

# Yuen Long Long Ping Estate Tung Koon Primary School



## Notes to Parents on Registration for Admission to Primary One



A. Parents should register your child at LA Centre of our school (Ground Floor). Details are as follows:

Date of registration: from 9 June 2026 (Tue) to 10 June 2026 (Wed)

Time of registration: 9:00a.m.-12:00 noon; 2:00p.m. - 4:00 p.m.

B. Please bring along the following documents:

1. Primary One Registration Form (True Copy)
2. Address Proof
3. The original and photocopy of your child's HK Birth Certificate. ( or documents permitting the child to remain in Hong Kong)
4. TWO passport-size photographs of your child (\*write down student's name \*)
5. The original and photocopy of parents' ID card
6. TWO self-addressed stamped envelopes (with \$2.4 stamp)

C. Parents who cannot register your child with the school within the specified period should notify the person in the charge of registration of the school concerned to make alternative arrangements (Miss Yiu Nai Sum) on or before 10/6/2026 1pm; failing that, they would be deemed to have given up the school place allocated.

D. If the registration day will have to be cancelled due to unpredictable reasons, the EDB will announce the cancellation of the registration day and the replacing day the registration through all means of mass media.

E. Notes for parents when you come to our school:



1. Parents are not required to bring along your child.
2. Please follow the arrangement to have a seat in the LA Centre.
3. Parents who cannot register at the allocated school in person could authorize in writing a representative to register with the school on their behalf. (Please fill in the form 'Primary One Admission (POA) Declaration form for parents who are unable to provide the original documents in time). This form should be returned to the school on or before 10 June 2026. *The school place allocated to the applicant child will be cancelled if parents are unable to provide the original documents for verification as soon as possible.*