

S.K.H. St. Peter's Church Kindergarten (Castle Peak) HK S.K.H. St. Peter's Church Castle Peak Tsing Wun Road Kindergarten 2025/2026 K1 Admission Arrangements Flowchart

Application is available from 3rd Sept 2024 (Tue) to 20th Sept 2024 (Fri)

Parents apply to the EDB for the "Registration Certificate for KG admission" ("RC") from September to November 2024

Upon receipt of the applications with all necessary information and documents provided, it generally takes six to eight weeks for EDB to complete processing of the applications and issue the "RC" / "KG Admission Pass" ("AP") to parents by post¹

Online Application

- ❖ Date and time:
From 3rd Sept 2024 (Tue) 9:00 am to 20th Sept 2024 (Fri) 4:00 pm
- ♦ Click below for application:
<https://spccskg.cloudoase.com>
- ❖ If the application is completed online, there is no need to obtain the form in person.

In Person Application

- ❖ Date and time:
From 3rd Sept 2024 (Tue) to 20th Sept 2024 (Fri)
Mon to Fri : 9:00 am - 4:00 pm
Sat : 9:00 am - 11:30 am
(Except Sun and public holidays)
- Application forms can be obtained from our school during the above mentioned period
- or can be downloaded from our school website from 3rd Sept 2024 (Tue) after 9:00 am.
School website: www.skhspcmmain.edu.hk

♦ For details, please read the "Guidelines For Parents Regarding K1 Admission Application"

♦ Application fee: HK\$40

♦ Parents will be notified of the interview date and time by email/post.

Please come for an interview at the designated time on 2nd Nov 2024 (Sat) that will be arranged by the school.
【 Interviews will be arranged on 9th Nov (Sat) if there are too many applicants. 】

Parents will be notified of the application results by email/post on or before 6th Dec 2024 (Fri).

If application is successful

Parents register with our school during the "centralised registration dates" (i.e. 2nd to 4th January 2025) by submitting the "RC"/"AP" and paying HK\$1570(whole day) or HK\$970(half day) registration fee²

- ♦ Registration Time:
2nd Jan (Thu) to 3rd Jan (Fri) : 9:00 am – 3:00 pm
4th Jan (Sat) : 9:00 am – 11:30 am
- ♦ If parents wish to withdraw their application after the registration, a formal written notice must be presented in person at the school office in order to retrieve their child's "RC" / "AP". The registration fee paid is non-refundable and upon retrieval of the "RC" / "AP", the child's place at our school is also forfeited.

If application is not successful

Parents refer to the K1 vacancy information released by the EDB after the "centralised registration dates" (i.e. from early February 2025)
♦ Unsuccessful applicants will be placed on our K1 waiting list automatically.

Please contact us if interpretation / translation service is required. Non-Chinese speaking parents can refer to the Education Bureau under "2025/26 K1 Admission Arrangements" for more information.

https://www.edb.gov.hk/k1-admission_e

Note:

1. If parents cannot submit the "RC" / "AP" to the KG which their child has been admitted to during the "centralised registration dates", the KG concerned may not be able to complete registration for their child. Hence, parents are required to submit application to EDB within the designated period.
2. If a child is admitted after the "centralised registration dates", his/her parent is still required to submit the "RC" / "AP" for registration. If the parent intends to change school for his/her child after registration with a KG, he/she is required to get back the "RC" / "AP" from the KG with which he/she has registered. Upon getting back the "RC" / "AP" from a KG, the KG concerned will no longer reserve the place for the child. Normally, the registration fee paid to the KG with which the parent has registered will not be refunded.

S.K.H. St. Peter's Church Kindergarten (Castle Peak)
HK S.K.H. St. Peter's Church Castle Peak Tsing Wun Road Kindergarten
Guidelines For Parents Regarding K1 Admission Application 2025-2026

(A) Collection of Application Forms (No quota)

- (1) **If the application is completed online**, there is no need to download or obtain the form in person.
- (2) Download from our school website (from 3rd September 2024 (Tuesday) after 9:00 am)
- (3) Obtain from our school in person

(B) Distribution Date and Time

From 3rd September 2024 (Tuesday) to 20th September 2024 (Friday)

Mon – Fri : 9:00 am – 4:00 pm

Sat : 9:00 am – 11:30 am

(Except Sundays and public holidays)

(C) Online Application Date and Time

From 3rd September 2024 (Tuesday) 9:00am to 20th September 2024 (Friday) 4:00pm

(D) Submission Date and Time (In person)

From 3rd September 2024 (Tuesday) to 20th September 2024 (Friday)

Mon – Fri : 9:00 am – 4:00 pm

Sat : 9:00 am – 11:30 am

(Except Sundays and public holidays)

(E) How to Apply

- (1) Online application:

Parents' can apply through the following link: <https://spccskg.cloudoase.com>

(if the online application has been completed, applicants do not need to come in person to submit)

- (2) Submitting in person: (application by post will not be accepted)

When submitting the application form, please bring the application fee (cash only) along with the following documents:

a) To expedite the application process, please bring the exact amount of \$40.

b) 1 recent passport-size photo (within 3 months and attached to the application form).

c) Please bring along the applicant child's birth certificate (both original and copy).

Remarks: If the applicant child was not born in Hong Kong, please submit other identification document (both original and copy) to indicate his/her eligibility of admission application.

- d) If the applicant child has obtained a Certificate of Infant Baptism, parents are required to provide both the original and a copy of it.

- (3) The application fee, application form and all supporting documents will not be returned.

- (4) When submitting the application, please ensure all details have been duly completed and provide all supporting documents.

(F) Admission Criteria

- (1) Interview performance
- (2) The applicant with sibling(s) currently studying in the school will be given due priority consideration. (As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)

(G) Arrangements for Interview Day

- (1) The school will arrange interview for all applicants.
- (2) The school will inform applicants of the interview date and time via email or post.
- (3) Interview date: 2nd November 2024 (Saturday). Interviews will be arranged on 9th November 2024 (Saturday) if there are too many applicants.
- (4) The interview date and time is assigned by the school and cannot be changed.
- (5) Please be punctual for your interview. If you are unable to attend the interview, your application will be forfeited.
- (6) On the interview day, there will be an interview with a teacher, followed by another interview with our principal, vice-principal or deputy. One or both parents are required to accompany their child for both interviews. Interviews are in the form of games.

(H) Release of Results

Parents will be notified of the results by email or post on or before 6th December 2024 (Friday) regarding K1 application.

(I) Application for the “Registration Certificate for Kindergarten Admission”

- (1) Under the kindergarten education scheme (Scheme), 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 to as “RC”) to EDB **from September to November 2024**. The “RC” will be open for applications in September 2024 and EDB will announce and upload the details of application onto EDB’s website (https://www.edb.gov.hk/k1-admission_e) 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.

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.

(J) Registration Arrangements

- (1) Successful applicants: Parents should complete the registration procedures for their child from 2nd to 4th January 2025 (“Centralised Registration Dates”) by submitting the “RC” / “AP” to the school and paying the registration fee.
- (2) Unsuccessful applicants: Your child will be placed on our waiting list automatically. Parents will be informed by phone if there is a vacancy. If parents accept our offer, please register at our school in person by submitting the “RC” / “AP” and paying the registration fee.
- (3) Please be reminded that if parents cannot submit the “RC” / “AP” 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.
- (5) The registration fee for 2025/26 K1 place is HK\$970(half day),HK\$1570(whole day). If the child concerned studies in the school, the registration fee paid will be refunded in September. Should parents decide to change school after registration, please notify the school in writing. The school will return the “RC” / “AP” as soon as possible but the registration fee will not be refunded. Upon obtaining the “RC” / “AP”, the school will no longer keep the school place for the child.

(K) Measures for Supporting Non-Chinese Speaking (NCS) Children

- (1) When interviewing NCS children and parents, interpretation and / or translation services will be provided. If required, please notify our school in advance.
- (2) NCS children and parents can be accompanied by a Chinese speaking relative or friend to facilitate communication during the interview.
- (3) For any enquires, please feel free to contact us.
 - Enquiry telephone no.: **2468 3237/ 2461 9133**
 - E-mail address: main@skhspcmain.edu.hk
- (4) NCS parents can acquire more information related to the support for the Non-Chinese Speaking Children through the EDB website.
https://www.edb.gov.hk/k1-admission_e
(Click on: Admission Arrangements for Nursery (K1) Classes in Kindergartens for the 2025/26 School Year>11. Related Support for Non-Chinese Speaking Children)

(L) School Profiles

Parents can obtain more information about our school at the EDB website “Profile of Kindergartens and Kindergarten-cum - Child Care Centres”.

S.K.H. St. Peter’s Church Kindergarten (Castle Peak)

<https://kgp2023.azurewebsites.net/edb/schoolinfo.php?lang=en&schid=6549&district=tuenmun&category=&voucher=&schoolname=&ctype=>

HK S.K.H. St. Peter’s Church Castle Peak Tsing Wun Road Kindergarten

<https://kgp2023.azurewebsites.net/edb/schoolinfo.php?lang=en&schid=6521&district=tuenmun&category=&voucher=&schoolname=&ctype=>

(M) School fee

School website:

https://www.skhspecmain.edu.hk/files/ugd/3fafd2_efdee1a44f494e828dad88c5f58d381a.pdf

(N) EDB K1 Admission Arrangement Website Link

<https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html>