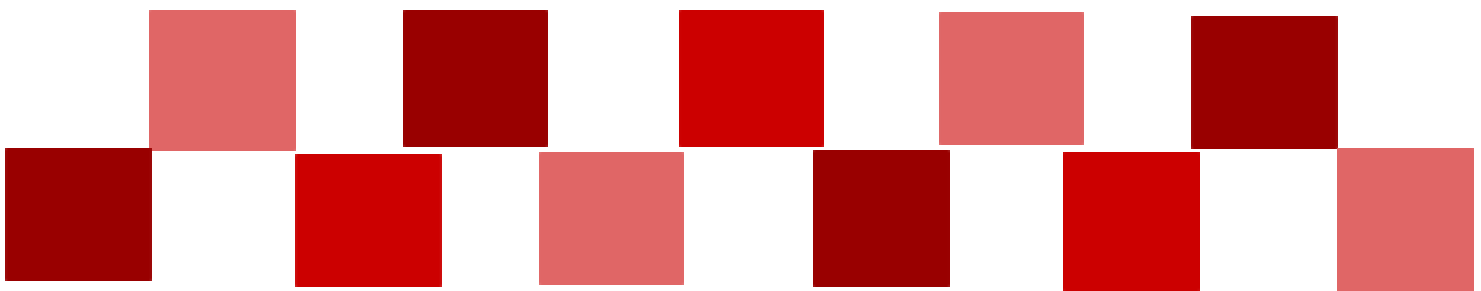




Anfield International Kindergarten

Admission Prospectus for Anfield International Kindergarten



Admission Policy

INTRODUCTION

1. Anfield International Kindergartens, Kowloon Tong is a Catholic International Kindergarten for boys and girls aged between 2yr 8mths to 5 years old.
2. The Head of School is responsible for admissions and the operation of this policy.
3. The aims of this policy are:
 - (i) To set selection criteria and procedures that are consistent and fair to all children.
 - (ii) To identify children whose academic and other abilities appear to match the ethos and standards of the School and whose personal qualities suggest they have the potential to contribute sufficiently to the School community and benefit from the many opportunities that are offered here.
 - (iii) To ensure each child is given a solid foundation of learning, has a sense of self-confidence and self-belief, and is self-motivated, flexible and cooperative.
4. Motto
Educating Hearts and Minds
5. Vision
Our vision is to ensure that each child is given a solid foundation of learning, which instils a sense of self-confidence and self-belief.
6. Mission Statement
Anfield is an international Catholic school, where all are committed to creating a loving and joy-filled environment that is inspired by Jesus Christ. Anfield is a culturally diverse environment where all children are challenged, both academically and spiritually.
7. Goals
 - To encourage respect within the child for themselves, for others and for the environment.
 - To encourage children to reach their fullest potential in academics, in expressive arts and in sports.
 - To encourage children to be self-motivated, resilient and diligent in all that they do.
 - To develop in each child a knowledge, understanding and respect for the Catholic faith.
 - To provide an environment where everyone in our school community feels safe and is aware of their rights and responsibilities and those of others.
 - To continually move forward, through innovation, creativity and endeavour, and to explore the world with its myriad of opportunities and challenges.
8. Our Catholic School
 - is a community which is open, welcoming and inclusive, seeking to prepare pupils to find happiness and to lead lives built upon Christian values, personal integrity and moral courage.
9. A Values-based Education

With a family school community that reflects a variety of cultural and family backgrounds, we encourage the ideal of a Christian community where children learn and grow in an environment of inclusiveness, mutual respect and care for one another.
10. The selection criteria and interview/assessment procedures are determined and reviewed from time to time by the Head of School.

11. If the Schools are oversubscribed, and upon satisfactory completion of the entry assessment, the following criteria will apply:
 - (1) Children who are native English speakers
 - (2) Siblings of children already attending Anfield Schools
 - (3) Parent of children is a full-time employee of Anfield
 - (4) Date of receipt of a complete application
12. No children will be treated less favourably during the application process or during assessment on the grounds of their skin colour, race, nationality or ethnic and national origin, gender, religious faith, disability, orientation, or socio-economic group.

SPECIAL EDUCATIONAL NEEDS

13. The Schools are committed to providing a quality education for pupils with additional and special educational needs and promote a positive culture towards inclusion through full inclusion, with support, or within a dedicated class (Kowloon Tong).
14. Parents or guardians of a child who has any special educational needs should provide the Head of School with full written details when submitting an Application Form. A copy of all reports, prepared by an Educational Psychologist or other appropriate specialist should also be included. Following the interview, the School will be able to advise whether it is able to provide an education that meets the needs of a particular child.
15. The Schools need this information so that, in the case of any child with particular needs, we can assess those needs and make sure the School can provide adequately for them throughout the admission process. The School shall determine whether special conditions will apply to the child during the application process.
16. The Schools must feel confident about being able to cater properly and appropriately for the special needs of the child, and that his/her presence will not interfere with other pupils' learning. Should individual assistance be required, parents will pay extra charges.

ENGLISH AS AN ADDITIONAL LANGUAGE (EAL)

17. Anfield is a multi-national, multi-cultural school. The Schools want all of their pupils to have the same educational opportunities and experiences.
18. The Schools will admit children for whom English is an Additional Language (EAL).

Admission Procedures

ENTRY - INTRODUCTION

Anfield International Kindergarten is a private independent international co-educational school with Catholic values that provides an excellent all-round education so that every pupil can develop the academic, artistic, sporting and personal strengths needed for later life.

Anfield International Kindergarten welcomes enquiries from all interested parents irrespective of colour, race or religion. All aspects of parental enquiries, visits, registration and entry procedure are the responsibility of the Admissions Secretary, who reports to the Head of School. Prospective parents are invited to arrange an individual visit to the Schools or attend Open Days in order to get a real sense of the school. We hope to be able to get to know you and your child well to assess whether their needs and aspirations fit best with what we can offer.

REGISTRATION

Parents or guardians are invited to arrange an individual visit to the School through the Admissions Office.

Admission to the School is at the discretion of the Head of School.

To apply to the School, parents or guardians of children must apply online on the Anfield School website for the desired campus (Kowloon Tong or Whampoa). Each campus has its own application form and registrar, so parents must ensure they are correctly applying to their chosen school.

Parents may register their child at any age. The completion of an application form and the payment of the non-refundable application fee does not guarantee a place. When the number of registrations for a particular year reaches capacity, the year list will be closed and a waiting list will be brought into operation.

- Candidates for all year groups will be invited to attend an interview individually, and / or within a group of up to eight children. The interview schedule begins in November for entry in August of the next year.
- As vacancies are available, new applicants will be invited to attend an assessment and / or an interview throughout the school year until spaces are full.

SELECTION

The preconditions for admission are that:

- The child is of the appropriate age. The age of child must be:

Foundation 1 (Kowloon Tong)	2 years 8 months old by 1st January of the year of entry
K1	3 years old by 31 st December of the year of entry
K2	4 years old by 31 st December of the year of entry
K3	5 years old by 31 st December of the year of entry
- The School is able to provide adequately for any special educational needs (if any) the child may have following assessment of the pupil by the Head of School and/or the Special Educational Needs Coordinator if required.
- The child fulfils any conditions of the offer set out in the conditional offer letter.

The selection criterion to be fulfilled by the pupil will be determined by the School.

NOTES

- ❖ In accordance with regulations of the Education Bureau and Immigration Department all students joining Anfield Schools must be in possession of a valid Hong Kong ID card allowing unconditional stay or must have a valid passport with authorised residency status to be eligible for a place at Anfield Schools. A visitor visa does not entitle the holder to attend any school in Hong Kong.

Interview / Assessment

At the appropriate time, parents are contacted and an appointment is made to attend a play session. The play session is to allow children to engage and interact in our environment through playing, and for staff and parents to discuss our school programmes and procedures. For entry, children should be of sufficient ability and capability to be able to progress comfortably at an appropriate pace, and to benefit from the whole educational experience offered by the School. At the discretion of the Head of School, some children having additional educational needs may be considered for places, provided the school has the resources to meet the child's needs. In these cases the Head of School's decision is final.

- For applicants wishing to join the school at the start of the academic year each August, candidates for this year group will be invited to attend an interview individually, and / or within a group of up to eight children. The interview schedule begins in November for entry in August of the same year.
- Applications for all year groups are welcomed throughout the school year. Offers of acceptance are made dependent on places being available within the class or year group relevant to the applicant's current age. For students relocating to Hong Kong within the year please contact the Admissions Team.

CONFIRMATION OF ENTRY

Parents of students who are accepted by the School are formally notified in writing. On acceptance of a place, parents of all prospective students are invited to confirm their intention of sending their child to the School by the date set out in the conditional offer letter together with a completed and signed Acceptance Form and the debenture (refundable under certain conditions)

- (i) Registration Fee of \$970 (Half-day session) / \$1,570 (Full-day session) should be paid by cheque made payable to "**Anfield International Kindergarten**".
- (ii) The tuition deposit of \$20,000 should be paid by cheque made payable to "**Anfield International Kindergarten**".
- (iii) The tuition deposit of \$20,000 will be credited against the school fees for the child's last 2 months of K2 at the School.

A closing date for acceptance of a conditional offer will be given to parents at the time. Confirmations after the closing date cannot be guaranteed a place at the school.

Acceptance – Registration Fee and Tuition Deposit

An offer of a place for your child at the School is accepted by submitting the Acceptance Form and paying both the registration fee and the tuition deposit. Registration will only be completed after the School has received the Registration Fee and tuition deposit.

REGISTRATION FEE (On Admission only)

- Once a place is offered and accepted, a non-refundable and non-transferable Registration Fee of \$970 (Half-day session) / \$1,570 (Full-day session) is due immediately.
- The Registration Fee will be credited against the school fees for the child's first month at the school.
- Registration will only be completed after the School has received the Registration Fee.
- The Registration Fee is non-refundable and non-transferable if a child subsequently does not take up the Confirmed place at the School.

TUITION DEPOSIT (On Admission only)

- Once a place is offered and accepted, a non-refundable and non-transferable tuition deposit of \$20,000 is due immediately. The tuition deposit is non-refundable and non-transferable if a child subsequently does not take up the confirmed place at the School.

Once the child has taken up the place at the School:

- \$20,000 of the tuition deposit will be credited against the school fees for the child's last 2 months of Kindergarten 2 at the School.

- To obtain a refund of \$20,000 of the tuition deposit, parents are obliged to give "Due Notice of Withdrawal" in writing within the required 2 month notice period. For example, if a student withdraws from Anfield on 30th June, notice must be given before 30th April.
- The notice period does not include school holidays: Christmas, Easter, the summer period of July and August and may not span two academic years.
- Please note that the fees for a full month are charged even if only part of the month is attended, e.g. for a student leaving on April 15th, the fees must be paid until the end of April. Notice, once given cannot be withdrawn unless with the agreement with the school.

Fees for School Year 2024-25 and Fee Policy

APPLICATION FEE AND ASSESSMENT INTERVIEW FEE

All applications require a \$800 application fee. This fee is non-refundable and non-transferable.

ANNUAL TUITION FEE

- School fees are non-refundable and non-transferable.
- School fees are charged monthly.
- School fees are non-refundable and non-transferable if a child subsequently does not take up the confirmed place at the School.
- If the child is to start in the middle of a term, fees will be charged on a pro-rata basis (based on a 10-month school year).

	Tuition Fees		Service Fees	
	HK\$ per year	HK\$ per month	HK\$ per year	HK\$ per month
Foundation 1 (Kowloon Tong) 8:30-11:30am 12:30-3:30pm	52,200 From Jan - June	8,700 From Jan - June	10,000	1,000
K1/K2 (Both) Half day classes 8:30-11:30am 12:30-3:30pm	87,000	8,700	10,000	1,000
K1/K2 (Both) K3 (Kowloon Tong) Full day classes 8:30-3:30pm	112,000	11,200	10,000	1,000
K1/K2 Bosco Bear (SEN Support Class) (Kowloon Tong) 8:30-11:30am 12:30-3:30pm	187,000	18,700	10,000	1,000

OTHER FEES

Fixed Costs: School uniform and accessories

Paid Services: Expenses for the use of textbooks and resources, computers/iPads, software licenses, exercise books, folders, stationary, art supplies consumed in the school, local field trips and other miscellaneous items that are provided by the School to your child

Optional Extras:

- School bus charges (pay directly to the company)
- After-School Clubs
- SEND Provision – For a child who requires significant support for learning, there will be an additional charge per month. It is a condition of admission that the cost of additional charge for SEND provision should be borne by the parents.
- Visits to the theatre

PAYMENT OF FEES

- All fees are stated in Hong Kong Dollars.
- Payments can be settled by crossed cheque. The Schools do not accept cash.
- Payments by cheque have to be made payable to:
K1 and K2 Classes: “**Anfield International Kindergarten**”
Please state the student’s name and student number on the back of the cheque.
- Parents of a child, whose fees have not been paid within 2 months, will be required to withdraw the student from the school.
- If a child for any reason is unable to attend school at the beginning of a term, the fees are nevertheless due. The School cannot undertake to remit or refund fees, whether in lieu of notice or otherwise, on account of illness, quarantine or any cause whatsoever.
- It is at the School’s sole discretion to consider individual requests for alternative fee paying arrangements.
- If, for reasons beyond the School’s control, the school needs to close for a limited period, the School is not liable to refund fees.

NOTES:

- ❖ The School reserves the right to revise fees at any time at its sole discretion.
- ❖ The fees stated above are subject to approval by the Education Bureau of the Government of the HKSAR.