

School Sports Programme
Outreach Coaching Programme – Continuous Table
Tennis Training Scheme (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 and adequate table-tennis fence.

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

Academic Term	Date (dd/mm/yyyy)	Day of Week	Time	No. of Participan ts	Arrangement of Assistant Instructor
example	7,14,21,28/9 ; 5,12,19,26/10 ; 2,9/11; 7,14/12/2023; 4,11/1/2024	Wed	1600-1800	12	<input type="checkbox"/> ^With Assistant Instructor <input checked="" type="checkbox"/> *Without Assistant Instructor
First Academic Term					<input type="checkbox"/> ^With Assistant Instructor <input type="checkbox"/> *Without Assistant Instructor
Second Academic Term					<input type="checkbox"/> ^With Assistant Instructor <input type="checkbox"/> *Without Assistant Instructor

△ School Team Advance Training 16 participants *School Team Training – 12 participants

Remark: _____

Annual Targets: _____

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

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 apply 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 the Appendix II (P.213) 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. To participate in school team training in table tennis, schools or coaches should set annual targets of the coming year for their teams and indicate so on the enrolment form. By end of each year, schools or coaches should review the annual progress and achievements and draw up a new schedule for the next year, so that the Hong Kong, China Table Tennis Association (HKTTA) and the LCSD may review and follow-up. 7. For schools applying for school team training, their school teams must have participated in inter-school competitions or championships organised HKTTA between September 2021 and August 2023, and retain the proof of participation in order to be eligible for enrolment. 8. Please propose the training dates and time according to the number of lessons and duration required for the sports training course concerned. 9. 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. 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: applicationssp@lcsd.gov.hk