

# New Year 1 Parent Information Handbook

## Important Dates

<b>January 2018</b>	Year One Admission Process starts
<b>14 February 2018</b>	Letters to confirm Year 1 offered place by Email
<b>27 February 2018</b>	Deposit (\$10,000) + NCL (\$38,000) deadline for confirmation of Year 1 place

## Contact details for any questions

If you have any further queries regarding admissions, please contact our admissions office at [admissions@sjs.esf.edu.hk](mailto:admissions@sjs.esf.edu.hk) or call at [2692 2721](tel:26922721).

## Car Parking Arrangement on Interview / Meeting Days

On the day of meetings, there is **NO Space** for car parking within the school grounds and no legal parking spaces in the immediate neighbourhood. The police will ticket all illegally parked cars, without warning. We strongly urge you, therefore, to use public transport 69K Public Light Bus from at the lower level of Sha Tin MTR Station. Alight at the junction of Lai Wo Lane and Sui Wo Roads.

## OUR VISION

is to encourage a life-long passion for learning.

# LEARNING FOR LIFE

## OUR MISSION

supports and adds context to the Vision:

SJS is an inspiring learning community. We provide an inclusive environment where effort is valued, learning is engaging and creativity is fostered. Our curriculum is underpinned by the elements of the International Baccalaureate Primary Years Programme and provides a robust international education. All stakeholders are encouraged to play an active part to enhance learning. We celebrate our cultural diversity, appreciate our place in Hong Kong, and believe in the importance of Chinese language and culture.

## OUR VALUES

are reflected in the aspirations and attitudes of all members of our school community.

At SJS we value:

<p><b>Making a Difference</b> We:</p> <ul style="list-style-type: none"> <li>• Are committed to responsible action to serve others and make a difference</li> <li>• Display perseverance, commitment and enthusiasm</li> <li>• Look to the future and dare to dream</li> </ul>	<p><b>Flexible Minds</b> We:</p> <ul style="list-style-type: none"> <li>• Promote curiosity, critical thinking and independence</li> <li>• Continually strive to find ways to improve</li> <li>• Are passionate about a holistic approach to learning and teaching</li> <li>• Have the confidence to learn from our mistakes and rise to challenges</li> <li>• Recognize and appreciate our achievements and celebrate our successes</li> <li>• Blend reason and logic with creativity and imagination</li> </ul>
<p><b>Inclusivity</b> We:</p> <ul style="list-style-type: none"> <li>• Are caring, respectful and inclusive in our relationships</li> </ul>	<p><b>Well Being</b> We:</p> <ul style="list-style-type: none"> <li>• Take responsibility for the well-being of ourselves and others, and the health of our environment</li> <li>• Create memories</li> </ul>



## What to bring to the on interview / meeting day?

On the day of the parent meeting, please bring with you **ORIGINAL copies** of:

1. Your child's birth certificate, passport and Hong Kong ID (if any)
2. Parents' Hong Kong ID (if any) and Passport with valid Hong Kong visa. (Proof of non-visitor status for yourself and your child)
3. **TWO** proof of HK address documents - a copy of a stamped tenancy agreement or a current government demand for rates bill PLUS an original utility bill or bank statement (within 3 months)
4. Passport sized photos of your child (recent, size 40mm x 50mm, 3 copies) if not included on original application form.
5. Any reports (e.g. kindergarten reports, speech language reports, occupational therapy assessment reports or educational psychologist assessment reports or any other developmental assessment reports)



## ESF Payment Requirements

### Non-Refundable Capital Levy (NCL)

Parents of students who are joining an ESF school from August 2018 will be required to lodge a one-off payment when they accept the offer of a school place. The cost of the NCL for students entering Year 1 will be HK\$38,000. The NCL is **non-refundable and non-transferable**.

### Deposit

Parents are also required to lodge a deposit of HK\$10,000 to secure the admission of their child to an ESF school. Whilst the deposit is also non-refundable and non-transferable, the full sum will be credited against the first term's fees once the place has been taken up.

Payment of both the Deposit and Non-refundable Capital Levy are required in order to confirm the offer of a school place.

A combined payment of HK\$48,000 is required by **Tuesday 27 February 2018**.

Deposit	HK\$10,000
Non-refundable Capital Levy	HK\$38,000
<b>Total Payment</b>	<b>HK\$48,000</b>

### School Fees

Fee are paid monthly and are charged for a complete month. **There is no pro-rata adjustment for part of a month.** Direct debit is mandatory in paying school fees for all students attending ESF Schools. ESF will direct debit your bank account on the due date of each month.

Please be reminded that new entrants to Year 1 in 2018-2019 will not be subsidised by the government. For details of the fee information, please refer to the ESF website;

<http://www.esf.edu.hk/school-fees/>

Should you have any queries about school fees, please contact ESF School Fees Section at [billing@esfcentre.edu.hk](mailto:billing@esfcentre.edu.hk)