

School Sports Programme
Outreach Coaching Programme – Continuous Table
Tennis Training Scheme (Non-School Team Training)
Enrolment Form

Application No. (For official use only)

Name of School: _____
 Type of School: Secondary / Primary / Special (Please specify: _____)
 Teacher-in-charge: _____ Tel. No.: _____ Teacher’s E-mail Address: _____
 School Address: _____
 Activity Venue* : 1. School Venue 2. Self-arranged Venue – Name of Venue (Please specify): _____

* The schools should provide 4 table tennis tables, 200 table tennis balls, 16 rackets and adequate table-tennis fence.

Proposed Dates and Time: (Schools may submit applications for training for the whole academic year at one time.)

Course	Date (dd/mm/yyyy)	Day of Week	Time	No. of Participants
example	4, 11, 18, 25/9 ; 2, 9, 16, 23, 30/10 ; 6/11/20XX	Thu	1600-1800	16
Course 1				
Course 2				
Course 3				

Remark: _____

- Competitions participated: Competitions organised by The Schools Sports Federation of Hong Kong, China
 (District: _____/Jing Ying Tournaments)
 Hang Seng All Schools Championships organised by the Hong Kong, China Table Tennis Association Limited

Last year’s results in School Sports Federation: _____

- Competitions organised by the school: Inter-class Inter-House Joint School Friendly Matches
 Others: (Please state: _____)

Notes:	<ol style="list-style-type: none"> 1. If the number of applications exceeds the quota, the participating schools will be determined by balloting. 2. Please refer to “Application” (P.7) of this guide for the dates of application. 3. Please put a “✓” in the appropriate boxes. 4. For venue arrangement, schools may consider applying for free use of the Leisure and Cultural Services Department (LCSD)’s facilities such as main arena, activity rooms, squash courts, etc. from the venues’ opening time to 5 pm during Monday to Friday (except public holidays and during July and August) under the LCSD’s “Free Use Scheme”. Please refer to Appendix II for details. 5. If an outside venue is chosen for training, please specify the name of the venue and arrange transport to and from the venue. 6. Please propose the training dates and time according to the number of lessons and duration required for the sports training course concerned. 7. The information provided by the applicant will only be used by the LCSD and relevant National Sports Associations (NSAs) for the purposes of enrolment in School Sports Programmes, announcement of the balloting result, compilation of statistics, future contact and opinion survey. Only officers who are authorised by the LCSD and relevant NSAs may access such information. For correction of or enquiries about the personal data submitted, please contact the School Sports Programme Unit of the LCSD. 8. Schools should ensure that all participants have obtained the consent of their parents/guardians or the persons authorised by their parents/guardians to participate in the above activity, and that the participants are not suffering from any illness that renders them unfit for the activity. 9. In identifying actual or potential conflict of interest during organisation of the events under the School Sports Programme, the teachers-in-charge shall make a declaration to the school principal or approving authority with the use of the Conflict of Interest Declaration Form template at Appendix V attached in the Application Guide of School Sports Programme. For details, please refer to item VI “Conflict of Interest” of the Introduction of the Guide.
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The completed enrolment form should be submitted by email: applicationssp@lcsd.gov.hk