

**EDUCATION BUREAU**  
**CIRCULAR MEMORANDUM NO. 78/2020**

From : Permanent Secretary for Education	To : Supervisors / Heads of government and aided primary schools (including special schools) and primary schools offering local curriculum under the Direct Subsidy Scheme
Ref. : EDB NACS (BP)/ADM/65/1/1 Pt.19	
Date : 27 May 2020	

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**Summer Bridging Programme for Non-Chinese Speaking Students**

**Summary**

The purpose of this circular memorandum is to inform public sector primary schools and primary schools under the Direct Subsidy Scheme (DSS) offering local curriculum about the Summer Bridging Programme for Non-Chinese Speaking (NCS) students<sup>1</sup> (the Programme), and to invite schools to apply for funding to operate the Programme in summer 2020.

**Background**

2. The Programme has been extended to cover NCS students progressing to Primary 2, Primary 3 and Primary 4 since 2007. The measure aims to facilitate NCS Primary 1 entrants' adaptation to classroom setting with the use of Chinese in learning and help NCS students progressing to Primary 2, Primary 3 and Primary 4 consolidate the Chinese learning at Key Stage 1 for bridging over to Key Stage 2. To step up the support for NCS students, the Programme has been further expanded since 2013 to allow parents of participating NCS students to join for more effective learning of Chinese with parental support and through home-school collaboration.

**Details of the Programme**

3. NCS students admitted to Primary 1 in September each year in public sector primary schools<sup>2</sup> and DSS primary schools offering local curriculum and those NCS students progressing to Primary 2, Primary 3 and Primary 4 in these schools are

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<sup>1</sup> For the planning of educational support measures, students whose spoken language at home is not Chinese are broadly categorised as NCS students. In other words, students whose ethnicity is Chinese but who are non-Chinese speaking based on the spoken language at home are also classified as NCS students.

<sup>2</sup> NCS students allocated to Primary 1 in public sector schools will continue to be encouraged to join the Programme through a leaflet attached with the Primary One Admission Registration Form.

eligible to join the Programme. Parents and, if justified, guardians of participating NCS students are also invited to join the Programme.

4. Participating schools should offer the Programme, which lasts no less than 60 hours, free of charge. The minimum number of participating students (except special schools) is 10 NCS students of their own school / and from other school(s). For special schools, the minimum number is 5 NCS students. The Programme **MUST** be conducted **within the summer holidays**. The Education Bureau (EDB) will render assistance, where necessary, to participating schools in case they wish to let their NCS students and parents join the Programme run by other schools. Should the situation of individual schools warrant special consideration, there can be discretion on the minimum number of students required for joining the Programme.

5. The NCS children allocated to Primary 1 in public sector primary schools in the 2020/21 school year under the Primary One Admission System may opt to send their applications to the EDB directly. We will place them and their parents to other participating schools running the Programme if the schools they are allocated to do not offer the Programme.

6. Participating schools are allowed to exercise their professional judgment in designing the content and arrangements of the Programme to meet the different needs of the participating students and their parents. For example, arranging parents to accompany their children in the same group, having separate school-based grouping for parents and their children joining diversified activities including basic Chinese learning, parent education, appreciation of Chinese culture through movie appreciation and visits, etc. are allowed. Apart from classroom teaching and learning activities, schools may also consider adopting other modes to conduct part of the learning activities, e.g. on-line teaching through the internet, provision of e-learning resources / exercises, learning Chinese through songs and TV programme / movie appreciation for a better understanding of Chinese culture. Besides, schools may adapt the programme content and modes of operation to suit the learning of students with special educational needs.

7. The average class size is about 15 participants per class. The subvention for 2020 is calculated at the rate of \$24,180 per class. The total amount of subvention will be disbursed to schools according to the number of classes to be approved by the EDB, taking into account the total number of participants and groupings. Any unspent subvention will be clawed back by the EDB upon further notice after schools' submission of audited accounts to the EDB. **Schools are also required to ensure that the subvention approved for the Programme is used according to the related Administrative Guide. Otherwise, the EDB may consider clawing back any improperly used subvention.**

8. In line with the School Development and Accountability Framework, participating schools should review the Programme and reflect the findings, implementation details, number of participating NCS students and parents, and effectiveness of the Programme in improving the learning of Chinese of their NCS students, etc., in their school reports, which should be uploaded onto their websites before the end of November 2020. The EDB will conduct supervisory visits and collect stakeholders' feedback through a questionnaire in order to evaluate the overall effectiveness of the Programme.

9. Details of the Programme and relevant information are provided in the Administrative Guide available on the EDB webpage: <http://www.edb.gov.hk/en/student-parents/ncs-students/support-to-school/summer-bridging-programme/summer-bridging-programme.html>

### **Application Procedures**

10. Schools are requested to complete **Appendix 1** attached and return it to the Placement and Support Section of the EDB **on or before 29 June 2020** if they are interested in participating in the Programme.

11. In order to facilitate participating schools for early planning and preparation of the Programme, such as recruiting NCS students and their parents to join the Programme, and procuring related services as necessary, the form for completing the enrolment list has been provided in Appendix 2. Participating schools should complete the enclosed **Appendix 2** and return it with **Attachment** **on or before 8 July 2020**.

12. Upon receiving confirmation on the number of participants attending the Programme, subvention will be released to the participating schools by July 2020.

### **Enquiries**

13. For enquiries, please contact the Placement and Support Section at 2892 6187 or 2892 6163.

M K CHENG  
for Permanent Secretary for Education

c.c. Heads of Sections – for information

Please complete and reply **on or before 29 June 2020**  
(Fax no.: 3106 2304)

### Application for Summer Bridging Programme for Non-Chinese Speaking Students in Summer 2020

To: Permanent Secretary for Education  
[Attn: Senior Education Officer (Placement and Support)]

Our school applies for participation in the Summer Bridging Programme for Non-Chinese Speaking Students (“the Programme”) in summer 2020.

Our school undertakes to ensure that we will observe the terms stated in the Administrative Guide in delivering the Programme. At the end of the Programme, we will conduct evaluation and report the effectiveness of the Programme in improving the learning of Chinese of non-Chinese speaking (NCS) students in our school report.

We will contact the Placement and Support Section (Tel. No.: 2892 6190 or 2892 6187) if we do not receive any notification of the application from the EDB **by 8 July 2020**.

Our proposal for operation of the Programme is provided below. You may contact our teacher-in-charge \_\_\_\_\_ (Tel. No.: \_\_\_\_\_),  
Fax. No.: \_\_\_\_\_, E-mail: \_\_\_\_\_) for details.

Please put a “✓” in the appropriate box.

1. Our school will operate the Programme for **NCS Primary 1 entrants, and NCS students progressing to Primary 2, Primary 3 and Primary 4:**

☐ by our own school

☐ in collaboration with other school(s) by pooling participants (Please go to Q. 4)

2. Our school proposes to operate the Programme by: (may choose more than one option)

☐ hiring outside service(s) (e.g. to collaborate with non-governmental organisation(s))

☐ employing staff

3. The summer holidays of our school will commence on \_\_\_\_\_ 2020.

The Programme will be conducted **for the teaching of Chinese Language only** during the period  
from \_\_\_\_\_ to \_\_\_\_\_ 2020.  
Date Month Date Month

4. During the last summer holidays, our school:

☐ operated a bridging programme funded by the EDB’s Summer Bridging Programme Grant

☐ operated bridging programmes funded by other government subventions

☐ did not operate any bridging programmes

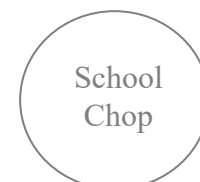
Remarks (if any): \_\_\_\_\_

Signature of School Supervisor : \_\_\_\_\_

Name of School Supervisor : \_\_\_\_\_

Name of School : \_\_\_\_\_

Date : \_\_\_\_\_



Treasury School  
Code: (      )

Please complete and return with Attachment  
on or before 8 July 2020 (Fax no.: 3106 2304)

### Summer Bridging Programme for Non-Chinese Speaking Students 2020

To: Senior Education Officer (Placement and Support)

#### Confirmation of Enrolment

I confirm that the following numbers of NCS students and parents have agreed to attend the Programme. Please find the list of participants in the Attachment.

	No. of students	No. of parents (if applicable)	Total no. of students and parents
from own school			
from other school(s) (if applicable)			
Total:			

Our school will adopt the following mode in arranging the students and parents to attend the lessons (if applicable):

*[Please put a “✓” in the appropriate box]*

- ☐ Parents will accompany their children to attend ALL lessons in the same group.
- ☐ Parents and students will be arranged in separate groups in ALL lessons.
- ☐ Parents and students will be arranged in the same group in SOME lessons and separate groups in OTHER lessons.

Signature of Supervisor / Principal\* :

Name of Supervisor / Principal\* :

Name of School :

Date :

School  
Chop

*[\* Please delete as appropriate]*

**Total no. of pages (including Appendix 2 and Attachment):** \_\_\_\_\_

**List of students and parents agreeing to attend the Summer Bridging Programme for NCS Students 2020****[Please make copies of this page if the space provided in the table below is insufficient.]**

Name of school: \_\_\_\_\_

*(Example)*

No.	Name of student	STRN	Class level ( <b>progressing to</b> P1, P2, P3 or P4)	Name of parent(s) participating in the Programme and relationship with the student
<i>1</i>	<i>JOHN SINGH</i>	<i>M2379156</i>	<i>P1</i>	<i>Ms MARY GURUNG, Mother Mr PETER SINGH, Father</i>
<i>1</i>				
<i>2</i>				

**Total number of students:** \_\_\_\_\_**Total number of parents:** \_\_\_\_\_ Page \_\_\_\_ of \_\_\_\_