent Schools and ESF schools)

Ref. : EDB NACS (SBSS)/GRANT/
17/972/97 Pt. 38

Date : 18 September 2023

c.c.: Heads of sections for information

**School-Based Support Scheme Grant for
Schools with Intake of Newly Arrived Children (NAC)**

Summary

The purpose of this circular memorandum is to invite schools with intake of children newly arrived from the Mainland, non-Chinese speaking (NCS) children newly joining the local education system and returnee children to apply for the School-Based Support Scheme (SBSS) Grant.

Details

2. Schools should use the SBSS Grant to flexibly provide support services for meeting the learning and adaptation needs of the children mentioned above. Education Bureau (EDB) Circular Memorandum No. 137/2023 dated 15 August 2023 announced that the rate of the SBSS Grant per pupil per annum has been adjusted from \$4,002 to \$4,078 at primary level and from \$5,932 to \$6,045 at secondary level for the 2023/24 school year.

3. In order to streamline the administration procedures for the application of the SBSS Grant, schools are required to make application for the SBSS Grant only once in each school year. Schools are invited to:

- (a) apply for the SBSS Grant in respect of the actual number of students who are children newly arrived from the Mainland, NCS children newly joining the local education system and returnee children admitted during the period from 1 September 2022 to 31 August 2023, both dates inclusive; and
- (b) apply for advance payment of the SBSS Grant for the 2023/24 school year, with reference to the number of NAC as stated in paragraph (a) above.

4. For advance payment, adjustment on the basis of the number of NAC admitted for the 2023/24 school year will be made in the next round (i.e. 2024/25 school year) of application. Schools that do not apply for advance payment of the SBSS Grant now may apply for the SBSS Grant in the 2024/25 school year based on the actual number of such children admitted in the 2023/24 school year.

5. Application form and relevant information as set out below are provided at EDB webpage (<https://www.edb.gov.hk/nac-e>):

- (a) Criteria and Conditions for Applying for the SBSS Grant;
- (b) Notes on how to complete the form; and
- (c) Administrative Arrangements for the SBSS Grant.



6. Schools must ensure that the criteria and requirements are satisfied when applying for and using the SBSS Grant. The completed application form, together with the supporting documents, should be sent **on or before 9 October 2023** by post or by hand to the Placement and Support (PS) Section of EDB at Room 1424, 14/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong. Schools can also submit the electronic application form via the Common Log-on System (<https://clo.edb.gov.hk/>), and send the supporting documents to PS Section by post or by hand to the aforesaid address.

Enquiry

7. For enquiries, please contact Mr K W CHUNG at 2892 6188 of PS Section.

Ms Rio CHEUNG

for Permanent Secretary for Education