

Arrangement for Redundant Teachers of Aided Primary Schools

All aided primary schools (excluding special schools) should adopt the relief measures set out as follows to resolve the situation of redundant teachers (including Student Guidance Teachers (SGTs)) that may arise in some schools in the 2025/26 school year. At the same time, schools should also refer to the relevant sections in the Education Ordinance, Code of Aid and School Administration Guide for reference and compliance.

Redeploying / Absorbing Redundant Teachers Within School

2. Schools should make reference to the letter on Class Organisation and Staff Establishment for the 2026/27 School Year issued by EDB, based on the adjusted staff establishment according to the changes of number of approved classes (if any), to assess the redundant teacher situations. Should there be redundant teachers in schools, schools should absorb them within the school in the first instance by appointing them to fill all teaching vacancies arising from teacher wastage (i.e. retirement and resignation of serving teachers, etc.), operation of additional classes (if any) or other causes (e.g. additional teaching posts added under new initiatives). Schools are also encouraged to adopt, where appropriate, the following measures to minimise the number of redundant teachers:

(a) Appointing Their Own Redundant Teachers to Fill Vacancies / Temporary Posts

- (i) Schools should appoint their own redundant teachers to fill temporary teaching vacancies of one-year duration or more. Should schools be provided with additional teaching posts under government funding, priority consideration should also be given to their own redundant teachers in filling these posts.
- (ii) Schools are encouraged to make use of available resources, e.g. Capacity Enhancement Grant, the Learning Support Grant, etc. to provide additional manpower to better support the diverse needs of students and assist schools in implementing integrated education.
- (iii) Schools are also encouraged to use the surplus under the Operating Expenses Block Grant (OEBG)/ Expanded Operating Expenses Block Grant (EOEBG) or savings in school funds to create extra teaching posts according to their school needs to further enhance student learning efficacy.

(b) Job-sharing

Under the principles of voluntary participation by teachers and not causing adverse impact on students' learning, schools are encouraged to draw up a job-sharing plan prior to identifying the redundant teachers. Schools can decide on the mode of job-sharing in consultation with the teachers concerned. For details of applying job-sharing in aided schools to fill vacant posts, please refer to The Guidelines on the Handling of Job-sharing in Aided Schools are on EDB homepage (<http://www.edb.gov.hk> > *School Administration*

and Management > Administration > About School Staff > Appointment Matters > [Guidelines on the Handling of Job Sharing in Aided Schools](#)).

(c) *Teachers Taking No-pay Leave*

After careful examination of the justifications provided by teachers for application for no-pay leave, School Management Committees (SMCs)/ Incorporated Management Committees (IMCs) of aided schools may consider granting no-pay leave of one year or more to teachers in accordance with the principles laid down in EDB Circular No. 1/2006 on “Granting of Leave in Aided Schools” and the Guidelines for Granting of Leave on EDB homepage (<http://www.edb.gov.hk> > *School Administration and Management > Administration > About School Staff > [Guidelines for Granting of Leave](#)*). IMCs should also make reference to Appendix H of the Supplement to School Administration Guide for action. Schools which have not yet established an IMC are required to seek EDB’s prior approval for granting no-pay leave to teachers.

Redeploying Redundant Teachers by School Sponsoring Bodies

3. School Sponsoring Bodies (SSBs) operating more than one school should arrange in the first instance to redeploy their own redundant teachers to fill the available vacancies in schools under their sponsorship, including the teaching posts outside the approved staff establishment. Should vacancies still exist after internal deployment, schools are encouraged to fill these vacancies by appointing redundant teachers from other schools. A teacher with teacher training (i.e. a registered teacher) should also be given priority consideration if all other things being similar. If the redundant teachers out-number the vacancies, SSBs should put in place a set of criteria to redeploy the redundant teachers to fill all available vacancies in their schools. Given that the redeployment may take some time to complete, SSBs are advised to conduct the first batch of redeployment according to the establishment of teachers in each of their schools for the 2026/27 school year immediately after their schools were notified of the class organisation and staff establishment for the 2026/27 school year. Schools under the same SBB should also make good use of every opportunity for absorbing the remaining redundant teachers in other sponsoring schools to fill the arising vacancies. SSBs’ prompt action in redeployment is of great importance in resolving the situation of redundant teachers and facilitating the remaining redundant teachers to seek employment in other schools.

4. As for the redundant SGTs, SSBs operating more than one school should arrange to redeploy these redundant teachers, if any, to fill available vacancies arising from retirement and resignation of the SGTs in other sponsoring schools.

5. Please refer to Appendix for redeployment of redundant teachers (including all senior teachers and SGTs) and relevant administrative arrangements.

Relevant Arrangement for Identifying Redundant Teachers

6. In case schools cannot absorb all of their redundant teachers through the above measures as set out in paragraphs 2 to 5, SMCs/IMCs should, in consultation with the teaching staff, work out a set of school-based criteria which is objective, fair and transparent so as to set the order for redundant teachers to leave the school, and the priority to retain them when vacancies arise¹.

7. SMCs/IMCs are also required to set up an appeal mechanism, which should serve as an effective channel for teachers to communicate with their schools on the issue of redundant teachers. At the same time, SSBs have the responsibility to ensure that both the criteria and the appeal mechanism are applied consistently within the schools concerned. Premised on not jeopardising teachers' consideration of other arrangements, SMCs/IMCs should record and announce the selection criteria and appeal mechanism put in place to all teachers in good time.

8. Schools are requested to notify EDB of the list of redundant teachers who cannot be absorbed within their own schools or schools under the same SSB, if any, by filling in Part A of Appendix I(c) on or before **30 April 2026**. Schools should report only those redundant teachers who are regular teachers within the approved staff establishment (including the SGTs) for the 2025/26 school year.

Assistance to Redundant Teachers

9. To facilitate redundant teachers, including redundant SGTs, to find teaching posts in other aided primary schools, EDB implements the following measures:

(a) Collecting the Information of Teaching Vacancy

As from **13 April 2026**, schools are required to fill in Appendix II to provide information to EDB on all anticipated teaching vacancies (including full-time and part-time)² for the 2026/27 school year, if any, for redundant teachers' enquires.

(b) Providing "Personal Particulars of Teacher in Aided Primary Schools"

Redundant teachers can use the "Personal Particulars of Teacher in Aided Primary Schools ((Appendix I(b)), provided by EDB, in order to apply for relevant teaching posts in other aided primary schools directly.

¹ If a regular teacher resigns subsequently, schools should fill the vacant post thus arising according to the agreed priority of redundant teachers.

² The vacancies to be reported should include the remaining vacancies after offsetting their own redundant teachers, the anticipated vacancies arising from additional classes, creation of new posts, retirement and resignation of serving teachers, temporary vacancies created under government funding, and vacancies of one-year duration or more arising from study leave or secondment of serving teachers, etc.

(c) ***Facilitating Appointment of Redundant Teachers***

As set out in paragraph 7 of EDB Circular Memorandum No. 14/2026 on “Projected Enrolment in Primary 2 to 6 in September 2026 and Related Arrangements for Filling Teaching Vacancies in Aided Primary Schools” issued on 6 January 2026, “**from 1 February 2026 to the end of this school year**, all vacant teaching posts must be filled by temporary teachers.” When appointing teachers to fill vacant teaching posts for the 2026/27 school year, schools should give priority consideration to redundant teachers.

(d) ***Keeping Open Provident Fund Account***

Eligible redundant teachers who cannot secure a regular teaching post in aided schools in the 2026/27 school year may submit applications to the Senior School Development Officers of their respective districts for keeping open their Grant/Subsidised Schools Provident Fund accounts. They are not required to provide documentary evidence showing that they are actively seeking teaching appointments in aided schools in the first year. After the first year, if there is still a need to apply for keeping their accounts open, the redundant teachers are required as usual to provide relevant documentary evidence to demonstrate their prospect of returning to the aided school sector as regular teachers. The application procedures and relevant details are on EDB homepage (<http://www.edb.gov.hk> > *School Administration and Management* > *Administration* > *About School Staff* > *Provident Fund* > [Points to Note When a Contributor Ceases to Contribute to Provident Fund](#)).

10. It is essential for schools to take appropriate measures to reduce the number of redundant teachers. Facing the structural decline in school-age population, EDB must make long-term and holistic planning, and act according to the circumstances to reduce the oversupply of school places in a steady and orderly manner according to the actual situations, so as to enhance the healthy development of the education ecosystem. Also, we have to take the opportunities to optimise the use of resources, with a view to enhancing the overall education quality. EDB will keep reviewing the related policies in coping with changes in school-age population and refining related arrangements from time to time, in order to ensure a healthy and sustainable education ecosystem. We trust that with the full support and cooperation of SSBs and schools, the situation of redundant teachers could be resolved.

11. A “Workflow of the Arrangements for Redundant Teachers of Aided Primary Schools in the 2026/27 School Year” is summarised at [Appendix I](#) for schools’ easy reference.

Enquiry

12. For enquiries about collecting teaching vacancies and reporting the list of remaining redundant teachers, please contact Teacher Administration 1 Section at 2892 6375. For other enquiries, please contact the respective School Development Officers of your district.

17 March 2026

Redeployment of Redundant Teachers and Related Administrative Arrangements

General Principles

1. School Sponsoring Body (SSB) can appoint school heads to fill the vacant headship posts. However, the vacant teaching posts arising from promotion and/or transfer must be counted as available vacancies for redeployment of their own redundant teachers or for offering appointment to other redundant teachers of the current year.
2. After the first round of redeployment, if vacancies subsequently arise in schools under the same sponsorship, SSBs should redeploy redundant teachers, who have been reported to the Education Bureau (EDB) but not yet secured teaching posts, to fill such vacancies. SSBs are required to inform EDB of such arrangements using Part B of the proforma at [Appendix I\(c\)](#).

Redeployment of Teachers by SSBs

3. For the redundant teachers redeployed by SSBs to fill the vacancies in other schools under their sponsorship, SSBs should in principle ask them to declare their sexual conviction records in order to safeguard the well-being of students. The School Management Committees (SMCs)/ Incorporated Management Committees (IMCs) can make reference to the specific internal redeployment arrangement to deliberate on whether or not to request the redeployed redundant teachers to undergo the sexual conviction record check (SCRC). Should the SMCs/IMCs, after a thorough deliberation, decide on exempting the teachers concerned to undergo SCRC, the justifications must be properly documented in their notes of meeting. Schools should also observe the measures as set out in EDB Circular No. 14/2023 “Measures for Strengthening the Protection of Students: Appointment of Teaching and Non-teaching Staff in Schools”, including but not limited to applying to EDB for releasing information regarding the teacher registration status of the redeployed teachers after seeking their consent. For details, please refer to EDBC No. 14/2023 and relevant questions and answers posted on EDB homepage (<http://www.edb.gov.hk> > *School Administration and Management* > *Administration* > *About School Staff* > [Appointment Matters](#)).
4. The redundant teachers redeployed by SSBs to fill the vacancies in other schools under their sponsorship are considered to be newly-appointed teachers in principle and are required to pass the Basic Law and National Security Law Test (BLNST) in order to be considered for appointment. For details, please refer to EDBC No. 13/2022 “Requirement for Newly-appointed Teachers to Pass the Basic Law and National Security Law Test” and EDB homepage (<http://www.edb.gov.hk> > *School Administration and Management* > *Administration* > *About School Staff* > [Requirement for Newly-appointed Teachers to Pass the Basic Law and National Security Law Test](#)).

5. As to the redeployment of senior teachers, SSBs should adopt the following steps in order of priority:
- (a) In the event that adjustment to the number of approved classes affects the entitlement of senior teachers, including the posts of deputy heads at the Senior Primary School Master/Mistress rank (SPSM(DH)), Student Guidance Teacher (SGT) and the additional senior teacher post of English (ST(Eng)) and/or the headship entitlement of a school, SSBs operating more than one aided primary school should by all means transfer all these redundant senior teachers to fill all types of available senior teacher vacancies at the corresponding rank in other schools under their sponsorship, and ensure that the substantive rank of the head of the school does not exceed the headship entitlement, and redeploy the over-ranked head to another school that has a vacancy of the corresponding substantive rank when necessary. Nevertheless, school and/or its SSB should be aware of the qualification, training requirements and relevant working experience of the vacant senior teacher post(s) so that suitable redundant senior teacher(s) can be deployed to fill such vacant post(s).
 - (b) Since the implementation of the all-graduate teaching force policy in the 2019/20 school year, redundant teachers at the rank of Assistant Master/Mistress (AM) redeployed to another school by its SSB can be regraded to PSM posts if they possess a recognised local bachelor's degree (or equivalent qualifications). If the redundant AM teacher with recognised qualifications does not opt for regrading or has not yet obtained a recognised degree qualification, he/she can continue to assume the AM post when redeployed to another school by its SSB. Nevertheless, the school that absorbs the redundant AM teacher is required to offset the corresponding number of PSM post until natural wastage arises from that AM teacher or the teacher has fulfilled relevant qualifications and opted for regrading to a PSM post.
 - (c) Where circumstances warrant it to offset vacant senior teacher post(s) (including SPSM(DH) post(s) but excluding the posts of SGT, ST(Eng), PSM(CD) and Special Educational Needs Coordinator (SENCO) at promotion rank) and/or headship rank in one school against all types of redundant senior teacher(s) and/or over-ranked head in another school, SSBs should document each time details of the justifications for adopting the “offsetting” arrangement so as to safeguard schools against possible disputes on impropriety. In tandem, the schools concerned which execute “offsetting” arrangement should ensure that there is no overall over-ranking when putting up any new nominations for promotion of the respective ranks. In this connection, schools should note that the approved posts of ST(Eng), PSM(CD), SGT and SENCO at promotion rank in a school cannot be offset by redundant senior teachers of its own school or another school under the same SSB.

6. For the school operated by one-school sponsor, or where there are no available senior teacher vacancies of comparable ranks, including the SPSM(DH) post, and/or vacancies of appropriate headship rank in schools under the same sponsorship for redeployment or “offsetting”, all the redundant senior teachers concerned, including SPSM(DH)s, SGT, ST(Eng), and the over-ranked heads should step down and assume an appropriate lower rank. As for the redundant SGT holding 0.5 AM / PSM SGT post, they could be considered for stepping down to take up 0.5 Certificated Master/Mistress (CM) post / 0.5 Assistant Primary School Master/Mistress (APSM) post.

Salary Arrangements for Redundant Senior Teachers, including SPSM(DH)s, Over-ranked Heads and Redundant Graduate Teachers

7. In line with the principle of pay for the job of corresponding responsibilities, SSBs operating more than one school should first deploy the over-ranked staff to another school under the same SSB to take up a post at the rank commensurate with his/her salary point or to rectify the over-ranked situation. SSBs and schools concerned are urged to try their best to do so as soon as possible. In the event that there is no vacant post for the deployment, redundant senior teachers, including SPSM(DH)s, and over-ranked heads in the 2026/27 school year (including those who stepped down prior to 1 September 2026) may submit application to the School Development Section of the respective districts for retaining their pay point as at 31 August 2026 and not be granted any salary increments until they are reinstated to their former rank for normal progression along the respective salary scales. This arrangement is only a special and temporary arrangement and should be rectified when opportunity arises.
8. Since the implementation of the all-graduate teaching force policy in the 2019/20 school year, all teaching posts (including senior teaching posts) in the approved establishment are graduate teaching posts. As such, schools should handle the deployment arrangements of redundant teachers according to the graduate teaching post entitlement in principle. If redundant AM teachers have to step down to take up CM posts upon the adjustment to the number of approved class and the teachers concerned are unable to be regraded to APSM posts due to the lack of recognised degree qualifications or personal reasons, the school should offset the corresponding number of APSM posts to hold against the stepped-down CM teachers concerned and can apply to EDB for retaining the pay point of the teachers concerned according to the prevailing mechanism. Since the corresponding promotion rank of AM in the graduate teaching grade is PSM, when a PSM vacancy arises, the school should resume the original AM rank of the teacher concerned and offset a PSM post until natural wastage arises from that AM teacher or the teacher has fulfilled relevant qualifications and opted for regrading to a PSM post.
9. If the stepped-down non-graduate teachers possess recognised degree qualifications, the school should consult the teachers concerned and regrade the teachers to the corresponding graduate ranks after stepping down according to their preference and the

school-based mechanism. After regrading, the salary arrangements for redundant senior teachers (including approved applications) will not be applicable and their redundant senior teacher identities will not be retained. The salary and promotion arrangements of teachers concerned in the graduate teaching grade are subject to prevailing mechanism and requirements, which are the same as that of other teachers regrading from non-graduate teaching grade to graduate teaching grade. Please note that when handling stepped-down arrangement of non-graduate teachers, schools should duly inform the teachers concerned of the related consequent arrangements as well as their rights and interests of being retained in the non-graduate teaching grade and regraded to the graduate teaching grade, so that they can make an informed choice and plan for professional development according to their individual needs.

10. For schools with more than one stepped-down teacher due to over-ranking in the approved establishment brought by the adjustment to the number of approved classes (which may include graduate teacher and non-graduate teacher), when a vacancy at the senior teacher rank arises, schools should set priority for resuming these teachers to the senior teaching posts according to the pre-defined school-based mechanism.
11. In principle, since the implementation of the all-graduate teaching force policy in the 2019/20 school year, serving graduate teachers shall no longer be required to assume non-graduate teaching posts due to insufficient graduate teaching posts in the approved establishment. In addition, all redundant graduate teachers (including graduate SGT) who were required to assume the rank of AM or CM in a school which its graduate teaching post entitlement has been affected by the adjustment to the number of approved classes before the 2019/20 school year, should have been resumed the corresponding ranks of the graduate teaching posts in the 2019/20 school year. Hence, schools need not apply for the special pay arrangement for the teachers concerned.
12. Schools should adhere to the principle of fairness in handling the work allocation of the over-ranked staff. The call for application for retaining the special pay arrangement for the over-ranked staff (including over-ranked heads and stepped-down senior teachers) is usually issued around August/September annually. In applying for such special pay arrangement for the over-ranked staff involved, schools are also required to attach a plan on how they would rectify the over-ranked situation.