



Li Cheng Uk Government Primary School

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Special Notice: 4/2026-27

04.09.2026

Dear Parents / Guardians,

4-day Joint School Exchange Tour to Beijing, China

To enhance students' communication and strengthen cultural exchange between LCU and Shenzhen Nanshang Foreign Language School (Group) Keyuan Primary School, our sister school, P5 to P6 students are invited to participate in the joint school exchange tour to Beijing, China, from 27 October 2026 (Tuesday) to 30 October 2026 (Friday). The details are as follows:

A. Itinerary:

Date / Time		Place
27/10/2026	AM	<u>Hong Kong to Beijing</u> - Meet at LCU at 5:30 a.m. (早上 5:30 在學校集合) - Flight CA764(08:10-11:30) to Beijing (北京)
	PM	Visit Juyongguan Great Wall 居庸關長城
28/10/2026	AM	Visit Yuanmingyuan Ruins Park 圓明園遺址公園
	PM	Visit The Palace Museum (Forbidden City) 故宮博物院(紫禁城)
29/10/2026	AM	Visit National Library of China 中國國家圖書館
	PM	- Ancient Book Restoration Experience 古籍修復體驗 - Visit Olympic Park (Bird's Nest & Water Cube) 奧林匹克公園(鳥巢、水立方)
30/10/2026	AM	Visit Temple of Heaven Park 天壇公園
	PM	<u>Beijing to Hong Kong</u> - Flight CA763(16:15-20:00) back to Hong Kong (香港) - Dismissal at LCU (在學校解散)

B. Target participants and fee:

Target participants	- P.5 to P.6 Self-disciplined Students - Maximum number of participants: <u>30</u> (Students who sign up must be self-disciplined and pass the interview before they can participate in the exchange activities.)
Fee	- The original tour fee is HK\$4,600. The Education Bureau subsidizes 70% of the tour fee. Each participant needs to pay 30% of the cost – <u>HK\$1,380 (\$4,600 x 30% = \$ 1,380).</u> - The tour fee of HK\$1,380 per person covers accommodation, meals, transportation, service charges for tour guides, entrance fees for scenic spots, insurance, and learning materials. The fee will be collected on 17 September 2026 (Thursday).

7. All activities will be conducted together with students from our sister school. A set of learning tasks is designed to guide this experiential learning trip. The tasks are devised to induce self-directed, autonomous, and reflective learning. Participants should submit the learning tasks and present what they have learned on or before **2 November 2026 (Monday)**.
8. **A pre-tour briefing for students will be conducted before the trip. Details will be announced in due course.**
9. The service provider will purchase insurance for the participants. Parents can also purchase extra insurance for their child/ward at their discretion.
10. Our school also reserve the right, without penalty, to withdraw the trip, to decline or to accept any persons as participants, or to require any participants to withdraw from the trip at any time, when such action is determined by our teachers to be in the best interests of the health, safety, or general welfare of the group or the individual participant.
11. **If a student is unable to leave Hong Kong due to a lack of necessary documents or permits at the airport, such as a passport, a court-issued document, or a guardian's consent for departure, the fees paid will not be refunded. Sponsored students will be required to pay the full fare of HK\$4,600.**
12. There will be no refund for withdrawal due to personal reasons. A student can apply for a refund only if the request is made before the commencement of the tour due to illness, with the provision of a registered medical certificate indicating that the student is being granted sick leave on 27 October 2026, whilst the medical certificate should be submitted on or before 10 October 2026. **If you submit your withdrawal request after 10 October 2026, you will be charged \$1,500. After confirmation, students who withdraw from the tour must also pay additional fees incurred due to the withdrawal. If the time is too urgent and there is no substitute student, the paid air ticket fees will not be refunded. The visa fee will not be refunded either.**
13. For every 10 students, the Education Bureau will subsidize 1 Student from families receiving Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department or Full/Half Grant School Textbook Assistance under the Student Financial Assistance Scheme (SFAS), up to a maximum of 3 students. **To benefit all eligible students, the funding will be distributed evenly among eligible students. Students who are subsidized by the Education Bureau are required to pay the full fare of \$4,600 if they do not take part in the study tour.**
14. The Education Bureau/organizer/school will take photos and videos during the tour. The relevant photos and video clips may also be displayed on the relevant website of the Education Bureau in the future and forwarded to other government departments for joint display in different media/events.

Please submit the completed **reply slip, Student Health Declaration Form** and **copies of relevant travel documents** to your Chinese teacher on or before **9 September 2026 (Wednesday)**. A Certification Letter for Students will be issued to those students who need to apply for a Chinese Visa after confirmation. Should you have any enquiries, please feel free to contact Ms Li Kok-fong at 2386 8049.

Thank you for your attention.


(Mr YU King-tsz)
Headmaster

“Sister School Scheme”
4-Day Joint School Exchange Tour to Beijing
Licensee: Hui Tong International Travel (HK) Co., Ltd.

Student Health Declaration Form

1. Personal information (Name in block letters and it must be the same as your ID card. All fields must be filled in)

Chinese name:	English name:
Class:	Sex:
Telephone no.	Date of birth:

2. Health Declaration Form (Participants are asked to answer the following questions according to their personal health conditions)

1. Have you ever experienced any serious or long-term illness that indicates that your health is not suitable for strenuous exercise? Answer: ☐ Yes (Please write down the details: _____) ☐ No
2. Have you ever been hospitalized for treatment, examination or surgery? Answer: ☐ Yes (Please write down the name of the disease and the date of admission: _____) ☐ No
3. Have you ever suffered from serious or long-term illness? Answer: ☐ Yes (Please write down the name of the disease : _____) ☐ No
4. Are you at present undergoing any medication which must be continued in future? Answer: ☐ Yes (Please write down the name of the disease and dosage of the drug : _____) ☐ No
5. Are there any food, drug or other allergies? Answer: ☐ Yes (Please write down food, drugs and other sources of allergies: _____) ☐ No
6. Are there any special dietary arrangements required for health reasons? Answer: ☐ Yes (Please indicate details and doctor's special instructions: _____) ☐ No
7. For other physical conditions, please specify: _____

3. Emergency contact information

Contact person (1)	Contact person (2)
Name:	Name:
Relationship:	Relationship:
Emergency contact number:	Emergency contact number:

4. Parent/Guardian Consent Form

I agree that my child _____ (student's name) may take part in the “Sister School Scheme” – 4-Day Joint School Exchange Tour to Beijing (2026/27).	
This is to declare that the health declaration form in the second part is correct. My child is in good health and does not have any disease that would make him/her unfit to participate in this event. I also authorize the accompanying teacher or person in charge to make appropriate medical arrangements for him/her in case of emergency.	
Parent's / Guardian's Signature: _____	Date: _____
Parent's / Guardian's Name: _____	

Reply Slip

4-day Joint School Exchange Tour to Beijing, China

Special Notice: 4 /2026-27

Date: _____

To: Headmaster,

I have read Special Notice 4/2026-27 dated 4 September 2026 and I fully understand its content.

- ☐ I agree to let my child/ward join the 4-day Joint School Exchange Tour to Beijing, China. My child/ward is in good health and I will ensure that my child's/ward's travel documents are valid. I also agree that LCUGPS will give my child's/ward's personal information to the travel agency and service provider for processing the application.

1) My child/ward is holding the following travel documents:

- ☐ Hong Kong Juvenile Identity Card (with photo)
- ☐ Hong Kong Juvenile Identity Card (without photo)
- ☐ Mainland Travel Permit for Hong Kong and Macau Residents (回鄉證)
(Valid Date: _____ DD/MM/YYYY)
- ☐ Mainland Travel Permit for Hong Kong and Macao Permanent Residents (Non-Chinese Citizens)(港澳居民來往內地通行證(非中國籍))
(Valid Date: _____ DD/MM/YYYY)
- ☐ Hong Kong SAR Passport (at least six months before expiration)
(Valid Date: _____ DD/MM/YYYY)
- ☐ Re-entry Permit (回港證 / 簽證身分書)
(Valid Date: _____ DD/MM/YYYY)
- ☐ A valid passport (at least six months before expiration)
(Valid Date: _____ DD/MM/YYYY)
- ☐ A China Visa (Valid Date: _____ DD/MM/YYYY)
- ☐ A court-issued document / a guardian's consent for departure

2) I would like to apply for funding from the Education Bureau because I am currently receiving

- ☐ Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department. A copy is attached for your reference.
- ☐ Full Grant School Textbook Assistance under the Student Financial Assistance Scheme (SFAS). A copy is attached for your reference.
- ☐ Half Grant School Textbook Assistance under the Student Financial Assistance Scheme (SFAS). A copy is attached for your reference.

- ☐ I do not agree to let my child/ward join the 4-day Joint School Exchange Tour to Beijing, China.

Student's name: _____ () Class: P. _____ ()

Parent's / Guardian's Signature: _____

Parent's / Guardian's Name: _____ Emergency Telephone No.: _____

*Please tick (✓) the appropriate box.