

Notes:	<ol style="list-style-type: none"> 1. A separate application form is required for each sport. 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. Schools may choose to have the training conducted at a Leisure and Cultural Services Department (LCSD)’s venue, a self-arranged venue, the Hong Kong China Canoe Union’s Sha Tin Training Centre or a community sports club under the Hong Kong China Canoe Union. Schools shall arrange their own transport to and from the venue. 5. Please provide all the training dates according to the number of lessons required for each training course. A one-week interval should be allowed between courses. Since a whole-day lesson lasts from 9 am to 5 pm, students have to bring their own food and drinks. For school team training in canoe, each lesson lasts for 3 to 4 hours, with a total training hours not more than 16 hours. For windsurfing training course, each lesson lasts for 7 hours, with total of not more than 14 hours. 6. Please propose the training dates and time according to the set-up of the course 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 must fulfill the latest age requirements (aged 14 or above) for all canoe outreach coaching training programme. 9. All participants should be able to swim 50 metres with clothes on. 10. 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. 11. 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.
Email address: applicationsp@lcsd.gov.hk