

# Tsuen Wan Trade Association Primary School

Circular 18-032/E07  
26<sup>th</sup> September, 2018

Dear P1-P6 parents and guardians,

## Circular on Free Lunch at Schools in 2018/19 School Year

The Education Bureau will continue to provide 'Free Lunch at Schools' (Free Lunch) for eligible primary students in the 2018/19 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 Schemes (SFAS) in the 2018/19 school year;
  - (ii) lunch is arranged by the lunch box provider of school.
- 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) Since it takes time for assessment of the SFAS applications and it is common to make lunch charges in advance, for parents who are waiting for the assessment result of the SFAS when submitting the applications for the Free Lunch, and have already made the payment for the lunch expenses for their children, the school will arrange the lunch supplier to return the relevant payments to the parents upon providing the documentary proof as required.
  - (iii) Parents can submit their applications to the 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 effective 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.
  - (iv) The information provided by parents is used only for the processing of the application for the Free Lunch.

### Remarks:

1. For those students who wish to apply for the Free Lunch programme, please attach the copy of documentary proof as required. No lunch fee is needed to be paid starting from October. The food company concerned will make refund arrangements regarding fees that have been paid later.
2. However, if students submit the copy of documentary proof later, they need to pay for lunch until their photocopies for proofs for full subsidy are submitted.
3. Participating schools will be provided with the relevant funding directly by the Education Bureau for making lunch charges on behalf of the students meeting all of the above criteria.

For enquiries, please contact our Student Support Mistress, Ms. Poon.

Yours faithfully,

*Chow Kim Ho*

Chow Kim Ho  
Principal



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Tsuen Wan Trade Association Primary School  
Reply Slip of Circular 18-032/E07 < return it to Ms. Poon via the class teacher >  
**Circular on Free Lunch at Schools in 2018/19 School Year**

Dear Principal,

I have read and fully understood the arrangements regarding the programme of Free Lunch at Schools in the 2018/19 school year. I

- \*  wish to apply for the Free Lunch and attach the copy of documentary proof as required.
- wish to apply for the Free Lunch and submit the copy of documentary proof later.
- do not wish to apply for the Free Lunch.

Student's Name: \_\_\_\_\_ ( )  
Class: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

\* Please put a "✓" in the appropriate box