



# 仁愛堂葉德海幼稚園

Yan Oi Tong Allan Yap Kindergarten

## Summary of Application for 2019-2020 Admission

(Registration number: 15727)

### 1. Admission policy and standard:

Our School will be open to accept applications for children aged from two and eight months to six. If the application is more than the application vacancy, we will follow the guidelines set out below :

- The applicants with families who had studied in our school or graduated from our school.
- Parents agree with our school mission and the educational goals.
- Parents are committed to actively participate in the home-school collaboration activities.
- The applicant from families in need will be give due priority consideration when applying for whole day classes.

### 2. Class Establishment and Teacher-student ratio:

Class System	Class	Age	Teacher-student ratio
Half-day class / Whole-day Class	K1	3-4	1:11
	K2	4-5	
	K3	5-6	

### 3. School Fee (2018-2019):

Fee revision after the deduction from the Education Bureau (EDB) for the academic year 2018 to 2019:

Class	Annual Subsidy Fee	Annual Fee that should be paid by parents	Month	After deduction from the EDB	
Half-day class(K1-K3)	\$34,320	\$0	11	Free	Total : \$735
Whole-day class	\$44, 620	\$4,719	11	\$429 per month	
Fee of school meal (Whole-day class)	\$0	\$3,366	11	\$306 per month	

Remarks: ~We have applied the "Free Quality Kindergarten Education Scheme" of the EDB.

~The school fee, the textbook and miscellaneous fee of 2019-2020 will be announced shortly after EDB's approval.

~Apart from the school fee, the textbook and miscellaneous fee will be charged separately in the 1<sup>st</sup> and 2<sup>nd</sup> semester. (Appendix 1)

~If enrolling in the K1 class for the 2019/20 academic year, parents are required to apply to EDB for a "Registration Certificate (RC) for KG Admission". Applicants who are eligible for receiving the "RC", the EDB will issue the "RC" before January 2019 by post.

~Our school has 7 classrooms, a music room, a physical education room, and an art corner.

~Half-day class total enrollment: 348 students; Whole-day class total enrollment: 46 students (Each grade has 1 class).

~Our school's notices, application forms, parents' remarks have both Chinese and English versions.

~Information about the school uniform. (Appendix 2) and Floor plan of the school (Appendix 3).

### 4. Admission Application Process:

Date	Items
Start accepting admission application from 10-9-2018 (Until full vacancy)	<p><b>【Collection of Application Forms】</b> (Applicants who were born before 31<sup>st</sup> December, 2016)</p> <p>1. Deliver and receive the application form</p> <p>~ Obtain the application form (may obtain from school in person or download from the school website) Link of school website: <a href="http://ppe.yot.org.hk">http://ppe.yot.org.hk</a></p> <p>2. Submit the application form (Not set quota for the kindergarten)</p> <p>~ Application form must be submitted in person with one photo, a copy of the birth certificate, two envelopes with address written on the covers, a copy of the injection card and HK\$40 for the application fee. (The submission of the application form will not be accepted by fax or mail)</p>

	3.The kindergarten will arrange interviews for all applicants, Interview date and time will be notified upon the application form submission.
13-10-2018 ( Sat )	<b>【 Open Day 】</b> ~ Time : 10 : 30-14 : 30 ~ Place : At School
3-11-2018 ( Sat )	<b>【 Interview Arrangement 】</b> ( Approximately 45 minutes ) ~ The interview order depends on the registration number. The overall time will be approximately 45 minutes included 30 minutes interview time. ~ First, teacher will observe and record the applicant's physical coordination and the interaction between the applicant and other children in the small group activities as a reference for admission. ~ Then, the individual interview will be arranged for teacher to understand whether the parents and the school have a common educational mission. ~ If parents need translation, you may call the school (2465 8112) for further arrangement.
12-11-2018 ( Mon ) Announcement of admission results	<b>【 Notification of the result for successful applicants and applicants on the waiting list 】</b> ~ The results will be announced on the electronic notice board outside the school campus, Uploaded on the school webpage and by post to inform parents of the K1 admission results. ~ If the parents have not received any admission confirmation letter before 16 <sup>th</sup> November, 2018, please call 2465 8112 and contact Ms Chau for further information.
10、11、12-1-2019 Registration day	<b>【 Registration Arrangements 】</b> ~ Successful Applicants: Parents should complete the registration procedures for their child from 10 to 12 January 2019 by submitting "Registration Certificate for Kindergarten Admission" and pay HK\$970 for half-day class or HK\$1,150 for whole-day class as the registration fee. Please be reminded that if parents cannot submit the "RC" / "AP" during registration, we may not be able to complete registration for your child. The fee will be deducted for the future school fee. <b>The fee will not be refunded.</b> The late registers will automatically be considered as giving up the admission. ~ If parents decide to change school after registration, please notify us by phone and bring along the copy of the Registration Receipt issued by our kindergarten. We will return the "RC" / "AP" but the registration fee will not be refunded. Upon obtaining the "RC" / "AP", we will no longer keep the school place for the child. ~ Applicants on the waiting list: We will inform parents individually once there is a vacancy.
Start from 14-1-2019	<b>【 Interview (Waiting list) 】</b> ~ Teachers will observe and record the interaction and physical coordination of children individually and understand whether the parents and the school have a common educational mission. The overall time will be approximately 30 minutes included 20 minutes interview time.
Mid of May,2019	<b>【 Notification of Admission 】</b> ~ The information of Admission registration will be notified the parents by post.
1-6-2019 ( Sat )	<b>【 Admission Arrangements 】</b> ~ Pay for the textbook and miscellaneous fee, complete the auto-pay procedures, receive parents' meeting notice, buy uniform and take student photo etc.
13-7-2019 ( Sat )	<b>【 New Students Parents' Meeting 】</b> ~ Introduce the school curriculum, explain the adaptation day.
End of August, 2019	<b>【 Parent-child day and K1 Classes Adaptation Day 】</b>
Remarks:1.If you have any questions regarding the application, please call the secretary Ms Chau (Tel: 2465 8112)	

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Webpage: <http://ppe.yot.org.hk>

Telephone: 24658112

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Admission Arrangements for Nursery (K1) Classes in Kindergartens for the 2018/19 School Year

<https://www.edb.gov.hk/tc/edu-system/preprimary-kindergarten/kindergarten-kl-admission-arrangements/index.html>