



中華基督教會基灣小學(愛蝶灣)
C.C.C. KEI WAN PRIMARY SCHOOL (ALDRICH BAY)

小一候補學位申請通告

Notice for Primary One Wait-listed Places Admission

1. 申請小一候補學位，將於 2026 年 6 月 3 日至 7 日 接受報名，逾期恕不受理。

The application period for the Primary One Wait-listed Places Admission is from 3rd June, 2026 to 7th June, 2026. Late applications will not be accepted.

2. 申請人家長可在本校網頁 (www.ccckeiwan.edu.hk) 下載「候補小一學位申請表」。

Parent(s) of the applicant can download the [Primary One Wait-listed Places Application Form](#) from the [school's website](#).

3. 請於 6 月 7 日下午 11 時 59 分或前填妥「候補小一學位申請表」，並連同以下資料

透過 Google Form (<https://forms.gle/jkSYT1NfxCYnnck2A>) 上載；

Please complete and upload the Primary One Wait-listed Places Application Form and the following documents on or before 7th June, 2026 (before 11:59 p.m.) through the Google Form:

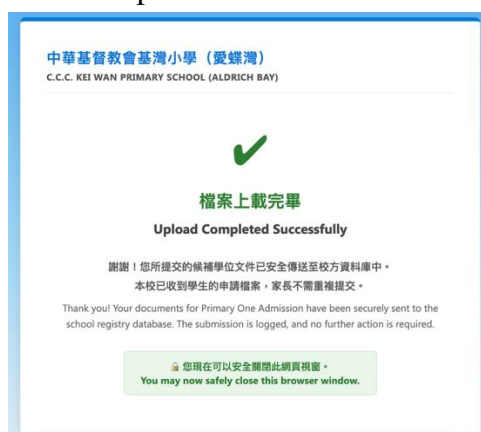
(<https://forms.gle/jkSYT1NfxCYnnck2A>) :

- a. 2026 年度「小一註冊證」副本 Copy of 2026 Primary One Registration Form ;
- b. 「自行分配學位」申請表副本 Copy of the application form for *Primary One Discretionary Places* ;
- c. 「統一派位」選擇學校表格副本 Copy of the Choices of Schools Form for Central Allocation ;
- d. 出生證明文件副本 Copy of birth certificate ;
- e. 幼稚園成績表副本 Copy of kindergarten academic report card ;
- f. 體藝活動參加證書或成就證明(如獎狀) 副本 Copy/ Copies of sports and art activities participation certificate(s) or award certificate(s) 。

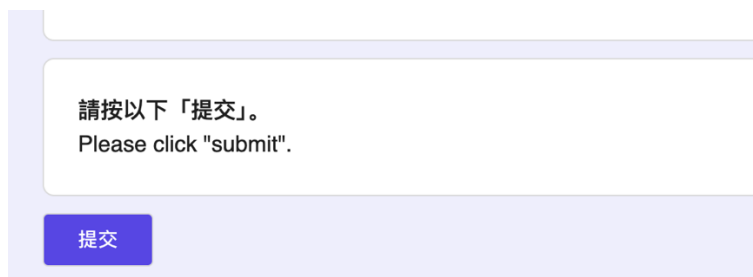
4. 家長會經 Google Form 到另一版面上載文件。Parent(s) will be directed to another page to upload files.



上載檔案需時，請家長上載檔案期間不要離開網頁，直至以下版面出現。It would take a while to upload all the files. Please do not leave the page until you see the following page.



5. 除上載文件外，家長緊記按下 Google Form 「提交」鍵，以提交申請。Besides uploading the documents, parent(s) please remember to click the “submit” button on Google Form to complete the application.



6. 上載文件格式要求 Requirements for document uploads :

資料檔案格式：	PDF、JPG、PNG (<i>f</i> 項只接受 PDF)
檔案大小：	a-e 項每項不大於 10mb，f 項不大於 100mb
上載方法：	家長需把所有有關體藝活動參加證書或成就證明(如獎狀)合併成一個 PDF 檔案上載，a-e 項則可分別以獨立檔案按 Google Form 指示上載

Format of the documents:	PDF, JPG, PNG (Only PDF files are accepted for item 'f')
Size of the documents:	For item 'a' to 'e', each file size should not exceed 10mb. For item 'f', the file size should not exceed 100mb.
How to upload documents:	Parent(s) of the applicant should combine all the sports and art activities participation certificate(s) or award certificate(s) into one PDF file and upload it via the Google Form. Item 'a' to 'e' can be uploaded separately according to the instructions on the Google Form.

7. 本校經初步甄選後，面試將於 6 月 13 日(星期六)進行。面試分為兩部分：

After preliminary selection, there will be an interview on 13 June, 2026 (Saturday). The interview consists of the following two parts:

時間	面試環節	詳細資料
08:30-10:30/ 12:00-14:00	面談 (上午或下午)	出席：申請人及家長 形式：申請人及家長與校長、副校長或主任面談 15 分鐘 ☞ 學生須帶備圖書一本(中、英皆可)出席面談
10:30-11:30	學生體驗課堂	出席：申請人(學生) 形式：學生以小組進行中文、英文及數學課堂 家長於學生進行課堂期間，學校將安排家長出席幼小銜接及音樂教育講座。 ☞ 學生須帶備文具參與課堂

註：所有獲邀面試的申請人必須出席體驗課堂環節，面談則分上午或下午兩個時段進行，申請人及家長將需出席其中一個時段，時間由學校安排，並以電郵通知面談時間，請申請人及家長按時出席。如申請人因事未能出席，學校將按情況作出調動。

Time	Procedures	Details
08:30–10:30/ 12:00–14:00	Face to face interview (morning or afternoon session)	Participants: Applicant and parents Format: The applicant and parents will have a fifteen minute interview with the principal, vice-principal, or senior teacher. ☞ Students will have to bring <u>a storybook (Chinese or English are acceptable) to the interview.</u>
10:30–11:30	Lessons with students	Participant: Applicant (student) Format: Students will participate in a Chinese, English and Mathematics lessons in a small group setting. While the students are participating in the lesson, parents will attend a seminar about the transition from kindergarten to primary school and music education. ☞ Students will have to bring <u>their stationery</u> to the lesson.

Remarks: The face-to-face interview will be conducted in the morning or afternoon of 13th June, 2026 (Saturday). Both the applicant and their parents are required to attend one of the sessions organized by the school. An email will be sent to inform the applicant of the scheduled interview time. Please make the necessary arrangements to ensure attendance. Should the applicant be unable to attend, the school will make appropriate adjustments as needed.

8. 本校將於 6 月 10 日將獲選人名單(英文姓名)及面試詳情上載到本校網頁，同時以電郵通知申請人面試詳情，未接獲通知者作落選論。

The school will upload the selected applicants name list (English names) and the details of the interview onto the school's website on 10th June, 2026. The school will also send emails to the selected applicants about the details of the interview. Applicants may assume their applications are not successful if they do not receive any information from the school.

9. 家長必須先行前往獲派小一學位的學校辦理入學註冊手續，在收到本校正式取錄通知前，切勿自行取回「小一註冊證」，以免喪失已分配的學位。

Parent(s) must first register with the allocated school. Until receiving the official notification from our school, do not take back the Primary One Registration Form in order to avoid losing the original allocated school place.

10. 家長所提交的資料絕對保密及只作本次申請小一候補學位用途，並於完成甄選後銷毀。

All submitted documents from the parent(s) of the applicant will be kept confidential and destroyed after the P.1 admission waiting list procedure is completed.

11. 由於本校需時處理候補申請，為讓各申請人得到相同資訊，請家長耐心等待。多謝合作。

As the application procedure takes time, please wait patiently for receiving any notifications from the school.

★請注意：候補生取錄原則絕非「先到先得」。

*** The application for Primary One Wait-listed Places Admission is not processed on a first-come, first-served basis.**