



NCS students. The Programme **MUST** be conducted during the summer holidays. EDB will render assistance, where necessary, to participating schools should they wish to enrol their NCS students and parents in the Programme operated by other schools. If the situation of individual schools warrants special consideration, discretion will be exercised by EDB in respect of the minimum number of NCS students required for the Programme.

5. NCS Primary 1 entrants in public sector primary schools in the 2024/25 school year under the Primary One Admission (POA) System<sup>2</sup> may opt to send their applications to EDB direct. We will enrol them in the Programme operated by other participating schools if it is not offered by their allocated schools.

6. Participating schools may, having regard to students' learning needs, exercise professional judgement in designing the programme content and arranging various learning activities (e.g. Chinese Language lessons, cultural activities, reading clubs, recitations, dramas, language games, campus tours and visits to community facilities). Schools may also arrange for parents to accompany their children in class and/or other learning activities in order to promote home-school co-operation. Besides, the programme content and modes of operation may be adapted to cater for students with special educational needs.

7. To encourage NCS students to continue their Chinese learning during the summer holidays, participating schools may implement a Commendation Scheme and present a Certificate of Participation or Certificate of Merit/Commendation to participating NCS students and their parents (if applicable) by the end of the Programme, aiming at encouraging the NCS students/parents' active participation in the Programme or appreciating/commending the NCS students with outstanding performance in classroom learning. The Commendation Scheme would help encourage NCS students to make good use of the summer holidays each year to learn Chinese and parents of NCS students to accompany their children in the Programme for more effective learning of Chinese.

8. The subvention rate for 2024 is \$25,740 per class. This will be disbursed to schools according to the number of classes approved by EDB, which takes into account the number and grouping of student participants. Any unspent subvention as at 31 August 2024 will be clawed back by EDB based on the audited accounts submitted by schools. The unspent balance, if any, cannot be carried forward for use in the next school year. Transfer of the subvention and/or its unspent balance to any other accounts is not allowed. Schools should ensure that the subvention is used in compliance with the principles set out in the relevant Administrative Guide, otherwise, they will be required to return all the disbursed amount to EDB.

9. To collect schools' feedback on the Programme and evaluate its overall effectiveness, EDB will conduct supervisory visits to schools and collect stakeholders' feedback in the form of a questionnaire upon completion of the Programme. Schools are required to complete the questionnaire and submit it together with the programme content to EDB on or before 30 September 2024. Schools will be informed separately in writing of the relevant arrangements. Furthermore, according to the "School Development and Accountability framework",

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<sup>2</sup> A leaflet is attached to the POA Registration Form to encourage NCS students allocated to Primary 1 in public sector schools to enrol in the Programme.

participating schools should conduct evaluation of the Programme, and set out the implementation details (including class arrangement and the number of participating NCS students and their parents), the findings of the evaluation, the effectiveness of the Programme in improving NCS students' learning of Chinese, etc. in their school annual reports, which should be uploaded to their school webpages on or before 30 November 2024.

10. The Administrative Guide containing details of the Programme and relevant information is available on EDB webpage: <https://www.edb.gov.hk/en/student-parents/ncs-students/support-to-school/summer-bridging-programme/summer-bridging-programme.html>

### **Application Procedures**

11. Schools interested in applying for the subvention to operate the Programme should complete Appendix 1 and Appendix 2 and return them to EDB before the deadlines tabulated below:

Submission deadlines	Documents	
On or before 12 June 2024 (Note)	Appendix 1	Application for Summer Bridging Programme for NCS Students 2024
On or before 24 June 2024	Appendix 2	Confirmation of the number of participants in Summer Bridging Programme for NCS Students 2024
	Enclosure to Appendix 2	List of students attending Summer Bridging Programme for NCS Students 2024

Note: If no notification regarding the application is received from EDB by 20 June 2024, please contact the Non-Chinese Speaking Student Support and Education Commission Section (Section 1) for follow-up.

12. EDB will arrange disbursement of the subvention to participating schools upon receipt of the schools' confirmation of the number and list of NCS students attending the Programme.

### **Facilitating Primary 6 NCS Students' Smooth Transition to the Learning of Chinese in Secondary Schools**

13. To facilitate Primary 6 NCS students to adapt to the learning of Chinese in secondary schools, a leaflet on "Challenges of Learning Chinese for NCS Students Progressing to Secondary Schools" will be uploaded on EDB webpage (please refer to the link on paragraph 10 of this Circular Memorandum). The content of the leaflet provides the available self-learning Chinese learning resources for NCS students as well as information for parents of NCS students to support their children in Chinese learning. Schools are required to distribute the above leaflet through electronic means or printouts to all Primary 6 NCS students and their parents before the release of the central allocation results of Secondary School Places Allocation.

## **Enquiries**

14. For enquiries, please contact the Non-Chinese Speaking Student Support and Education Commission Section (Section 1) at 3509 8565 or 3509 7586.

(Ms Cynthia CHAN)  
for Permanent Secretary for Education

c.c. Heads of Sections – for information

To: Non-Chinese Speaking Student Support and Education Commission Section (Section 1)  
Education Commission and Planning Division, Education Bureau  
(Fax number: 2179 5492; Address: 7/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong)

**Application for Summer Bridging Programme  
for Non-Chinese Speaking Students 2024**

*(Please complete and return by fax or by post on or before 12 June 2024)*

Our school would like to apply for participation in the Summer Bridging Programme for Non-Chinese Speaking (NCS) Students (the Programme) during the summer holidays of 2024. We hereby undertake to observe the terms set out in the Administrative Guide in delivering the Programme. We will conduct evaluation of the Programme upon its completion and relay the findings in our school annual report, which will be uploaded to our school webpage on or before 30 November 2024.

We understand that we should contact the Non-Chinese Speaking Student Support and Education Commission Section (Section 1) for follow-up if no notification regarding the application is received from the Education Bureau (EDB) by 20 June 2024. Our proposal for operation of the Programme is provided below:

*(Please put a “✓” in the appropriate boxes)*

1. Our school plans to operate the Programme for NCS Primary 1 entrants, and NCS students progressing to Primary 2 to Primary 6:

- on our own.
- in collaboration with other school(s) by pooling participants. (Please skip to item 4)

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

- hiring outside service(s) (e.g. collaborating with non-governmental organisation(s)).
- employing staff.

3. The last school day of the current school year (2023/24 school year) of our school is \_\_\_\_\_ (Date) \_\_\_\_\_ (Month) 2024.

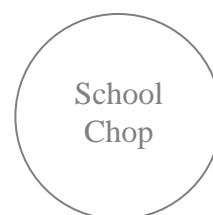
The Programme will be conducted for the teaching of Chinese Language only from \_\_\_\_\_ (Date) \_\_\_\_\_ (Month) to \_\_\_\_\_ (Date) \_\_\_\_\_ (Month) 2024.

4. During the last summer holidays, our school:

- operated a bridging programme funded by EDB’s Summer Bridging Programme for NCS Students subvention.
- operated a bridging programme funded by other government funding.
- did not operate any bridging programmes.

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

Signature of Supervisor : \_\_\_\_\_  
Name of Supervisor : \_\_\_\_\_  
Name of School : \_\_\_\_\_  
Treasury School Code (4 digits) : \_\_\_\_\_  
Name of Teacher-in-charge : \_\_\_\_\_  
Email of Teacher-in-charge : \_\_\_\_\_  
Telephone Number of Teacher-in-charge : \_\_\_\_\_  
Date : \_\_\_\_\_



To: Non-Chinese Speaking Student Support and Education Commission Section (Section 1)  
 Education Commission and Planning Division, Education Bureau  
 (Fax number: 2179 5492; Address: 7/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong)

**Confirmation of the number of participants in  
 Summer Bridging Programme for Non-Chinese Speaking Students 2024**

*(Please complete and return together with the Enclosure by fax or by post on or before 24 June 2024)*

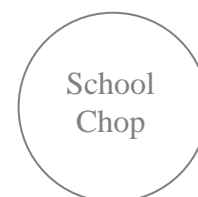
I hereby confirm the number of non-Chinese speaking (NCS) students attending the Summer Bridging Programme for NCS Students (the Programme) in the table below and have submitted via WebSAMS accurate information of all NCS students progressing to Primary 2 to Primary 6 from our school. Please find the list of students in the Enclosure.

Grade level	Number of NCS students from our school (a)	Number of NCS students from other school(s) (if applicable) (b)	Total number of NCS students of the grade level (a)+(b)=(c)
Primary 1 entrants			
Progressing to Primary 2			
Progressing to Primary 3			
Progressing to Primary 4			
Progressing to Primary 5			
Progressing to Primary 6			
Total			

Parent participation in the Programme is arranged as follows *(please put a “✓” in the appropriate box)*:

- Our school will arrange for parents to accompany their children in class and/or other learning activities. There will be \_\_\_\_ parents from our school and \_\_\_\_ parents from other school(s).
- Our school will not arrange for parents of NCS students to join the Programme.

Signature of Supervisor/School Head\* : \_\_\_\_\_  
 Name of Supervisor/School Head\* : \_\_\_\_\_  
 Name of School : \_\_\_\_\_  
 Date : \_\_\_\_\_



\* Please delete as appropriate

Total number of pages (including Appendix 2 and the Enclosure): \_\_\_\_\_

**List of students from our school attending  
Summer Bridging Programme for NCS Students 2024**

*(Please make copies of this page if the space provided in the table below is insufficient)*

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

No.	Name of NCS student	STRN	Grade level (progressing to P1 to P6)
<i>1</i>	<i>JOHN SINGH (example)</i>	<i>M2379156</i>	<i>Progressing to P1</i>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Total number of students from our school attending the Summer Bridging Programme for NCS Students: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_