

CHI YUN SCHOOL
2019/20 School Year
Free Lunch at Schools

27th August, 2019

Dear Parents / Guardians,

The Education Bureau will continue to provide Free Lunch at Schools (Free Lunch) for eligible primary students in the 2019/20 school year. Parents are now invited to join the programme. Details in connection with the application are as follows:

Eligible Students:	Primary 1 to Primary 6 students meeting all of the following criteria can participate in the captioned programme:	
	(i)	receiving full grant under the Student Financial Assistance (SFA) Schemes in the 2019/20 school year; [Note: Parents are required to submit documentary proof on SFA Schemes full grant status (i.e. Notification of Result for Assessment of Eligibility 2019/20 or Eligibility Certificate 2019/20 issued by the Student Finance Office (SFO) of the Working Family and Student Financial Assistance Agency) to the school to facilitate the arrangement on lunch payment for the eligible students.]
	(ii)	studying in whole-day government, aided (including special schools) or Direct Subsidy Scheme (DSS) primary schools (Day Students); and
	(iii)	having lunch arranged by their attending schools (students bringing their own packed lunch to school will not be provided with the subsidy)
Principles:	Participating schools will be provided with the relevant funding direct by the Education Bureau for making lunch charges on behalf of the students meeting all the above criteria.	
Points to Note:	(i)	Parents can decide whether to participate or not. Parents applying to participate in the programme should provide the documentary proof required.
	(ii)	In principle, the lunch subsidy should be available as from the date on which the application for the Free Lunch is submitted by parents. There should be no retrospective effect on lunch subsidy before the date of application.
	(iii)	Since it takes time for assessment of the SFA Schemes applications and it is common to make lunch charges in advance, for parents who are waiting for the assessment result of the SFA Schemes when submitting the applications for the Free Lunch, and have already made the payment for the lunch expenses for their children, the school will return the relevant payments to the parents upon production of the documentary proof as required.
	(iv)	Parents can submit their applications to school later even if they do not intend to apply for the Free Lunch at the beginning of the school year. However, the lunch subsidy will only be available from the date on which the application for the Free Lunch is submitted to the school by parents. There should be no retrospective effect on lunch subsidy before the date of application.

	(v)	If a student could not meet the full grant status upon the review of SFO, school would inform parents to pay the lunch expenses and to return the lunch expenses paid by the school on behalf of the student.
	(vi)	The information provided by parents is used only for the processing of the application for the Free Lunch.

Yours sincerely,



Mak Man Chiu



Principal, Chi Yun School

-- Reply Slip --

To: Principal

I have read and fully understood the arrangements regarding the Free Lunch at Schools (Free Lunch) in the 2019/20 school year. I

(Please put a "✓" in the appropriate box)

wish to apply for the Free Lunch and attach the copy of documentary proof of 2019/20 SFA Schemes full grant status as required. I undertake to inform school as soon as possible if my child could not meet the full grant status upon the review of the Student Finance Office and return the lunch expenses paid by the school on behalf of my child

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do not wish to apply for the Free Lunch.

Name of student : _____

Class : _____

Name of parent/guardian : _____

Signature of parent/guardian : _____