



# Caritas Kai Yau Nursery School

## Information on Admission to K1 Class in the 2019/20 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](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
  - ✓ a crossed cheque for Application Fee HK\$40 (made payable to Caritas Kai Yau Nursery School ). The application fee is non-returnable whether the application is successful or not
- 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 31<sup>st</sup> Oct 2018** . **Fax or e-mail application will not be accepted.**

### Interview Arrangement

1. Interviews will be held on 3<sup>th</sup> Nov 2018 . The interview schedule will be sent to all eligible applicants by post before 31<sup>st</sup> Oct 2018.
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.

## **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 Sept 2019.
2. For N class: the child should be at least 2 years old when she/he is admitted in Sept 2019.
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 30<sup>th</sup> Nov 2018 by post.

## **Registration Arrangements**

1. Successful applicants: Parents should complete the registration procedures for their child from **10<sup>th</sup> to 12<sup>th</sup> Jan 2019** ("Centralized Registration Dates") by submitting the original of the "Registration Certificate (RC) for Kindergarten Admission" to our school and paying the registration fee.
2. The registration fee for 2019/20 is HK\$ 1,570. For those admitted children, the registration fee will be deducted from the school fee in Sept 2019.
3. If parents cannot submit the "Registration Certificate (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 (Sept to Nov 2018).
4. Should parents decide to change school after registration, please notify to us in writing. We will return the "Registration Certificate (RC)" but the registration fee will not be refunded. Upon obtaining the "Registration Certificate (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 Centralized 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 2019/20 School Year

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

# Admission Schedule of 2019/20 School Year

	Schedule	Date	Notes
1	Distribution of Application Forms	From Sept 2018	Parents can obtain the Application Forms from our Nursery School or downloaded online <a href="http://kyns.caritas.org.hk/">http://kyns.caritas.org.hk/</a> or <a href="http://cc.caritas.org.hk/apply_2016.htm">http://cc.caritas.org.hk/apply_2016.htm</a>
2	Return of Application Forms (Please ensure the full fare is paid by post and state "Application Form" on the envelope)	1 <sup>st</sup> Apr 2018 onwards	Please provide the following when submitting the Application Form: 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 "2019/20 Registration Certificate for Kindergarten Admission" to EDB from Sept to Nov 2018	Sept to Nov 2018	The "Registration Certificate (RC)" will be opened for application in Sept 2018.  Please be reminded that if parents cannot submit the "Registration Certificate (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	K1 class: 31 <sup>st</sup> Oct 2018  N class: 31 <sup>st</sup> Dec 2018	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	K1 class: Before 31 <sup>st</sup> Oct 2018  N class: Before 30 <sup>th</sup> Nov 2018	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 Sept 2019; or - reach the age of 2 years when he/she is admitted to N class in Sept 2019
6	Interview	K1 class: 3 <sup>th</sup> Nov 2018 N class: Dec 2018	The school will inform individual applicant in written by post.
7	Notification of interview result and registration date for 2019/20 school year admission	K1 class : Before 30 <sup>th</sup> Nov2018 N class: Before 31 <sup>st</sup> Dec 2018	The school will inform individual applicant in written by post.
8	Registration of successful applicants	K1 class: 10 <sup>th</sup> to 12 <sup>th</sup> Jan 2019  N class: Jan 2019	Please register in person together with the following: 1. 2019/20 Registration Certificate for Kindergarten Admission (original copy) 2. Registration fee HK\$ 1,570  Registration fee HK\$ 1,570