

The completed e-form should be submitted to the Leisure and Cultural Services Department (LCSD) by email  
Email address: applicationssp@lcsd.gov.hk

Form No.:

**School Sports Programme (Special School)**  
**Sport Education Programme – Hiking**  
**Enrolment Form**

Application No.  
(To be provided by the LCSD)

Name of School: \_\_\_\_\_

Type of School: Special School (Please specify: \_\_\_\_\_) Tel No.: \_\_\_\_\_

Teacher-in-charge: \_\_\_\_\_ Teacher's E-mail Address: \_\_\_\_\_

School Address: \_\_\_\_\_

**Please choose a route** <sup>Note 1:</sup>

Route No.: \_\_\_\_\_ (For details, refer to P. 27-31 of the prospectus)

	Activity Date (dd/mm/yyyy)	Day of Week	Time	Number of Participating Students	Number of Accompanying Students <small>Note2</small>	Total Attendance <small>Note3</small>
Example	6/1/2025	Mon	1030-1230	21	3	24
First Choice						
Second Choice						

Remark: \_\_\_\_\_

(Please specify type of disability of students and number of accompanying carers.)

**Transportation** <sup>Note 3</sup>

Transport arrangement by the LCSD for the **outbound** journey  is /  is not required

Estimated pick-up time: \_\_\_\_\_ (to arrive at the venue 15 minutes before the start of activity)

Estimated pick-up location: \_\_\_\_\_

Estimated drop-off location: \_\_\_\_\_

Transport arrangement by the LCSD for the **inbound** journey  is /  is not required

Estimated return time: \_\_\_\_\_ (subject to change depending on actual traffic conditions)

Estimated pick-up location: \_\_\_\_\_

Estimated drop-off location: \_\_\_\_\_

Notes:	<ol style="list-style-type: none"> <li>1. For further information of hiking route and safety guidelines, please visit <a href="https://www.lcsd.gov.hk/en/healthy/hiking/index.html">https://www.lcsd.gov.hk/en/healthy/hiking/index.html</a></li> <li>2. Schools should arrange an adequate number of accompanying carers to participate in the activity. The LCSD has the right to cancel the activity for safety reasons if it considers the number of accompanying carers arranged by schools inadequate on the activity day.</li> <li>3. If the number of participant is more than 10, the school may request the LCSD to arrange for transportation between the school and the venue.</li> <li>4. Please put a “✓” in the appropriate box(es).</li> </ol>
Remarks:	<ol style="list-style-type: none"> <li>1. A separate application form is required for each hiking activity. If the number of applications exceeds the quota, the participating schools will be determined by balloting.</li> <li>2. Please refer to “Application” (P.4) of this guide for the dates of application.</li> <li>3. Schools are required to submit their enrolment forms three months before the activity date, otherwise their applications may not be processed in a timely manner.</li> <li>4. If a school requests for cancellation of an activity which the venue and the coach(es) have been arranged by the LCSD, no re-scheduling of an activity will be arranged.</li> <li>5. For further information of hiking safety guidelines, please visit <a href="https://www.lcsd.gov.hk/en/healthy/hiking/safety.html">https://www.lcsd.gov.hk/en/healthy/hiking/safety.html</a></li> <li>6. 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 staff of the School Sports Programme Unit of the LCSD.</li> <li>7. <b>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.</b></li> <li>8. 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. For details, please refer to item VII “Conflict of Interest” of the Prospectus of the Guide.</li> </ol>