

# **Tung Wah Group of Hospitals Lions Club of South Kowloon Nursery School**

## **Information on Admission to K1 Classes in the 2023/24 School Year**

1. Collection of Application Forms :
  - Download from Tung Wah Group of Hospitals Community Services Division Website.  
<http://www.tungwahcsd.org/tc/our-services/youth-and-family-services/day-nursery-services/LCSKNS/introduction>
  - Download from School Website.  
<https://lcskns.tungwahcsd.org/en/page/admission#block-3>
  - Obtain from school in person.
  
2. Distribution Period:
  - Date: Whole year (except School Holidays or Public Holidays)
  - Time: 9:00 a.m. to 6:00 p.m. (Mondays to Fridays) / 9:00 a.m. to 1:00 p.m. (Saturdays)
  
3. Submission of Application Forms:
  - Children aged 1 (as per the child's birth certificate) may apply to get on the waiting list.
  - Method: Submit the application form in person with your child's original Birth Certificate and original Family Health Service Department of Health Immunisation Record.
  - Two stamped self-addressed envelopes are also required.
  - **Return Period:**
    1. Date: Whole year (except School Holidays or Public Holidays)
    2. Time: 9:00 a.m. to 1:00 p.m. (Saturdays)
  
4. Application Fee:
  - Free of charge.
  
5. Application for the "Registration Certificate for Kindergarten Admission":
  - Education Bureau (EDB) implement the Free Quality Kindergarten Education policy, EDB will use the "Registration Certificate for Kindergarten Admission" as the document for registration in the 2023/24 school year.
  - Parents are required to submit an application for the "Registration Certificate for Kindergarten Admission" (hereafter referred as "RC") to EDB from September to November 2022. The "RC" would be open for applications in September 2022 and EDB would announce and upload the details of application onto EDB's website [https://www.edb.gov.hk/k1-admission\\_e](https://www.edb.gov.hk/k1-admission_e) in due course.
  
6. Admission Criteria:
  - Healthy Children aged 2 – 6 (as per the child's birth certificate) .
  - Priority placement would be granted to families with social needs referred by Social Welfare Department.
  - The applicant with sibling(s) currently studying in the Nursery School will be considered in higher priority.

7. Interview Arrangements:

- The Nursery School will arrange interview for all applicants.
- The interview starts on the 12 November 2022.
- Group interview with children and individual interview with parents will be arranged.
- Parents should accompany their child for the interview.

8. Non-Chinese Speaking (NCS) Children:

- Relevant information and application forms both in Chinese and English.
- We provide the information on support to NCS children, enquiry telephone number and email address for parents of NCS children.  
Our Telephone No.: 2630 3555  
Our E-mail Address: lcskns@tungwah.org.hk
- When interviewing NCS children, we will arrange interpretation and/or translation service for applicants where necessary. We may also allow parents and children to be accompanied by a Chinese speaking relative/friend during the interview to facilitate communication.

9. Announcement of Admission Results:

- We will inform parents of the K1 admission results before 16 December 2022 by phone and by post.

10. Registration Arrangements:

- Successful applicants: Parents should complete the registration procedures for their child from 5 to 7 January 2023 (“Centralised Registration Dates”) by submitting the original “RC” to the Nursery School and paying the registration fee.
- Applicants on the waiting list: We will inform parents by post, parents should complete the registration procedures for their child according to the specified date set by the school. Parents are required to submit the original of the “RC” to the Nursery School and pay the registration fee.
- Please be reminded that if parents cannot submit the “RC” during registration, the Nursery School may not be able to complete the registration process for their child. Hence, parents are required to submit application for the Registration Certificate to EDB within the specified period.
- The registration fee for 2023/24 K1 place is HK\$1570.00. Should parents decide to change school after registration, please notify the Nursery School in writing. The Nursery School will return the “RC” but the registration fee will not be refunded. Upon returned the “RC”, the Nursery School will no longer keep the school place for the child.

11. Enquiry:

Our Telephone No.: 2630 3555

Our E-mail Address: lcskns@tungwah.org.hk