



St. Thomas' Church Kindergarten

Information on Admission to K1 Classes in the 2018/19 School Year

Collection of application Forms (No quota) :

1. Download from school website
2. Obtain from school in person

Date and time schedule

Program Item	Date	Time	Remark
Collection of application forms	Start from 18 Sept., 2017	Mon. to Fri. 9:30 - 11:30 a.m. 2:00 - 4:00 p.m. Sat. 9:30-11:30 a.m.	Collection of application forms (No quota) 1. Download from school website: http://www.stckg.edu.hk 2. Obtain from school in person (please bring along with the Birth certificate.)
Submit application form (first round)	18th Sept., 2017 (Monday) To 18th Oct., 2017 (Wednesday)	Mon. to Fri. 9:30 - 11:30 a.m. 2:00 - 4:00 p.m. Sat. 9:30-11:30 a.m.	Submit the application form in person together with the documents require only: - A copy of applicant's Hong Kong birth certificate - Two 2"× 1.5" photographs (head and shoulder) Application fee is \$40 (Non- refundable whether the application is successful or not)
School briefing	Mid Oct. to Early Nov.		time to be determined
The first round interviews	1 st Dec., 2017 (Friday)	time to be determined	<ul style="list-style-type: none"> • The kindergarten will arrange interview for all applicants. Parents should accompany their child for the interview. • Group and /or individual interviews will be arranged. • The interview language will be in Cantonese.
First round results	18 December 2017 or before		Will inform parents of the K1 admission results by post ◦
Registration day	11 to 13 January 2018 (3 dates)		<ul style="list-style-type: none"> • The registration fee for 2018/19 K1 place is HK\$970 (a.m. or p.m. class) and HK\$1570 (Whole day class). If the child begins studying in the kindergarten, the registration fee will be refunded in September. • Successful applicants should complete the registration by submitting the "Registration Certificate" or "Kindergarten Admission Pass" for Kindergarten

Information of the school

Term Dates	School Days	Classes	No. of new kindergarten children in 2018-2019
From Sept. to early July	Mondays to Fridays	Morning session : 9:00 – 12:00 a.m. Afternoon session : 1:30 – 4:30 p.m. Whole day session : 9:00 – 4:00 p.m.	Morning Session : 44 Afternoon Session: 24 Whole day Session: 18

- Remarks: 1) Whole day children can come to school after 8:00 a.m. and leave school before 5:45p.m.
2) School Holidays arrangements are according to Guidelines from Education Department.

Application for the “Registration Certificate for Kindergarten Admission”

1. The Government implemented the “Free Quality 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 a registration document and all Scheme-KGs can only admit students holding a valid registration document.
2. Parents are required to submit an application for the “Registration Certificate for Kindergarten Admission” (hereafter referred as “RC”) to EDB from September to November 2017. The “RC” will be open for applications in September 2017 and EDB will announce and upload the details of application onto EDB’s website (link to be inserted) 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 Scheme¹, 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

1. Interview performance
2. Priority consideration
 - The applicant with sibling(s) currently studying in the kindergarten
 - Immediate family members who previously attended the kindergarten.
3. Applicants who have family needs will be given priority if applying for a Whole day class.

Please note that not all applicants with priority are guaranteed places due to limited space.

Registration Arrangements

1. Successful applicants: Parents should complete the registration procedures for their child from 11 to 13 January 2018 (“Centralised Registration Dates”) by submitting the “RC” / “AP” to the kindergarten and paying the registration fee.
2. Applicants on the waiting list: Parents should complete the registration procedures for their child according to the specified date set by the school. Parents are required to submit the “RC” / “AP” to the kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the “RC” / “AP” during registration, the kindergarten 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.
4. Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the “RC” / “AP” but the registration fee will not be refunded. Upon obtaining the “RC” / “AP”, the kindergarten will no longer keep the school place for the child.
5. Parents should submit to the school a copy of the health examination report issued by a registered western medicine, the original and the emergency contact letters, before the children are admitted to the kindergarten.
6. Parents should submit a copy of their ID card and a copy of the vaccination record for the each child.

Enquiry

Our telephone no. : 2779 4201

Our e-mail address : stkg@netvigator.com

Our website : www.stckg.edu.hk

¹ Upon obtaining permission from the Director of Immigration, non-local children (such as children holding a form of recognizance, children whose parent(s) is/are holding a student visa, etc.) can receive education in Hong Kong but they are not eligible for subsidy under the Scheme.