

## Auxiliary Services

### Occasional Child Care Service

For parents or carers with sudden engagements or other ad-hoc issues, occasional child care service can be provided to avoid leaving children unattended.

### Service Hours

- Same as the Nursery School's service hours
- Schools are closed on Sundays, public holidays, school holidays and Professional Development Days; please contact the school for further enquiries

### Fee (stipulated by the Social Welfare Department)

\$16 per two-hour session (max. 4 sessions daily), plus \$6.5 for meal charge

### Application Procedure

1. Please make a reservation by phone or register in person during service hours.
2. Please bring the identity card(s) of the parent(s)/guardian(s) and the birth certificate(s) of the child. Both originals and photocopies are required.
3. Immediate acceptance of applications will be considered should there be any vacancies.

### Withdrawal Procedure

Verbal notification to the Principal is required

### Extended Hours Service

To avoid children being left unattended at home, the school provides longer hours of childcare assistance to support working parents or other families in need.

### Service Hours

Mon – Fri : 6:00pm-7:00pm

\*Schools are closed on Sundays, public holidays, school holidays and Professional Development Days; please refer to the school calendar for details.

### Fee (stipulated by the Social Welfare Department)

\$13/ hour

### Application Procedure

1. Please make a reservation by phone or register in person during the daytime service hours.
2. For service users who neither attend our schools nor use our occasional child care service, please bring the identity card(s) of the parent(s)/guardian(s) and the birth certificates(s) of the child. Both originals and photocopies are required.
3. Complete the application form.
4. If the application is accepted, admission documents have to be signed and payments for the extended service have to be settled in due course.

### Withdrawal procedure

Verbal notification to the Principal is required

### Integrated Programme

- Children with special education needs (SEN) can be referred to the school by the Central Referral System for Rehabilitation Services of the Social Welfare Department.
- Teachers having received the training under the Integrated Programme can design an individualised learning plan for each referred student after consulting professional therapists. Training and care will also be provided to SEN students so that they can better adapt to society and mainstream education in the future.  
(This service shares the same service hours, fees, registration and withdrawal procedures with those of the daytime service.)

## Admission

### School Fee

1. The amount of school fee is approved by the Government and adjusted annually every September. Please call the school for enquiries about the latest fee.
2. Our Schools are eligible for the Kindergarten Education Scheme. Families that request financial assistance may apply to the Student Finance Office for fee remission under the Kindergarten and Child Care Centre Fee Remission Scheme.

### Class

N1: 2 – 3 years old

N2: 3 – 4 years old

N3: 4 – 5 years old

N4: 5 – 6 years old

(will be allocated to primary schools through Primary One Admission System)

### Service Hours

Mon – Fri : 8:00am – 6:00pm

Sat : 8:00am – 1:00pm

(Schools are closed on Sundays, public holidays school holidays and Professional Development Days. Please refer to the school calendar for details.)

### Application

- Application form can be obtained from the school directly or downloaded from the school's website. Please submit the completed application form along with the required supporting documents to the school by post or in person.

- All applicants will be notified by the school upon receipt of the application form.

### Interview Arrangement

Based on the vacancy situation, the school will contact parents if an interview is offered for admission to the school. The purpose of the interview is to understand the development and living habits of the children, as well as the care provided by the family to the children.

### Admission Criteria

1. Children should have reached the minimum age of 2 years 8 months old and have obtained a medical certificate of fitness signed by a registered medical practitioner
2. Interview performance
3. Parents agree with the school's vision and mission, and teaching method
4. Priority will be given to candidates with sibling(s) currently studying in the school
5. Priority will be given to candidates from families in need\*

\* (As the number of school places is limited, please understand that NOT all applicants fulfilling the priority consideration will be guaranteed a school place.)

### Announcement of Admission Result

Parents will be informed of the admission result by post.

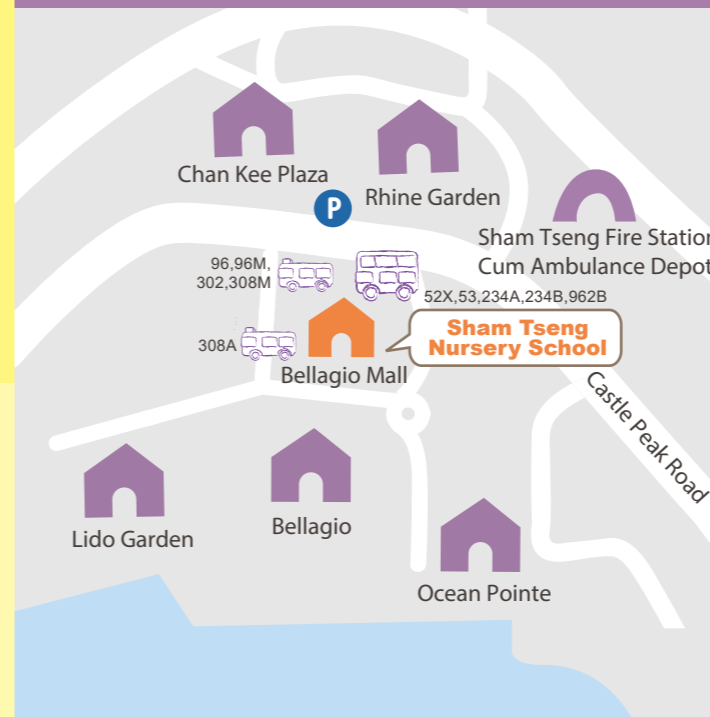
### Registration and Admission Procedure


1. Provide health screening documents issued by a Registered General Practitioner.
2. For successful applicants, parents should complete the registration procedures at the designated date and time according to the notification of admission and registration. The registration procedures include submitting the original of children's registration certificates issued by the Education Bureau (except for N1 Class), and settling the registration fee\*, school fee and other relevant charges. The registration fee will be refunded a month after the children's enrolment via autopay.
3. Parents should present the required admission documents, and read and sign consent on all official admission documents.  
\* (Should parents decided to withdraw from school after registration, the registration fee will not be refunded.)


### Withdrawal

Parents should notify the school one month in advance and sign the withdrawal documents.


## School Address




 52X, 53, 234A, 234B, 962B

 96, 96M, 302, 308M, 308A

### Contact Us

 : Room 501, Level 5, Commercial Block, Bellagio, 33 Castle Peak Road, Sham Tseng, N.T.

 : 3184 0359

 : 3105 1563

 : st@hkspc.org

 : ns.hkspc.org/st

### Network of nursery schools under the HKSPC

Hong Kong Island : Sai Ying Pun

Kowloon : Tai Kok Tsui, Cheung Sha Wan, Yau Ma Tei, Kowloon City, Kwun Tong, Mongkok, Hung Hom

New Territories : Tuen Mun, Tai Po, Tsung Kwan O, Fanling, Sham Tseng, Sha Tin

The address and contact information of each nursery school can be found on the HKSPC website :

[www.hkspc.org](http://www.hkspc.org)

(Revised in 9/2022)

# Sham Tseng Nursery School



ART & LANGUAGE INTEGRATED CURRICULUM  
ART Week PROJECT APPROACH  
LIFE EDUCATION INTERNAL & EXTERNAL PERFORMANCES

# Hong Kong Society for the Protection of Children (HKSPC)

HKSPC has been committed to nurturing children in their early childhood development since 1926. Being one of the most established organisations in the field, HKSPC provides professional and comprehensive educare services adhering to the child-centeredness belief.

All our Nursery Schools are subvented by Kindergarten Education Scheme of Education Bureau to provide whole-day early childhood education and auxiliary child care services for the families in need.

## Mission Statement

- To provide children with happy, caring, safe and diverse learning environments; to establish a solid foundation for children's life-long learning; to inspire children's potential and holistic development.
- To provide support and partnership with parents, and to develop children's good habits and self-learning.

## Service Group

Children aged 2 to 6



## Teaching Elements

The holistic learning activities developed by our Curriculum and Development Committee encourage children to learn through explorations.

In line with the school-based curriculum features, the activities cover a broad variety of pedagogical elements.

### Language Development

#### Art & Language Integrated Curriculum

Cultivate children's interest in learning and language development through the incorporation of diverse learning elements, including stories, music, physical fitness, and arts and crafts, into learning activities.

#### Bi-literacy and Tri-lingualism

Enhance children's biliterate and trilingual capabilities by adopting the activity approach to teaching English and Putonghua.



## Project-based Learning Approach

### Project-based Learning Approach

The project-based learning approach can arouse children's curiosity and interest in learning. During activities, children can acquire various techniques including discussions, explorations, observations, comparisons and summarisations, so as to develop multi-dimensional and logical thinking, and enhance problem-solving skills.

### Art Week

In the annual event, Art Week, our art instructors guide and help children to leverage a broad array of materials to express themselves and develop their creative thinking capabilities.



## Emotional and Social Development

### Life Education

Educate children to cherish life and develop good virtues, positive values and self-images through everyday experience.

### Parenting Activities

Close partnership between schools and parents to nurture children's development.

### Internal & External Performance Opportunities

Encourage children to unleash their self-image, potentials, boost self-confidence and develop a gregarious attitude.

## Qualification of Teachers

- All teachers have obtained the Certificate in Early Childhood Education, and some have obtained / are studying the Bachelor's / Master's degree in Early Childhood Education.
- Teaching staff pursue continuing education and join a broad variety of teaching seminars.

## Facilities

HKSPC's headquarters provides extra educational resources for children's regular use, enriching their learning experience.

### Science Wonderland



A rich array of professional science and astronomy equipment is available, arousing children's interest in science explorations through first-hand experience and discoveries.



### Playground

With a floor area of 850 square metres, the playground is equipped with a broad spectrum of novel play facilities for children's use.



## Our Campus

Our campus is a pleasant, spacious, comfortable, clean and well-maintained environment equipped with full air-conditioning, educational computers, books and toys, and themed learning corners, providing inspirational, safe and hygienic learning spaces for children.

### Gross Motor Room



### Project Study Corner



### Lobby



### Activity Room

