

校方填寫:
For Official Use Only:
 交表日期: _____
 報名費: ☐ 現金
☐ 支票(號碼: _____)

協康會康苗幼兒園
 Heep Hong Society Healthy Kids Nursery School
 入學申請表
 Application Form for Admission

兒童相片
 Child's Photo

甲部:申請人資料

Part A : Applicant's Particulars

兒童中文姓名: Child's Name in Chinese		*性別: *Sex	<input type="checkbox"/> 男 M <input type="checkbox"/> 女 F	
兒童英文姓名: Child's Name in English		出生日期: Date of Birth	(日 / 月 / 年) / / (dd/mm/yyyy)	
#出生證明書號碼: #Birth Certificate No.		出生地點: Place of Birth		
家中常用語言: Spoken language at home		電郵地址: Email Address	住宅電話: Home Tel no	
中文住址: Home Address in Chinese				
英文住址: Home Address in English				
*申請班級: *Applying for Class	<input type="checkbox"/> 2-3 歲 2-3 yrs old 預備班 N1 <input type="checkbox"/> 如未能成功輪候 N1 , 繼續輪候 K1 Would consider wait-listing K1,if not admitted to N1	<input type="checkbox"/> 3-4 歲 3-4 yrs old 幼兒班 K1	<input type="checkbox"/> 4-5 歲 4-5yrs old 低班 K2	<input type="checkbox"/> 5-6 歲 5-6yrs old 高班 K3

#如使用出生證明書以外的身份證明文件，請註明。
 #If identity document(s) other than Birth Certificate is used, please specify.

乙部：家庭成員概況

Part B: Family Background

關係 Relationship	中文姓名 Name in Chinese	英文姓名 Name in English	出生年份 Year of Birth	身份証號碼 頭 4 個字 Identity Card No (First 4 digits.)	學歷 Education	職業 Occupation	工作地區 Work District	收入 Income	聯絡電話 Contact No.
父 Father									
母 Mother									

*☐ 雙職家庭 working parents ☐ 須在家照顧殘疾人士的家庭 take care of person with a disability at home

丙部：現 / 曾就讀本幼兒園的兄弟姊妹資料 (如適用)

Part C: Particulars of Siblings attending/having attended this Nursery (if applicable)

	姓名 Name:	學年 School Year:	班級 Class:	關係 Relationship:
1				
2				

丁部：家長問卷

Part D: Parents Questionnaire

兒童曾就讀(或現就讀)之學校 Previous/Present School: _____	班別: Class: _____
家庭狀況: _____ 兄弟 _____ 姊妹 (兄弟姊妹所就讀之學校: _____) Family Status: _____ Brother(s) _____ Sister(s) (School of Sibling(s): _____)	
兒童主要照顧者: <input type="checkbox"/> 父母 <input type="checkbox"/> 外/祖父母 <input type="checkbox"/> 保姆/家傭 <input type="checkbox"/> 其他: _____ Child Take Care By: <input type="checkbox"/> Parents <input type="checkbox"/> Grandfather/mother <input type="checkbox"/> Maid <input type="checkbox"/> Others: _____	
父母與兒童每天的親子時間有多少?週末或假期的親子活動是什麼? How much time do you spend with your child every day? What would you do with your child during weekends or holidays? _____	
兒童曾參與什麼小組活動?(例如:Playgroup 遊戲小組、興趣班) What group activities have your child participated in ?(e.g. Playgroup) _____	
兒童對任何藥物、食物敏感或有其他照顧需要，請寫清楚以備校方留意。 Please specify clearly if your child has any food/drug allergy or need any special care that we should pay attention to. _____	
你對兒童入學後的發展或學習期望是什麼? What is your expectation on your child' s study in our school? _____	
你從哪裡得悉本校的資料? How did you know our school? <input type="checkbox"/> 網上資料 <input type="checkbox"/> 電話查詢 <input type="checkbox"/> 親友 <input type="checkbox"/> 鄰里 <input type="checkbox"/> 兄弟就讀本校 <input type="checkbox"/> 社區團體介紹，請註明: _____ <input type="checkbox"/> 其他，請註明: _____ <input type="checkbox"/> Internet <input type="checkbox"/> Phone inquiry <input type="checkbox"/> Relatives <input type="checkbox"/> Friends <input type="checkbox"/> Sibling(s) attending/have attended in this school <input type="checkbox"/> Community organizations, please specify: _____ <input type="checkbox"/> Others, please specify: _____	
你為子女選擇入讀本校的原因? (可選擇多個項目) The reason(s) of applying our school.(can select more than one answer) <input type="checkbox"/> 就近居所 <input type="checkbox"/> 校舍環境 <input type="checkbox"/> 信賴辦學團體 <input type="checkbox"/> 優良師資 <input type="checkbox"/> Close to residence <input type="checkbox"/> School environment <input type="checkbox"/> Confide in our institution <input type="checkbox"/> Experienced teachers <input type="checkbox"/> 校譽良好 <input type="checkbox"/> 校風淳樸 <input type="checkbox"/> 親友介紹 <input type="checkbox"/> Good Reputation <input type="checkbox"/> School Culture <input type="checkbox"/> Introduced by relatives/friends <input type="checkbox"/> 欣賞本校教學模式 <input type="checkbox"/> 其他: _____ <input type="checkbox"/> Appreciate our teaching style <input type="checkbox"/> Others: _____	

日期 Date: _____	家長 / 監護人姓名 Name of Parent/Guardian: _____
* 本人聲明所填報資料皆屬實 I declare that all information provided in this form is accurate and complete.	家長 / 監護人簽署 Signature of Parent/Guardian: _____

*請在適當的方格內加上✓。/

*Please tick the appropriate boxes.

注意事項 / Point to Note:

此表格所提供的個人資料會用作處理幼兒園入學申請、統計，及以下《收集個人資料聲明》所列之用。

Personal data in this form is provided for processing application for school admission, statistics, and for the purposes listed in the Personal Information Collection Statement below.

繳交報名費不代表有面試機會，報名收費只是涵蓋部分學校處理報名表行政支出。

The submission of application fee does not guarantee a chance of interview, the fee is for the administration cost only.

收集個人資料聲明 / Personal Information Collection Statement:

協康會嚴格遵守及履行個人資料（私隱）條例之規定，並確保你的個人資料的準確性及安全性。你的個人資料（包括你的姓名、電郵、住址及電話等）或會被本會用作聯絡通訊、籌款、處理捐款、推廣活動、研究調查及其他通訊及推廣之用途。若你日後不欲收取本會的推廣資訊，請將姓名、聯絡電話及電郵，電郵至 hkc@heephong.org，以安排 相關刪除手續。如有查詢，請致電 2786 2990 聯絡本園。

Heep Hong Society undertakes to comply with the requirements of the Personal Data (Privacy) Ordinance to ensure that personal data kept are accurate and secured. Your personal information (including name, email, mailing address, phone no., etc.) may be used by Heep Hong Society for the purposes of sending organizational updates, fundraising appeals, donation processes, event invitations, surveys and other communication and marketing materials to you via telephone, post and/or electronic mails. If you do not wish to receive any communication from us, please email your full name in both Chinese and English, together with your telephone number and email address to hkc@heephong.org. For any enquiries, please contact the school at 2786 2990.

索取申請表格方法 (不設時限)

- 親臨索取
- 網上下載 (<http://hkc.heephong.org>)

遞交申請表格條件及方法 (不設限額、不設時限收取入學申請表)

- 幼兒年滿一歲並已領取香港出生證明書，皆可報名。
- 家長 / 監護人填寫「入學申請表」並在申請表上貼上幼兒近照，連同以下文件一併交回或郵寄至幼兒園，以辦理申請手續：
 - 幼兒出生證明書副本、香港特別行政區政府衛生署免疫接種記錄副本
 - 貼有足夠郵票的回郵信封三個
 - 報名費港幣 40 元正，於遞交申請表格時一併收取，無論申請成功與否，入學申請表文件及報名費概不退還（如以郵寄方式遞交，請以支票繳付報名費，支票抬頭：**協康會康苗幼兒園**）

申請「2023/24 幼稚園入學註冊證」

- 政府由 2017/18 學年起落實推行「幼稚園教育計劃」（下稱「計劃」），每名可在本港接受教育的學童只會獲發一張註冊文件，而所有參加「計劃」的幼稚園，只可取錄持有有效註冊文件的學童。
- 家長須於 2022 年 9 月至 11 月期間為其子女向教育局申請「幼稚園入學註冊證」（下稱「註冊證」）。「註冊證」會於本年 9 月開始接受申請，屆時教育局會公布申請細則，並會在教育局網頁<https://www.edb.gov.hk/tc/edu-system/preprimary-kindergarten/k1-admission-arrangements/front.html> 上載詳情。
如申請人在遞交申請時已提供全部所需資料及文件，教育局一般可在六至八個星期內完成審核，並以郵遞方式發放「註冊證」給合資格接受「計劃」資助的申請人。
- 如學童可於本港接受教育但不合乎資格接受「計劃」資助而未能獲發「註冊證」，教育局會為有關學童發出「幼稚園入學許可書」（下稱「入學許可書」），學童可憑「入學許可書」註冊並入讀參加「計劃」的幼稚園，惟其家長須按註冊入讀之幼稚園的收費證明書繳付未扣減「計劃」資助前的全額學費。

收生準則

- 申請人的兄弟姊妹現正在本校就讀獲優先考慮。
- 按遞交報名表的先後次序，邀請申請人進行面見。
- 申請人之家長需認同本園之辦學理念，以達致伙伴合作的關係。
- 申請人之家庭識別為有需要接受全日制幼兒學校服務將獲優先考慮
(請留意由於學位所限，並非所有符合優先考慮的申請人均會獲取錄。)

2023/24 面見安排

- 2022 年 11 月約見 K1 申請人
 - 按遞交報名表先後次序約見適齡學童(按學位數目約見)；
 - 個別面見家長及幼兒；
 - 如申請人獲取錄，需提交「註冊證」/「入學許可書」正本並繳交註冊費。
- 2023 年 1 月前約見 N1 (學前班)申請人
 - 按報名先後次序約見適齡學童(按學位數目約見)；
 - 個別面見家長及幼兒；
 - 如申請人獲取錄，需繳交註冊費。

面見時間

- K1：2022 年 11 月份
- N1：2023 年 1 月份或之前

取錄結果公布

- 本校將於 2022 年 12 月 16 日前以郵遞方式通知家長 K1 取錄結果。

註冊安排

- 家長須於 2023 年 1 月 5 日至 7 日(「統一註冊日期」)內的指定時間到本校辦理註冊手續，並須提交「註冊證」/「入學許可書」正本及繳交註冊費。
- 家長請留意，如未能在指定的註冊日期提交「註冊證」/「入學許可書」，本校或未能為獲取錄兒童完成手續，因此家長務必於指定日期內向教育局申請相關註冊文件。
- 備取生安排：註冊日後，如仍有學額，本園將盡快以電話通知備取生家長。
- 2023/24 學年的註冊費為港幣 1500 元正。如有關兒童入讀本校，註冊費將會撥作 2023 年 9 月學費的一部份，若家長於註冊後決定為子女轉校，請以書面通知本校退回「註冊證」/「入學許可書」，但註冊費將不獲退還。在取回「註冊證」/「入學許可書」後，本校亦不會再為該兒童保留學位。

Heep Hong Society Healthy Kids Nursery School
Information on Admission in the 2023/2024 School Year

Collection of Application Forms (No time limit):

- Obtain from school in person
- Download from The school website (<http://hkc.heephong.org>)

Return of Application Forms and criteria of application (No set quota and No time limit for the school):

- Child who is in one year of age and has received a Hong Kong birth certificate.
- Fill in the "application form" and attach a recent photo of child on the form, submit the application form with the following documents and return or mail to the school together:
 - A copy of child birth certificate
 - A copy of Childhood Immunization Record of the Department of Health, the Government of the Hong Kong Special Administrative Region
 - Three return envelopes affixed with sufficient stamps
 - Application fee : HK\$40 (to be collected upon submission of the application form). The application information and application fee is non-returnable whether the application is successful or not.

If submission is made by mail, please pay the registration fee by cheque payable to: **'Heep Hong Society Healthy Kids Nursery School'**

Application for the "2023/24 Registration Certificate for Kindergarten Admission"

- The Government will implement the "Kindergarten Education Scheme" (hereafter referred to as "Scheme") starting from the 2017/18 school year. Each child who can receive education in Hong Kong will only be issued one registration document and all Scheme-KGs can only admit students holding a valid registration document.
- 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" will be open for applications in September 2022 and EDB will announce and upload the details of application onto EDB's website <https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html> in due course. Upon receipt of the applications with all necessary information and documents provided, 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 student cannot obtain an "RC" as he/she can receive education in Hong Kong but is not eligible for receiving subsidy under the Scheme, EDB will then issue a "Kindergarten Admission Pass" (hereafter referred to as "AP") to the student concerned for registration and admission to a Scheme-KG but the parents concerned 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.

Admission Criteria

- The applicant with sibling(s) currently studying in the school will be given due priority consideration.
- Interview will be arranged according to the order of application submission of applicants.
- Parents should agree with the educational philosophy of the school, in order to achieve the relationship of partnership.
- Needy families for full day services will considerate in priority.
(As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)

2023/24 Interview Arrangements

- Interviews with K1 applicant will be conducted in November 2022
 - According to registration order of appointment by school-age children, depending on the number of places by appointment.
 - individual interviews with parents and children will be arranged.
 - The applicant selected should submit "Registration Certificate for Kindergarten Admission" / "Kindergarten Admission Pass" and pay the registration fee.
- Interviews with N1(preschool) applicant will be conducted on or before January 2023
 - According to registration order of appointment by school-age children, depending on the number of places by appointment.
 - individual interview with parents and child will be arranged
 - The applicant is required to pay the registration fee to obtain a place.

Interview Time Arrangements

- K1: November 2022
- N1: On or before January 2023

Announcement of Admission Results

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

Registration Arrangements

- Parents should complete the registration procedures for their child from 5 to 7 January 2023 ("Centralized Registration Dates") by submitting the original of the "R C" / "A P" to the school and paying the registration fee.
- Please be reminded that if parents cannot submit the "RC" / "A P" during registration, the school may not be able to complete registration for their child. Hence, parents are required to submit application for the Registration document to EDB within the specified period.
- Arrangement for Applicants on the waiting list: Our school will contact the parents by phone if there is any vacancy after registration day.
- The registration fee for 2023/24 K1 place is HK\$1500. The registration fee will be allocated for part of the September 2023 tuition fees. Should parents decide to change school after registration, please notify the school in writing. The school will return the "R C" / "A P" to parents, but the registration fee will not be refunded. Upon obtaining the "R C" / "A P" the school will no longer keep the school place for the child.

服務簡介

協康會成立於 1963 年，一直致力為有不同能力的兒童、青年及其家人提供適切的服務，協助他們盡展所能，建立積極人生。本會透過逾四十個服務單位，為由初生至高中階段、在學習和發展上有困難的兒童及青年提供專業評估、輔導及訓練，其中包括早期教育及訓練中心、特殊幼兒中心、綜合服務中心、青蔥計劃及康苗幼兒園。

為推廣融合教育，協康會於 1999 年更開辦了設有兼收學位的首間幼兒中心 - 康苗幼兒中心，讓傷健兒童有機會一同學習和成長。

1. 服務宗旨及目標

- 康苗幼兒園旨在為幼兒提供悉心的照料，理想的學習環境，以及優質的學前教育，使他們能在人生的學習過程中，踏出成功的第一步，並能奠定良好的基礎，健康快樂地成長。
- 為二至六歲幼兒提供全日制優質幼兒教育。發掘幼兒的潛能，使幼兒在德、智、體、群、美各方面得到均衡的發展。

2. 服務對象

- 二至六歲兒童(入學前必須通過註冊醫生檢驗及證明適合入讀者)

3. 課程特色

- 由兩歲至六歲共分四級制。以單元為主題配合節令，推行綜合教學，共分十二個月進行。配合兩文三語，設駐校社工、英語會話老師及普通話老師。
- 本校會遵照《幼稚園教育課程指引》(2017)規劃課程，不會要求幼兒班兒童執筆寫字，亦不會要求兒童做機械式的抄寫或操練式的計算練習。
- 以全英語進行英語教學活動。提供活動教學，分組形式進行。按主題需要配以活動，如：外出參觀、計劃活動、科學實驗、慶祝活動、全語文教學活動。

4. 家校協作

- 兒童的成長，全賴家長的悉心照顧與支持，是以協康會一直致力推動家長全面參與兒童的學習，並鼓勵家長間的互相扶持。為有效向政府反映家長們的意見，從而進一步改善服務，家長代表與協康會於千禧年開始努力籌組成立家長會。至 2001 年底，在當時的社會福利署署長林鄭月娥太平紳士的見證下，「同心家長會」宣告成立。
- 康苗幼兒園透過親子旅行、家長小組、家長講座、個別接見家長會、家長聯誼、家訪和面談，與家長作緊密的溝通；亦提供多種途徑讓家長瞭解兒童的活動及課程，如單元學習報告、兒童學習歷程檔案、兒童學習報告等。

5. 師資

- 持有幼兒教育學位或文憑等專業資格、特殊教育學位或證書資格、急救證書。

6. 健康膳食

- 為幼兒設計均衡營養食譜。
- 學校每天為兒童提供營養均衡的膳食和餐點，包括早餐、午餐、水果、下午茶點及飲品等。

7. 服務範圍

- 一般幼兒學校服務
- 暫託服務
- 幼稚園暨幼兒中心兼收計劃

8. 服務時間

- 星期一至五 上午 8 時至下午 6 時
- 星期六 上午 8 時至下午 1 時
- 星期日及公眾假期休息，每年聖誕節、農曆新年及暑假假期，幼兒園會在手冊行事曆預早通知。

9. 收費-按教育局核准收費(2022-2023)

- 每月學費連膳食港幣 4255 元(N1 班學生)
- 每月學費連膳食港幣 1925 元(2022 年 9 月至 2023 年 8 月 K1-K3 班持有幼稚園入學註冊証學生)
- 有需要的家庭可向學生資助處申請幼稚園及幼兒中心學費減免計劃

10. 支援非華語學童服務

- 如面見非華語兒童時，學校會為申請人安排傳譯或翻譯服務，或接納家長和兒童由懂中文的親友陪同會面，協調溝通。
- 協助安排共融活動
- 與學童家長聯繫
- 購買教學資源
- 舉辦文化共融活動

為非華語兒童家長而設的查詢電話號碼及電郵地址如下。

Heep Hong Society Healthy Kids Nursery School

Since 1963, Heep Hong Society has been providing professional training and education to children to child and youth of different abilities and their families, with the mission of helping them develop their potential and lead a fulfilling life.

Heep Hong Society is committed to providing professional care, education, training and family support services to children from birth to studying in senior secondary schools who have developmental and learning problems.

We have over 40 service units, including Early Education and Training Centers(EETCs), Special Child Care Centers(SCCCs), Mixed-mode Centers, Supportive Learning Project(SLP) and Healthy Kids Nursery School. To promote integrated education, Heep Hong started to operate an ordinart child care center with an integrated programme for children with mild disability in 1999.

1. Mission

- Healthy Kids Nursery School is a child care center cum kindergarten providing a healthy and happy environment for children with normal intelligence to learn and grow, and to lay a solid foundation for their later learning.
- We offer full-time quality early childhood education for children aged 2 to 6 years old. We seek to exploit children's potentials and empower them to attain balanced development in moral, intellectual, physical, social and aesthetic aspects.

2. Target Service Recipients

- Children aged two to six (Medical certificate certifying child fit for schooling issued by registered doctor should be obtained before start of school).

3. Curriculum

- Our curriculum is divided into four levels of programs for children aged 2 to 6 years old. Through seasonal unit themes, we teach an integrated curriculum that consists of twelve monthly programs. Following the Bi-lingualism Policy, we have social workers, native English teachers and Mandarin teachers in residence.
- We will follow the "Kindergarten Education Curriculum Guide"(2017)to plan curriculum. Children of nursery classes will not be asked to write, and there will not be mechanical copying exercises and drills on calculation.
- We adopt an English immersion approach for English teaching. We introduce an activity-based teaching method in which children are grouped to take part in various activities. Based on subject needs, we organize activities including outdoor visits, planned activities, scientific experiments, celebrations and whole-language teaching.

4. Home-School Cooperation

- Parents' care and support plays a key role in the healthy growth of children with special needs. In bringing up their children, these parents are under greater stress than parents of normal children. In view of this, Heep Hong Society is committed to serving the needs of parents. Since early 90s, various service units, such as Parents Resource Centers, Parents Association and Fathers' Club have been set up to provide a wide range of services and support to parents of our children.
- We develop intimate interactions between parents through parent-child school picnic, parenting groups, parental seminars. Interviews with individual parents, home visits and so on. Parents have in-depth understanding toward children through learning report and portfolio.

5. Professionals

- We employ teachers who have been professionally trained for pre-school services.

6. Health Meal

- The meals are specifically designed to ensure balanced nutrition.
- We provide children with nutritious breakfast, lunch, tea and fruit every day.

7. Scope of Service

- Early Childhood Education Service
- Occasional Child Care Service
- Integrated Program for mentally and physically challenged children

8. Service Hours

- Monday – Friday 8:00am – 6:00pm
- Saturday 8:00am – 1:00pm
- Close for Sunday and public holidays. School holidays show on the school year calendar

9. School Fee-Authorized by EDB (2022-2023):

- \$4255/month (Pre-Nursery Class)
- \$1925/month(Children who have Registration Certificate for Kindergarten Admission form Sep 2022to Aug 2023)
- Parents can apply for Kindergarten and Child Care Center Fee Remission Scheme of Student Finance Office.

10. Support to Non-Chinese Speaking (NCS) Students Service

- We 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.
- Assist in arranging communion activities
- Contact with parents of school children
- Purchase teaching resources
- Organize cultural inclusive activities

Enquiry telephone number and email address for parents of NCS students as below.