



Caritas Kai Yau Nursery School

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

School Information

Please visit our school website (<http://kyns.caritas.org.hk/>) for details.

Application Procedures

1. Collection of Application Forms (No quota)

Application forms can be obtained from school in person or download from school website:
<http://kyns.caritas.org.hk/> or http://cc.caritas.org.hk/apply_2016.htm

2. Return of Application Forms (No quota)

- i. **Return Method:** Please submit the completed application form in person / by post together with the following documents required:
 - ✓ a copy of the child's birth certificate
 - ✓ two self-addressed stamped envelopes
 - ✓ a recent photo of the applicant
- ii. **Return Period:**
 - ✓ Submit in Person : Monday to Friday 9:00a.m. to 6:00p.m. and Saturday 9:00 a.m. to 1:00 p.m.
 - ✓ Submit by Post : Please mark "Application for admission" on the envelope .
 - ✓ Application Form and required documents should be submitted **before 31st October 2017** . **Fax or e-mail application will not be accepted.**

Interview Arrangement

1. Interviews will be held on 4th November 2017 and 11th November 2017,The interview schedule will be sent to all eligible applicants by post before 31st October 2017.
2. Parents are required to accompany their child for the interview to ease the anxiety in facing a new environment.
3. Interview will be conducted in Cantonese. For interpretation requests, please contact us at [2382 2660](tel:23822660).

Admission Criteria and Factors for Consideration

1. For K1 class: the child should be at least 2 years and 8 months old when she/he is admitted in September 2018.
2. For N class: the child should be at least 2 years old when she/he is admitted in September 2018.
3. According to the number of admission would offer for each grade and academic year.
4. The alignment of the parents' view with our school mission and values.
5. Interview performance of the child.
6. The applicant from families in needs for whole day / long whole day edu-care service will be given due priority consideration.
7. The applicant with sibling(s) currently studying in our school will be given due priority consideration.
8. The applicant has sibling (s) of our school's graduated alumni.

As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place. Our school has the final interpretation and decision on the factors concerned.

Announcement of Admission Results

We will inform parents of the K1 admission results before 30th November 2017 by post.

Registration Arrangements

1. Successful applicants: Parents should complete the registration procedures for their child from **11th to 13th January 2018** ("Centralised Registration Dates") by submitting the original of the "2018/19 Registration Certificate (RC) for Kindergarten Admission" to our school and paying the registration fee.
2. The registration fee for 2018/19 is HK\$ 1,570. For those admitted children, the registration fee will be deducted from the school fee in September 2018.
3. If parents cannot submit the "2018/19 RC" during registration, our school may not be able to complete registration for the child. Hence, parents are required to submit application for the Registration Certificate to EDB within the specified period (September to November 2017).
4. Should parents decide to change school after registration, please notify to us in writing. We will return the "2018/19 RC" but the registration fee will not be refunded. Upon obtaining the "2018/19 RC", our school will no longer keep the school place for the child.
5. Applicants on waiting list will be notified if there were availability after the Centralised Registration Dates.

Enquiry

Should there be any enquiry, please contact us by telephone 2382 2660.

Information of Admission can be obtained from EDB website:

*Admission Arrangements for K1 Places in Kindergartens for the 2018/19 School Year

<http://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-4.html>

Admission Schedule of 2018/19 School Year

	Schedule	Date	Notes
1	Distribution of Application Forms	From 1 stApril 2017	Parents can obtain the Application Forms from our Nursery School or downloaded online http://kyns.caritas.org.hk/ or http://cc.caritas.org.hk/apply_2016.htm
2	Return of Application Forms (Please ensure the full fare is paid by post and state "Application Form" on the envelope)	1st April 2017 onwards	Please provide the following when submitting the Application Form: <ol style="list-style-type: none"> 1. Completed application form 2. A copy of Birth Certificate of the applicant 3. A recent photo of the applicant 4. 2 self-stamped envelopes(23x10cm) for return-mail 5. Application fee HK\$40(cash or a crossed cheque payable to "Caritas Kai Yau Nursery School")
3	Parents are required to submit an application for the "2018/19 Registration Certificate for Kindergarten Admission" to EDB from September to November 2017	September 2017 to November 2017	The "2018/19 RC" will be opened for application in September 2017. Please be reminded that if parents cannot submit the "2018/19 RC" during registration, we may not be able to complete registration for the child. Hence, parents are required to submit application for the Registration Certificate Admission to EDB within the specified period.
4	Deadline of Application	20th October 2017	For application submitted after the deadline, we will notify the applicant's parents if there will be vacancy after the normal application procedures.
5	Interview Confirmation	Before 31st October 2017	To be eligible for interview, the child must: -reach the age of 2 years 8 months when he/she is admitted to K1 class in September2018; or - reach the age of 2 years when he/she is admitted to N class in September 2018
6	Interview	K1class: 4th & 11th November2017 N class: December 2017	The school will inform individual applicant in written by post.
7	Notification of interview result and registration date for 2018/19 school year admission	K1 class : Before 30th November 2017 N class: Before 31st December 2017	The school will inform individual applicant in written by post.
8	Registration of successful applicants	K1class: January 2018 N class: January 2018	Please register in person together with the following: <ol style="list-style-type: none"> 1. 2018/19 Registration Certificate for Kindergarten Admission (original copy) 2. Registration fee HK\$ 1,570 Registration fee HK\$ 1,570