



Li Cheng Uk Government Primary School

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Kowloon

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Website : <http://www.lcu.edu.hk>

Email : lcugps@edb.gov.hk

Notice: 4 /2025-26

5.9.2025

Student Information Management System (STIMS)

2025/26 School Year

Dear Parents / Guardians,

The Education Bureau (EDB) will collect data through Student Information Management System (STIMS) for educational planning, research, investigating and following up on non-attendance / dropout and departure cases and other education-related purposes. For STIMS in the 2025/26 school year, the EDB will collect information about students, their ethnicity and spoken language at home through the Enrolment Survey.

Personal Information Collection Statement

Purpose of Collection

1. The personal data provided by you will be used by the EDB for one or more of the following purposes:
 - (a) Activities relating to education related matters, including processing, authentication and assessment on eligibility and counter-checking of the form for individual grant and subsidy as well as education service provided by the EDB, and investigating and following up student non-attendance / dropout and departure cases;
 - (b) Activities relating to matching of the personal data with the database of other relevant Government bureaux / departments in connection with the processing, authentication, assessment on eligibility and counter-checking of the form mentioned in (a) above;
 - (c) Activities relating to matching of the personal data within the database of EDB for purposes of verifying / updating records of the EDB; and
 - (d) Activities relating to compilation of statistics, research and Government publications.
2. The provision of personal data required by this form and during the processing of this form is obligatory. In the event that you do not provide those personal data, we may not be able to handle or further process the form.



This notice is continued on the next page.

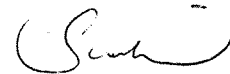
Classes of Transferees

3. The personal data you provide will be made available to persons working in EDB. Apart from this, they may be transferred or disclosed to the parties or in the circumstances listed below:-
- (a) other Government bureau and departments for the purposes mentioned in paragraph 1 above;
 - (b) the school in which the form relates for the purposes mentioned in paragraph 1 above;
 - (c) where you have given your prescribed consent to such disclosure; and
 - (d) where such disclosure is authorised or required under the law or court order applicable to Hong Kong.

Access to Personal Data

4. You have the right to request access to and correction of your personal data held by EDB. Request for access or correction of personal data should be made in writing to Senior Education Officer (School Places Allocation)1 at School Places Allocation Section, Education Bureau, Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon or email to sspaspa@edb.gov.hk.

Thank you for your attention.



(Ms CHUI Sau-man)
Headmistress

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Reply Slip

Student Information Management System (STIMS) 2025/26

Notice: 4/2025-26
Date: _____

To : Headmistress,

I have read the School Notice No. 4/2025-26 dated 5.9.2025. I understand and acknowledge that the personal information collected will be used for the purposes stated. I consent to the handling of personal data as outlined in the statement.

Student's Name: _____ ()

Class: P. _____

Parent's / Guardian's Signature: _____