



策劃及捐助
Initiated and Funded by



香港賽馬會慈善信託基金
The Hong Kong Jockey Club Charities Trust

合作夥伴
Partner Organizations



香港青年協會
the hongkong federation of youth groups

賽馬會眾心行善 - 義工推廣校園夥伴計劃
JC VOLUNTEER TOGETHER – School Based Programme 2024/25

報名表格
School Application Form

請將填妥表格的資料，並電郵至 jc.volunteer.project@gmail.com。

Please return the completed form to jc.volunteer.project@gmail.com.

如對計劃有任何查詢，請透過以下方式聯絡計劃合作夥伴：

If you have any inquiries about the program, please reach out to the partner organization using the following contact information:

推行機構 Partner Organizations	香港小童群益會 BGCA	香港明愛 CARITAS	香港青年協會 HKFYG
主要服務地區 Main Service Areas	葵青區、大埔區、沙田區、 屯門區、深水埗區 Kwai Tsing、Tai Po、Sha Tin、Tuen Mun、 Sham Shui Po	中西區、灣仔區、南區、 黃大仙區、觀塘區、離島區(包括東涌) Central and Western、Wan Chai、 Southern、Wong Tai Sin、Kwun Tong、 Islands (include Tung Chung)	九龍城區、西貢區、元朗區、北區、荃灣區、 油尖旺區、東區 Kowloon City、Sai Kung、Yuen Long、 North、Tsuen Wan、Yau Tsim Mong、Eastern
電郵 Email	cppv@bgca.org.hk	ycs.volunteer.jc@caritassws.org.hk	yvn@hkfyg.org.hk
電話 Telephone	2126 7110	3796 4685	3691 0200

第一部分 - 學校資料 Part A – School Information

- 學校名稱 School Name (中 Chinese) (英 English)
- 學校地址 School Address
- 傳真 Fax
- 學校電話 School Telephone No
- 電郵 Email
- 學校類別(✓選一項) School Funding Model (please tick either one)
 官立 Government 資助 Aided 直資 DSS 其他 (請列明) _____
 Other (please specify) _____
- 預期如何將計劃融入貴校的發展計劃/課程? (✓選一項或多項)
 How do you plan to incorporate the project into your school's development plan and curriculum? (Please tick as appropriate)
 - 融入已有的學科 指將計劃安排在學科課堂/課外活動進行
 Incorporating into current subjects (pertains to organizing the schedule within classes/extracurricular activities)
 (請圈出:主科/德育及公民課/宗教課/課外活動/其他:_____)
 (Please circle: Main subjects/Moral Education and Civics /Religious Classes/Extracurricular Activities/Others:_____)
 - 連結跨學科合作 指連結不同的學科來訓練學生進行義工服務，如音樂堂練習牧童笛後到老人院表演等
 Linking interdisciplinary collaboration involves connecting various fields to prepare students for volunteer work, like practicing musical instruments in a music hall and later performing at an elderly centre
 (請圈出:主科/音樂/體育/課外活動/其他:_____)
 (Please circle: Main subject/Music/Physical Education/Extracurricular Activities/Others:_____)
 - 融入學校的氛圍 指鼓勵及肯定學生進行小善幸及義工服務
 Integrating into the school environment involves motivating and supporting students to engage in good deeds and volunteer work.
 (請圈出:早會分享小善幸/設立班際比賽/嘉許機制/壁報板/其他:_____)
 (Please circle: Sharing small kindnesses in the Morning Assemblies /Establishing inter-class competitions/Recognition mechanism/Poster board/
 Others:_____)

第二部分 - 聯絡人資料 Part B – Contact Person

- 姓名 Name (中 Chinese) (英 English)
- 職位 Title
- 聯絡電話 Phone No.
- 電郵 Email
- 香港教育城負責老師
Name of HKED City Responsible Teacher
 - 5.1 電郵 Email
 - 5.2 聯絡電話 Phone No.

第三部分 - 計劃參與詳情 Part C – Initial Preference

有意於 2024/25 學年（2024 年 9 月– 2025 年 7 月）參與的學校，請填寫以下資料。
Schools interested in participating for the 2024/25 academic year (September 2024 - July 2025) can fill out the information below.

課程 A - 義工體驗計劃 (1) / 級本參與

Component A – “Becoming a volunteer” structured lesson (Form-Based)

備註：每間學校必須安排至少一級學生參與課程 A

Note: Mandatory to enroll at least one class of students in Component A.

	參與級別 Target Form	班別數目 No. of Class	學生數目 No. of Students	主題內容 Social Issue Themes A. 老齡化及長者照顧 Ageing and Elderly Care B. 社會共融 Social Inclusion C. 扶貧 Poverty Alleviation D. 環境及可持續發展 Environment and Sustainability	參與學期 Participate in the semester *請刪去不適用者 *Please delete as appropriate
例 Example	P.4	4	120	A *請填寫代號 Please fill in the Code	上學期 / 下學期 1 st Semester / 2 nd Semester
1.					上學期 / 下學期 1 st Semester / 2 nd Semester
2.					上學期 / 下學期 1 st Semester / 2 nd Semester
3.					上學期 / 下學期 1 st Semester / 2 nd Semester
4.					上學期 / 下學期 1 st Semester / 2 nd Semester

課程 B - 義工實踐計劃 / 班本參與

Component B – “Serve in Community” field service opportunity (Class-Based)

備註：實際服務內容機構會於稍後與學校商議並跟進

Note: Actual service nature will be subject to further discussion with schools.

	參與級別 Target Form	班別數目 No. of Class	學生數目 No. of Students	主題內容 Social Issue Themes A. 老齡化及長者照顧 Ageing and Elderly Care B. 社會共融 Social Inclusion C. 扶貧 Poverty Alleviation D. 環境及可持續發展 Environment and Sustainability	參與學期 Participate in the semester *請刪去不適用者 *Please delete as appropriate
例 Example	P.4	4	120	A *請填寫代號 Please fill in the Code	上學期 / 下學期 1 st Semester / 2 nd Semester
1.					上學期 / 下學期 1 st Semester / 2 nd Semester

【中學適用】
[For Secondary School Use only]
課程 C - 義工領袖計劃 / 小組參與
Component C – “Start a service” student-led project (Group-Based)

備註一：每間中學最多可安排 2 隊，每隊 8-10 人(可來自不同的級別和班別)參與課程 C

Note 1: Each school can organize up to 2 teams, with each team consisting of 8-10 participants (who can be from various grades and classes) for Component C.

備註二：若參與的學生來自不同級別，請於以下空格填寫相應級別和學生數目

Note 2: In case the participating students are from different grades, kindly indicate the respective grade and the number of students in the provided space below.

	參與級別 Target Form	學生數目 No. of Students	主題內容 Social Issue Themes A. 老齡化及長者照顧 Ageing and Elderly Care B. 社會共融 Social Inclusion C. 扶貧 Poverty Alleviation D. 環境及可持續發展 Environment and Sustainability	參與學期 Participate in the semester *請刪去不適用者 *Please delete as appropriate
例	F.3-5	8	A *請填寫代號 Please fill in the Code	上學期 / 下學期 1 st Semester / 2 nd Semester
1.				上學期 / 下學期 1 st Semester / 2 nd Semester
2.				上學期 / 下學期 1 st Semester / 2 nd Semester

第四部分 - 參與學校的角色及定位 Part D - Expected Commitments from Participating Schools

- 教師主動參與及支援課程
Active teachers' participation and support throughout programme delivery
- 安排充足課堂時間以確保課程順利落實
Arrangement of sufficient lesson time to facilitate programme delivery
- 檢視及鼓勵學生按時提交「小善幸」
Facilitation and monitoring of students' performance of good deeds submission
- 為計劃提供反饋
Willingness to provide feedback on programme

我已閱讀以上「參與學校的角色及定位」的內容，並承諾本校將會積極參與及支援計劃推行。
I have read the “Expected Commitments from Participating Schools” section and our school is able to meet the stated commitments

致：「賽馬會眾心行善 - 義工推廣校園夥伴計劃」計劃推行方
To: JC VOLUNTEER TOGETHER – School Based Programme (programme implementer)

《參與學校聲明書》

聲明如下：

有關「教學管理系統 (Learning Management System)」及透過「香港教育城」帳號登入

- 本校明白參與計劃時，參加學生均須透過「教學管理系統 (Learning Management System)」管理學習過程，如提交「善幸 (Good Deeds)」紀錄，而相關教學人員亦須透過該系統，查看學生學習進度及「善幸 (Good Deeds)」紀錄等。
- 本校明白及同意，計劃推行方將使用學校提交之師生名單及其「香港教育城」資料用作登記「教學管理系統 (Learning Management System)」，完成登記後師生可透過單一登入 (Single Sign-On) 技術，以其「香港教育城」帳號登入「教學管理系統 (Learning Management System)」，並已獲師生事前同意。

有關活動影像攝錄

- 本校明白參與計劃時，計劃推行方或會進行活動拍攝，所得之影片及照片或會用作計劃宣傳之用，並事前已獲師生同意。

有關活動進行風險

- 本校明白計劃推行方會盡量確保計劃活動在安全的情況下進行，且已投保公眾責任保險 (第三者保險)；本校會按需要自行考慮是否為學生額外購買其他活動保險。
- 本校已確保所有參加者適宜參加計劃活動，參加者在活動過程中，必須遵守導師之指示及安全守則。
- 本校明白及同意參加者如因個人疏忽或違反以上聲明第四、五項而引致任何意外，均與計劃推行方無關。

有關活動安排

- 本校明白計劃為確保不同學校均有機會參與計劃，報名表上填寫的參加情況與實際可安排的參加情況或許有別，機構將進一步與學校聯繫商討。

[Declaration for Participating School Declaration]

The statement is as follows:

"Learning Management System" and logging in through "Hong Kong Education City" account

- Our school acknowledges that during program participation, students are expected to utilize the "Learning Management System" to oversee the learning process. This includes activities like submitting records of "Good Deeds." Additionally, teaching staff will use this system to monitor students' learning progress and access their "Good Deeds" records.
- Our school acknowledges and consents to the programme implementer utilizing the list of teachers and students provided by the school along with their "Hong Kong Education City" information for registering in the "Learning Management System." Following registration, teachers and students can access the "Teaching Management System (Learning)" using Single Sign-On technology through their "Hong Kong Education City" accounts. This process has been carried out with the prior consent of teachers and students.

Image recording

- Our school acknowledges that during project participation, the programme implementer may record the event, and the videos and photos produced may be utilized solely for promotional purposes related to the Programme, provided that prior consent from teachers and students is obtained.

Risks associated with carrying out activities

- Our school acknowledges that the programme implementer will try to conduct project activities under safe conditions and has acquired public liability insurance. The school will assess the necessity of obtaining additional student insurance as required.
- Our school has verified that all participants meet the requirements to partake in the scheduled activities. Participants are required to follow the instructor's guidance and adhere to safety regulations during the activities.
- Our school acknowledges and agrees that any accidents resulting from personal negligence or violations of items 4. and 5. in the statement above are not the responsibility of the programme implementer.

Activity arrangements

- Our school acknowledges that to ensure equal opportunity for participation across different schools, the registration information may differ from the actual arranged participation. The organization will further liaise with schools to discuss the arrangements.

第五部分 - 授權

Part E – Authorization

授權人資料

Information of authorizer

- | | | | | |
|--|--|--------------------|--|---|
| <ol style="list-style-type: none"> 校長姓名
Name of Principal 校長簽署
Signature of Principal 日期
Date | <div style="border: 1px solid black; width: 200px; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; width: 200px; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; width: 200px; height: 20px;"></div> | <p>(中 Chinese)</p> | <div style="border: 1px solid black; width: 250px; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; width: 150px; height: 150px; margin-top: 50px;"></div> | <p>(英 English)</p> <p>3. 學校印章
School Chop</p> |
|--|--|--------------------|--|---|