

EDUCATION BUREAU
CIRCULAR MEMORANDUM NO. 164/2025

From : Permanent Secretary for Education To: Supervisors/Heads of all government,
aided (including special schools), caput
Ref. : EDB 1213-2005-8040-9040-00002-
P001 schools and schools under the Direct
Subsidy Scheme
Date : 12 September 2025

**School-Based Support Scheme Grant for
Schools with Intake of Newly-Arrived Children (NAC)**

Summary

The purpose of this circular memorandum is to invite public sector schools (including government schools, aided schools and caput schools) and schools under the Direct Subsidy Scheme (DSS) with intake of children newly arrived from the Mainland, non-Chinese speaking (NCS) children newly joining the local education system and returnee children to apply for the School-Based Support Scheme (SBSS) Grant.

Details

2. Schools should use the SBSS Grant to flexibly provide support services for meeting the learning and adaptation needs of the children mentioned above. Education Bureau (EDB) Circular Memorandum No. 86/2025 dated 29 May 2025 announced that the rate of the SBSS Grant per pupil per annum has been adjusted to \$3,725 at primary level and \$5,522 at secondary level for the 2025/26 school year.

3. In order to streamline the administration procedures for the application of the SBSS Grant, schools are required to make application for the SBSS Grant only once in each school year. Schools are invited to:

- (a) apply for the SBSS Grant in respect of the actual number of students who are children newly arrived from the Mainland, NCS children newly joining the local education system and returnee children admitted during the period from 1 September 2024 to 31 August 2025, both dates inclusive; and
- (b) apply for advance payment of the SBSS Grant for the 2025/26 school year, with reference to the number of NAC as stated in paragraph (a) above.

4. For advance payment, adjustment on the basis of the number of NAC admitted for the 2025/26 school year will be made in the next round (i.e. 2026/27 school year) of application. Schools that do not apply for advance payment of the SBSS Grant now may apply for the SBSS Grant in the 2026/27 school year based on the actual number of such children admitted in the 2025/26 school year.

5. Application form and relevant information as set out below are provided at EDB webpage (<https://www.edb.gov.hk/nac-e>):



- (a) Criteria and Conditions for Applying for the SBSS Grant;
- (b) Notes on how to complete the form; and
- (c) Administrative Arrangements for the SBSS Grant.

6. Schools must ensure that the criteria and requirements are satisfied when applying for and using the SBSS Grant. Schools should submit the application through the “EDB Electronic Form Submission System” via the Common Log-on System (<https://eformss.edb.gov.hk/eformss/Form075>), and send the supporting documents to the Placement and Support (PS) Section of EDB at Room 1424, 14/F, Wu Chung House, 213 Queen’s Road East, Wan Chai, Hong Kong by post or by hand **on or before 10 October 2025**.



Enquiry

7. For enquiries, please contact Mr Jacky IP at 2892 6188 of PS Section.

Ms Annie CHAN
for Permanent Secretary for Education

c.c. Heads of Sections - for information