

**Prevention of Coronavirus Disease 2019 (COVID-19)
Health Protection Measures for Schools
(applicable during periods when face-to-face classes
are held in the 2022/23 school year)**

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1. Vaccination

- Vaccination is the most effective safeguard measure against COVID-19 and can reduce the risk of severe cases and fatalities. Schools should strengthen the promotion of vaccination to students (especially boarders of special schools), parents, as well as their family members, and encourage them to get vaccinated actively. Schools can add the link of the website of the COVID-19 Vaccination Programme to the school website to facilitate students and parents to obtain the latest vaccination information. The relevant link is as follows:
<https://www.covidvaccine.gov.hk/en/>

1.1 Calculation of number of vaccine dosage

- Arrangements for whole-day face-to-face classes:
 - For secondary schools: secondary schools with the number of students who have received **two doses** of vaccine for more than 14 days for the whole school or an individual class level reaching 90% or more of the number of students of the whole school or an individual class level eligible to receive vaccination may apply to the Education Bureau (EDB) to arrange whole-day face-to-face classes and after school activities for the whole school or an individual class level. The arrangement will continue until 31 January 2023. Starting from 1 February 2023, all secondary schools (including secondary sections of special schools) will fully resume whole-day face-to-face classes regardless of the vaccination rates.
 - For primary schools: starting from 1 December 2022, primary schools with students who have received **two doses** of vaccine for more than 14 days for the whole school or an individual class level reaching 70% or more of the total number of students of the whole school or an individual class level eligible to receive vaccination may apply to the EDB to arrange whole-day face-to-face classes for the whole school or

an individual class level and after school activities. The arrangement will continue until 14 February 2023. Starting from 15 February 2023, primary schools (including primary sections of special schools) will fully resume whole-day face-to-face classes regardless of the vaccination rates.

- Students who are for the time being unfit for vaccination with valid medical proofs, students who have previously been infected with COVID-19 which render them unable to be vaccinated¹, and those who are not in Hong Kong will not be counted towards the total number of student population eligible to receive vaccination.
- Arrangements for extra-curricular activities:
 - As the “Vaccine Pass” requirement has been lifted since 29 December 2022, the arrangement for after school activities has also been relaxed. For schools conducting half-day face-to-face classes, all students (including secondary schools, primary schools and kindergartens and kindergarten-cum-child care centres (hereafter referred to as “KGs”)) can return to schools for after-class activities on the other half-day. All students who lack carers to take care of them at home may also stay at school for activities.
- In general, a person who has been infected with COVID-19 requires one less dose of COVID-19 vaccine than others.
- In order to maximise the vaccines’ effectiveness and enhance the immune response after vaccination, a minimum interval of 14 days between a dose and a COVID-19 infection episode is required. If an individual acquired COVID-19 infection and was tested positive for the first time within 14 days after receiving vaccination, they should not take one less dose of COVID-19 vaccine despite this infection episode. For points to note for

¹ These students must take the next dose of vaccine according to Department of Health’s recommendations after their recovery. Please refer to the following for details:
(https://www.covidvaccine.gov.hk/pdf/recovered_ENG.pdf) (https://www.covidvaccine.gov.hk/pdf/recovered_2_ENG.pdf)

persons with prior COVID-19 infection on receiving vaccination, please refer to the relevant Center for Health Protection (CHP)'s website: https://www.covidvaccine.gov.hk/pdf/factsheet_priorCOVID19infection_ENG.pdf

- For example, when counting whether secondary students have fulfilled the requirements of three doses of COVID-19 vaccine during the period before the full resumption of whole-day face-to-face classes:
 - Students who have never been vaccinated can be vaccinated 30 days after recovery. Secondary students who choose to receive the Sinovac vaccine or secondary students aged 18 or above who choose to receive the BioNTech vaccine should receive a total of two doses of the vaccine after recovery. Students aged 5 to 17 who choose the BioNTech vaccine will only need one dose of the vaccine after recovery. For details, please refer to the following link:
https://www.covidvaccine.gov.hk/pdf/recovered_ENG.pdf
 - For recovered students who have received their first dose of vaccine at least 14 days before infection: secondary students who have received a dose of Sinovac vaccine prior to infection, or secondary students aged 18 or above who have received a dose of BioNTech vaccine prior to infection are only required to get one dose of the vaccine after recovery. Students aged 5 to 17 who have been vaccinated with a dose of BioNTech vaccine before infection are not required to receive further doses after recovery. They will be considered to have met the vaccination requirements, and can be calculated as a percentage required for schools to apply for whole-day face-to-face classes, as well as to participate in non-academic extra-curricular activities after school or another half-day of school. For relevant vaccination requirements, please refer to the following link :
https://www.covidvaccine.gov.hk/pdf/recovered_2_ENG.pdf

- Students who have received two doses of the vaccine prior to infection are considered to have met the vaccination requirements and do not need to receive further doses after recovery.
- All secondary students having received three doses of vaccine will be considered as meeting the vaccination requirements and need not wait for 14 days after vaccination.
- The Government will update the vaccination arrangements for various age groups from time to time, including the required dosage for vaccination (including the third dose, and fourth dose for groups with specific needs). Schools may share the relevant information to parents to enhance their understanding and encourage them to arrange their children to get vaccinated as early as possible. For details, please refer to the following website:
<https://www.covidvaccine.gov.hk/en/recommendedDoses>
- For the list of COVID-2019 vaccines that are recognised for relevant purposes as specified by the respective specification or direction announced by the Government, schools may refer to the following “List of COVID-19 Vaccines Recognised for Specified Purposes” if necessary: (https://www.coronavirus.gov.hk/pdf/list_of_recognised_covid19_vaccines.pdf)

1.2 Lifting the “Vaccine Pass” Requirement

- The “Vaccine Pass” requirement for the school sector has been lifted since 29 December 2022. All teachers, school staff, and other persons are no longer required to possess a valid “Vaccine Pass” for entering schools.

1.3 Facilitation Measures for Vaccination

- To facilitate vaccination of students through arrangements made by schools, schools (including KGs, primary schools and secondary schools) can arrange vaccination via the following means:

(i) Vaccination Subsidy Scheme (VSS) at COVID-19 Vaccination Programme at Non-Clinic Settings (i.e. doctors providing outreach on-campus vaccination service) (applicable to KGs, primary schools and secondary schools. Schools may contact VSS doctors directly for arrangement.)	Sinovac vaccine (aged 6 months or above)
(ii) Community Vaccination Centre (CVC) through group bookings made by schools	Sinovac vaccine (6 months or above) BioNTech vaccine (aged 12 or above)
(iii) Designated Student Health Service Centre of the Department of Health (DH) through group bookings made by schools (only applicable for students)	Sinovac vaccine (students aged 3 to 17) BioNTech vaccine (students aged 5 to 11)
(iv) Children Community Vaccination Centre through group bookings made by schools	BioNTech vaccine (aged 6 months to 11 years)

For details of the interval between each dosage recommended by the health experts, please refer to the following website:

https://www.covidvaccine.gov.hk/pdf/FAQ_children_adolescents_ENG.pdf

- Influenza vaccination is one of the effective ways to prevent influenza and its related complications. It can reduce hospitalisation as well as fatalities. Persons having infected by influenza and COVID-19 simultaneously will have a higher risk of having serious illnesses or even fatalities. Hence, we strongly appeal to schools to arrange influenza vaccination for teachers, school staff and students. Schools may refer to the webpage for Vaccination Schemes for details: <https://www.chp.gov.hk/en/features/17980.html>

2. Precautionary Measures

2.1 General Principles

- Maintain appropriate social distance with other people, avoid going to crowded or staying in poorly ventilated places;
- Maintain good personal hygiene, perform hand hygiene properly and avoid touching eyes, noses and mouths;
- Maintain good environmental hygiene by frequent cleaning and disinfection;
- Maintain healthy life style, keep strong, and strengthen the immune system;
- If having fever or respiratory symptoms, avoid going to crowded places and seek medical advice immediately.

2.2 Environmental Hygiene

2.2.1 Ventilation

- Schools should maintain good indoor ventilation. Doors/windows of school halls, classrooms and special rooms should be kept open as appropriate to increase flow of fresh air. If fans (e.g. wall, circulating or exhaust fans) are used in indoor areas, exchange of outdoor air should be increased at the same time by, say, opening windows or maximising fresh air intake of air conditioners. Schools should minimise as far as possible having air blowing directly from one person (or a group of people) to another. If air-conditioning systems are used, schools should open windows from time to time to ensure there is sufficient fresh air supply, and should ensure that the air-conditioning systems function normally. For rooms without windows or are poorly ventilated, schools should install adequate air purifiers in order to minimise indoor pollutants or viruses. The dust-filters of air-conditioning systems should be cleaned and the filters of air purifiers should be replaced regularly. Schools should also ensure that exhaust fans are located on the different walls / far from the air conditioners to reduce the risk of drawing back the exhausted air into the

indoor areas. The ventilation inlets or outlets must not be obstructed.

- Schools should refer to the guidelines “A Supplement on Ventilation” issued by the DH in 2022 and observe the relevant stipulations. For details, please refer to the website:
https://www.chp.gov.hk/files/pdf/supplement_on_school_ventilation_eng.pdf

2.2.2 Cleaning and Disinfection

- School premises (including boarding section, if applicable) including frequently used classrooms, special rooms, tuck shops/canteens (if any), toilets, etc., should be frequently cleaned and disinfected to ensure their cleanliness and hygiene. To disinfect the school premises, first use 1 in 99 diluted household bleach (mixing 1 part of household bleach containing 5.25% sodium hypochlorite with 99 parts of water) to wipe, leave for 15-30 minutes, and then rinse with water and wipe dry. For metallic surfaces, disinfect with 70% alcohol. For schools with boarding section, a cleansing timetable should be prepared and staff should pay special attention to frequently touched utilities such as door handles, elevator buttons etc. Schools should ensure that there are sufficient masks, gloves, 70-80% alcohol-based hand sanitisers, household bleaches and thermometers in the dormitory.
- To prevent the spread of COVID-19 in schools, schools should adhere to the “Health Advice on Using Water Dispensers”:
https://www.chp.gov.hk/files/pdf/guidelines_on_use_of_drink_fountain_public.pdf
- Liquid soap and disposable paper towels should be provided at places where there are handwashing facilities, e.g. toilets, kitchens, pantries, tuck shops, canteens, art rooms, home economics rooms and other activity rooms. 70-80% alcohol-based hand sanitisers should be provided in

places where handwashing facilities are not available, e.g. entrances of school and individual floor of school buildings.

- Schools should keep toilets clean and dry and provide adequate hand washing facilities including liquid soap, disposable paper towels and lidded rubbish bins. Besides, schools should ensure that the flushing system of the toilets are in proper function at all times, and that users keep toilet lids closed when flushing. For cases where there are no lids for the toilets (such as squat toilets), it is suggested that schools should reduce the amount of objects stored inside the concerned toilet compartments to ensure that the ventilation facilities (e.g. exhaust fans) function normally and to maintain good ventilation. Schools should also disinfect such toilets with 1 in 49 diluted household bleach regularly, and consider installing lids for the toilets or replace the squat toilets with seating toilets. Students should avoid using toilets without lids for defecation. Schools should not alter the drains and pipes without prior authorization, and should pour about half a liter of water into each drain outlet once a week.
- When school premises are contaminated by secretions, vomitus or excreta spillage, use strong absorbent disposable paper towels to wipe them away, then disinfect the surface and the neighbouring area with 1 in 49 diluted household bleach (mixing 1 part of household bleach containing 5.25% sodium hypochlorite with 49 parts of water), leave for 15-30 minutes, rinse with water and wipe dry afterwards. For metallic surfaces, disinfect with 70% alcohol. For places contaminated by blood, use 1 in 4 diluted household bleach instead.

Recommended Use of Household Bleach (5.25% hypochlorite solution)

Dilution ratio	Concentration	Preparation	Usage
1 in 4	10,000 ppm (1%)	One part of household bleach (5.25% hypochlorite solution) in 4 parts of water	For facilities contaminated with blood spillage
1 in 49	1,000 ppm (0.1%)	One part of household bleach (5.25% hypochlorite solution) in 49 parts of water	For surfaces or articles contaminated with vomitus, excreta or secretions
1 in 99	500 ppm (0.05%)	One part of household bleach (5.25% hypochlorite solution) in 99 parts of water	For general environmental cleaning

- Schools can make reference to the CHP’s guidelines, **“Health Advice to Schools for the Prevention of Coronavirus Disease (COVID-19)” (Annex 1)** for details.

2.3 Hygiene and Seating Arrangements of School Buses and School Private Light Buses

- Schools should also ensure that school bus compartments are clean and disinfected. The procedure is : first use 1 to 99 diluted household bleach to wipe, leave for 15-30 minutes, and then rinse with water and wipe dry. For metallic surfaces, disinfect with 70% alcohol. Special attention should be paid to the seats, handrails, seat belts and their locks as well as the gas ports.
- Maintain good ventilation in school bus compartments, ensure smooth operation of the air conditioning systems, and wash and check the filtering facilities and pipes regularly so as to ensure their proper operation. Ensure that there is sufficient supply of fresh air in school bus compartments, and open the windows if possible and safe.
- Drivers, nannies and students should wear well-fitted surgical masks properly before boarding and should not remove the masks during the journey. Schools should seek the assistance of school bus and school private light bus operators to enforce the mask-wearing requirement.

Maximise the use of space in the school bus compartment in order to allow students to distance themselves by decentralised seating arrangements if feasible. To ensure the hygiene and safety of school buses and school private light buses, schools should require the drivers and nannies to check their body temperatures every day before going to work. Anyone having fever must not get on board and drive, and must inform the schools and parents immediately for alternative arrangement. Besides, nannies should take the body temperatures of students before getting on board as far as practicable.

- Schools and the school bus service providers can make reference to the CHP's guidelines, "**Health Advice on Prevention of Coronavirus Disease (COVID-19) for Drivers, Crews and Operational Staff for Public Transport**" (Annex 2), and distribute the document to all school bus drivers, school private light bus drivers and nannies. They should strictly follow the health advice.

2.4 Personal Hygiene

- Schools should remind staff and students to take good care of personal hygiene. Whenever coughing or sneezing, students should use tissue paper to cover their mouth and nose. They should dispose of soiled tissue paper in lidded rubbish bins properly and wash hands thoroughly with liquid soap and water. If staff and students have fever, respiratory symptoms, or sudden loss of taste or smell, they must wear well-fitted surgical masks and should not return to work or school, avoid going to crowded places and seek medical advice immediately.
- Schools should post notices to urge staff and students to wash their hands with liquid soap. To prevent infection, schools are reminded not to provide shared towels for using. In order to increase the capacity of schools to step up cleaning and disinfection of school premises, and provide students, especially young children, with sufficient time for hand

washing, schools may consider adjusting their originally scheduled timetable or extending the recess time whenever necessary.

- Schools may make reference to CHP’s guidelines, “**Health Advice to Schools for the Prevention of Coronavirus Disease (COVID-19)**” (**Annex 1**), and remind the staff and students to pay attention to the following practices of personal hygiene:

2.4.1 Proper Hand Hygiene

- Hand hygiene procedures should be performed properly before touching eyes, noses or mouths, before eating, after using the toilets and touching public facilities such as escalator handrails, elevator control panels, door knobs, or when hands are contaminated by secretion of respiratory tract (e.g. after coughing or sneezing). When hands are visibly soiled, liquid soap with water should be used to wash hands. If hands are not visibly soiled, performing hand hygiene procedures with 70-80% alcohol-based hand sanitisers is also an effective alternative. For methods and steps on performing hand hygiene procedures, schools can make reference to CHP’s guidelines, “**Proper Hand Hygiene**” (**Annex 3**).

2.4.2 Proper Use of Masks

- In general, staff and students must wear well-fitted surgical masks at all times in school premises, on vehicles and in crowded environments to minimise the risk of viral transmission. Masks with exhalation valves or vents which allow exhaling air to escape should not be used. If students cannot wear masks due to their own physical conditions or other reasons, schools can adopt other preventive measures, such as requiring the students to wear face shields or “anti-droplet hats with face shield”. Nevertheless, in light of safety reasons, staff and students with breathing difficulties or requiring special assistance to remove masks are not advised to wear masks inside the school campus or when having school activities. For the proper way of using masks, schools can make reference to CHP’s

guidelines, “**Supplementary Note on Use Mask Properly**” (Annex 4).

- The DH suggests that if school staff tested positive are asymptomatic, they should take good personal hygiene measures when they go out or go to work including wearing well-fitted surgical masks, KF94 masks, KN95 masks or respirators (such as N95 masks) all the time.

2.4.3 Monitoring Body Temperature and Undergoing Rapid Antigen Test

- Schools should require parents to ensure that their children have taken their body temperatures and undergone Rapid Antigen Test (RAT)² before returning to schools, and to bring the “**Record Sheet for Body Temperature and Rapid Antigen Test**” (Annex 5) signed by parents back to schools. When students return to schools every day, schools should monitor their body temperature upon entry to the school premises in order to identify students who are having fever.
- The body temperatures of individuals may vary with age, activity amount and physical conditions. Proper measurement of body temperatures is therefore important to accurately assess whether staff or students are having fever. For parents/schools measuring temperatures for their children/students, and staff measuring temperatures for themselves, they can make reference to the CHP’s guidelines, “**Guidelines Note on Monitoring Body Temperature**” (Annex 6). Schools can distribute the guidelines for parents’ reference.
- Schools may set up body temperature checkpoints with thermometers at

² The EDB will continue the requirements (covering secondary schools, primary schools and KGs) of students for measuring body temperatures and undergoing RATs every day before going to school until 28 February 2023. Persons having positive RAT results are not allowed to return to school. For the arrangements thereafter, the EDB will review the situation and make timely announcement.

the school entrances. If infrared thermometers are used for initial screening of persons with fever, schools should make reference to the normal temperature ranges as advised by the manufacturers. Schools should operate the thermometers according to the instructions from the manufacturers. Please note that infrared forehead thermometers may not detect body temperatures reliably. Should there be doubts on the temperature measured by the infrared forehead thermometers upon the first attempt, schools should use alternatives (for example, infrared ear thermometers) to verify the body temperature.

- Staff who use thermometers to take temperatures for students should take all necessary preventive measures and wear well-fitted surgical masks. Schools should not arrange pregnant staff to take temperature for students. Moreover, schools should require all staff to check their body temperature before returning to schools. If they have a fever, they must not return to schools. They should stay at home to take rest and seek medical advice as early as possible to obtain timely treatment.
- Schools can make reference to the CHP's guidelines, "**Health Advice to Schools for the Prevention of Coronavirus Disease (COVID-19)**" (Annex 1).

3. Learning Arrangements for Face-to-Face Classes

- Taking into account the epidemic development, the EDB from time to time refines the various precautionary measures and points to note, including luncheon arrangements and the organisation of different large-scale events (for example, swimming galas, sports days, parents' days, or speech days etc.). Schools should observe the instructions set out in the EDB's letters and put in place appropriate learning and administrative arrangements in the light of different circumstances.

3.1 Arrangements concerning Timetables and Seats

(i) Secondary and Primary Schools

- Schools should strictly put in place all the anti-epidemic preventive measures, including checking of body temperature, wearing of well-fitted surgical masks for staff and students at all times, maintaining appropriate social distance, avoiding crowd gatherings and ensuring the school premises are clean and hygienic. These measures can enable students to learn in a safe environment. For details, please refer to the guidelines issued by the CHP “**Health Advice to Schools for the Prevention of Coronavirus Disease (COVID-19)**” (Annex 1).
- Schools should avoid crowd gathering of students at school entrances. If possible, schools can arrange students to return to and leave schools by batches, for example, by class or level.
- Schools should also divide students to use shared facilities, such as special rooms, libraries, chapels, music rooms and computer rooms, etc., by batches in order to prevent crowd gathering of students of various levels.
- For classrooms of primary and secondary schools, schools should maximise the use of space in classrooms/environment to maintain a proper distance between students. When seating in groups is arranged for small group discussion activities, students should maintain a proper distance between them.

(ii) Kindergartens

- Starting from 15 February 2023, all KGs will fully resume whole-day face-to-face classes, regardless of the vaccination rates.
- KGs should avoid crowd gathering of parents or students at school entrances. If possible, schools can arrange students to return to and leave

schools by batches.

- KGs should fully utilise the classroom space to allow a proper distance between students.
- To facilitate cleansing and disinfecting work by school and to allow students to have sufficient time for hand-washing, KGs may adjust the originally scheduled school timetable, such as extending the break time or arranging students to have breaks by batches.
- KGs may flexibly arrange students to go to toilets and have snacks by batches under the supervision and assistance of staff. Toys, books, teaching aids, etc. should be regularly disinfected and replaced, and be placed in different corners to scatter the students when conducting learning activities so as to avoid crowd gathering.
- KGs should properly arrange venues and groupings as well as the design of activities according to school-specific circumstances so that students can safely engage in physical activities. During the activities, children should wear well-fitted surgical masks and maintain a certain distance between one another as far as practicable, and be reminded to avoid touching eyes, noses and mouths. They should wash hands before and after the activities. KGs should avoid activities that require touching a common object or sharing of facilities/equipment. If such activities are unavoidably held, KGs must disinfect the related items with diluted household bleach/alcohol after use.
- Teachers and children should wear well-fitted surgical masks and keep appropriate distances during music activities, including singing and rhyming. They should also avoid playing woodwind musical instruments to reduce the risk of viral transmission through droplets. KGs should also avoid children touching common musical instruments. If it is unavoidable, KGs should disinfect the equipment with diluted household bleach/alcohol in between uses.

- KGs should keep the premises clean and arrange appropriate staff to take care of these students. KGs should provide alcohol-based hand sanitisers and disposable paper towels, pay attention to the storage of food and drinks (such as covering drinks with a lid), etc. Schools should put in place the necessary preventive measures to ensure hygiene and cleanness when students are eating.

3.2 Arrangements of Recesses, Snacks and Luncheons

(i) Secondary and Primary Schools

- Students should wear well-fitted surgical masks during recess times, and they should keep a proper social distance with other students in periods such as the recess times, when they are engaging in activities and when they are queueing up for toilets or at the tuck shops. Schools should maximise the use of physical space to maintain physical distances between students during recess times. Schools may consider arranging students to have recess by batches by different class levels, so as to avoid overcrowding in playgrounds and common areas.
- When resuming whole-day face-to-face classes, if schools arrange luncheons for students within the school campus, a better alternative is for schools to make arrangements for students to have individually packed lunchboxes offered by lunch suppliers / operators of catering points, and students should have luncheons under the supervision of teachers / staff. Schools should also ensure that the luncheon venues are well-ventilated with adequate fresh air supply and the seating distribution in the canteens / eating places can allow students to maintain a proper distance between them.
- Students should keep a proper distance between them. Schools can, taking into account their school-based circumstances, schedule students to have

luncheons by batches so as to reduce the number of students staying in canteens/eating places at the same time. If different batches of students have luncheons in a particular venue at different time slots, schools should thoroughly clean and disinfect the venue in between each use.

- Schools should remind lunch suppliers / operators of catering outlets to observe “**Food Safety and Hygiene Advisory for Food Premises on the Prevention of COVID-19**” (Annex 7) and “**Precautions for Food Delivery Agents on the Prevention of COVID-19**” (Annex 8) issued by the Food and Environmental Hygiene Department.
- Schools should remind students that they should perform hand hygiene before and after meals, and they should refrain from talking when their masks are taken off during eating and drinking. The masks should be kept properly and students should put their masks back on immediately after eating or drinking. Students should not share tableware, food, or drinks.
- For special schools, students (especially students of boarding sections) may need intensive medical care. When staff assist children to eat during meals, they should take additional preventive measures and wear appropriate protective equipment as needed such as wearing well-fitted surgical masks and goggles/face shields to protect their mouths, noses and eyes as necessary, in order to avoid contamination by droplets when children sneeze/cough during meals. Before and after arranging students for meals, they should maintain hand hygiene and clean their hands thoroughly.
- If schools (including boarding sections of schools) have to arrange meals for students, they are advised to make reference to “Food Safety Advice on Prevention of COVID-19 and FAQs” of the Food and Environmental Hygiene Department when preparing snacks and luncheons for children: https://www.cfs.gov.hk/english/whatsnew/files/Food_Safety_Advice_on_Prevention_of_COVID-19_and_FAQs_rev_20200228.pdf

- If schools cannot arrange students to have luncheons within the school campuses, they may consider allowing their students to eat out. Students must be reminded to pay attention to personal hygiene.

(ii) Kindergartens

- KGs should flexibly adjust arrangement of toilet time to avoid crowd gathering.
- KGs should fully utilise classroom space and ensure the venues are well-ventilated with adequate fresh air supply. KGs should arrange children to have meals by batches and should maintain a proper distance between them to reduce their risk of infection.
- KGs should remind children to refrain from talking when their masks are taken off when having meals, and children should keep a distance with one another as far as possible. They should not share tableware, food, and drinks. They should put their masks back on immediately after finishing meals. KGs should arrange staff to help children keep or handle their masks properly when children have taken them off and wash their hands to ensure hygiene.
- Before and after eating, staff and children must wash their hands properly. After finishing snacks and luncheons, KGs must clean and disinfect the venues thoroughly.
- Individual young children may need to be fed by adults. When staff assist children to eat during meals, they should take additional preventive measures by wearing well-fitted surgical masks and goggles/face shields to protect their mouths, noses and eyes as necessary, in order to avoid contamination by droplets when children sneeze/cough during meals.
- KGs are advised to make reference to “Food Safety Advice on Prevention of COVID-19 and FAQs” of the Food and Environmental Hygiene

Department when preparing snacks and luncheons for children:
https://www.cfs.gov.hk/english/whatsnew/files/Food_Safety_Advice_on_Prevention_of_COVID-19_and_FAQs_rev_20200228.pdf

3.3 Nap Arrangements for Kindergartens

- For children taking afternoon nap at school, KGs should review the sleeping places for children to ensure that the places are well-ventilated with adequate fresh air supply. The arrangements and locations for afternoon nap should be properly adjusted to maintain a proper distance between children and to avoid close face-to-face settings during the naps. KGs may also consider installing partitions between beds to reduce the risk of infection.

- From the infection control perspective, children in school should wear well-fitted surgical masks as far as possible unless under the following conditions (due to safety reasons):
 - (i) people with breathing difficulties;
 - (ii) people requiring special assistance to remove masks.

- KGs may consider whether the children should wear masks taking into account other practical issues. If children would not wear masks during afternoon naps, KGs should ensure children to refrain from talking when their masks are taken off, and children should keep a distance with one another as far as practicable. Children have to put their masks back on immediately afterwards.

- When the afternoon nap sessions are over, KGs must clean and disinfect the venues and beds thoroughly. Bed sheets/quilts should be placed separately from beds. Children's belongings should be stored separately according to individual children and should not be mixed. Bed sheets/quilts must be washed and disinfected frequently to ensure cleanness and hygiene.

3.4 Points to Note for Specific Subjects in Secondary and Primary Schools

- For relevant guidelines related to learning activities of Physical Education, Music, Visual Arts, General Studies for Primary Schools, Science subjects, Home Economics / Technology and Living, Design and Technology, Information and Communication Technology, please refer to the EDB's websites as follows:

Physical Education

https://www.edb.gov.hk/en/curriculum-development/kla/pe/Guidelines_Physical_Activities_COVID-19/index.html

Music

https://www.edb.gov.hk/attachment/en/curriculum-development/kla/arts-edu/COVID-19_Music_en.pdf

Visual Arts

https://www.edb.gov.hk/attachment/en/curriculum-development/kla/arts-edu/COVID-19_VA_en.pdf

General Studies for Primary Schools

<https://www.edb.gov.hk/en/curriculum-development/cross-kla-studies/gs-primary/new.html>

Science Subjects

https://www.edb.gov.hk/attachment/en/curriculum-development/kla/science-edu/COVID-19_SE.pdf

Home Economics / Technology and Living

https://www.edb.gov.hk/attachment/en/curriculum-development/kla/technology-edu/whats-new/Guideline_HE_T&L.pdf

Design and Technology

<https://www.edb.gov.hk/attachment/en/curriculum->

[development/kla/technology-edu/whats-new/Guideline_D&T.pdf](https://www.edb.gov.hk/attachment/en/curriculum-development/kla/technology-edu/whats-new/Guideline_D&T.pdf)

Information and Communication Technology

https://www.edb.gov.hk/attachment/en/curriculum-development/kla/technology-edu/whats-new/Guideline_ICT.pdf

3.5 Arrangements of Assemblies/ Activities

- The Government has lifted the social distancing measures, except the mask-wearing requirement. When schools conduct assemblies and activities, the ventilation requirements and other appropriate social contact arrangements can be taken into consideration.
- Before and after participating in activities, participants should perform hand hygiene procedures properly. After an activity, schools should thoroughly clean and disinfect the venue with 1 in 99 diluted household bleach and disinfect metallic surfaces with 70% alcohol.
- Students should reduce the chances for shared use of books and pay attention to their hand hygiene when they use shared books.
- When conducting physical group activities, schools should ensure that the venues are well-ventilated. All participants should wear well-fitted surgical masks and a proper distance between participants should be maintained.
- If schools have to organise on-campus mass events such as speech days, parents' days, open days, campus visits, etc., they should maintain adequate social distances and strictly observe various anti-epidemic measures, including ensuring that the venues are well-ventilated. All participants should wear well-fitted surgical masks, and in principle, a proper distance should be maintained between participants.

- Schools should take into account the Government's anti-epidemic measures, the operation of schools, the anti-epidemic requirements of other regions and other relevant conditions, in planning their exchange tours to the Mainland and overseas.

4. Arrangements for Testing and Reporting at Schools

4.1 Early Identification and Reporting

4.1.1 Conduct Rapid Antigen Test

Teachers and School Staff

- Starting from 30 January 2023, all staff (including teaching and non-teaching staff of secondary schools, primary schools, kindergartens and special schools), school bus and school light bus drivers as well as escorts are not required to complete RAT on every school day.
- For teachers and school staff having positive results from self-arranged test, they should inform the schools concerned immediately so that schools can follow up accordingly. For teachers and school staff tested positive with symptoms (e.g. fever, cough, shortness of breath, or sudden loss of taste or smell), they should seek medical advice as soon as possible to obtain timely treatment and should not go to school. As the Government will no longer issue isolation orders, teachers and school staff should seek medical advice from a registered medical practitioner in order to obtain a valid sick leave certificate to apply for sick leave with the schools concerned. Schools should, in accordance with school-based mechanisms, handle the applications of sick leave from teachers and school staff based on the actual circumstances and in compliance with the Education Ordinance, Education Regulations, Employment Ordinance and the provisions and procedures set out in the Codes of Aid as well as the guidelines issued by the EDB.

- For asymptomatic teachers and school staff with positive test results, they can go out on their will or go to work, but they should take proper personal hygiene measures including wearing well-fitting surgical masks, KF94, KN95 masks, or respirators (such as N95 masks) at all times, etc. and avoid having contact with high-risk individuals or having meals with other people at the same table. In addition, they should not go to crowded places and attend mass gatherings in order to lower the risk of transmission. Infected persons should observe their own health condition at all times, and seek medical advice as soon as possible if symptoms develop or worsen.
- Schools should explain clearly the school-based arrangements with teachers and school staff in advance, and should maintain communication with stakeholders (including parents) and handle their related enquiries.

Students

- Students (including students of secondary schools, primary schools, kindergartens and special schools) are required to complete RATs on every school day. The relevant arrangements will temporarily continue until 28 February 2023. The EDB will review the situation and make timely announcement regarding the arrangement thereafter.
- Generally speaking, RAT should be conducted in the morning every day. Only persons obtaining negative test results are allowed to return to schools for lessons. Parents should follow the instructions and timely report the RAT results of their children before the latter go to schools. Schools should remind parents that students tested positive should not return to schools and such cases should be reported to schools immediately. **Students concerned should continue to undergo RATs every day and take sick leave during the period when they are tested positive; and if they are tested negative, they can resume schooling. The CHP advises that, for hygiene's sake, students should not bring their used RAT devices to schools.**
- Schools should request parents that they should ensure that their children have completed RATs (including extra-curricular activities conducted on

Saturdays) every day before returning to school and bring the “**Record Sheet for Body Temperature and Rapid Antigen Test**” (Annex 5) signed by the parents/guardians to schools.

- Schools may conduct spot checks and ask students concerned to re-test as appropriate.
- Schools may remind parents that when choosing RAT kits, reference could be made to the following lists:
<https://www.coronavirus.gov.hk/rat/eng/rat.html>
- Parents taking their children to schools or picking up their children from schools are exempted from conducting RATs.

Undergoing Rapid Antigen Tests at school

- If students have not completed RATs timely before returning to schools, provided that prior consents of the parents have been obtained, schools should assist students to undergo RATs (e.g. by giving a student a RAT test kit and ask the student to conduct the test by himself/herself, or having a school staff to assist the student to complete the test).
- The RAT testing can be conducted in a playground or a designated room such as the medical room. The room should be well-ventilated with door / windows open to increase fresh air as appropriate. A better venue will be one installed with an exhaust fan or an air purifier to reduce indoor pollutants or viruses. The staff who assists the student concerned to take RAT must wear a well-fitted surgical mask, gloves and face-shield. Personal hygiene and environmental hygiene must be observed while taking the respiratory specimen. After completing the test, the staff must wash their hands. If the environment is contaminated during the process, the school must clean the environment with 1 in 49 diluted bleach solution. For metallic surfaces, use 70% alcohol to disinfect the area. After conducting the test, wrap and seal all the components of the test kit carefully according to manufacturers’ instructions, dispose of them properly, and wash hands afterwards. Upon completion, cleansing and disinfection of the room, tables and chairs should be conducted. More

information on undergoing RATs can be found in the following website:
<https://www.coronavirus.gov.hk/rat/eng/rat.html>

Handling of Cases Tested Positive with RATs at School

- When a test conducted at schools is positive, take a photo immediately after reading the test result. To avoid further spread of the virus, the school should keep the student at the testing venue and prevent other persons from entering the venue. In addition, the school should remind the student to wear a well-fitted surgical mask and keep his/her hands clean and hygienic, inform the parent/guardian immediately and arrange the student to go home as early as possible.

Reporting Students Tested Positive

- School are required to collect positive results confirmed by RATs for all students under their school-based mechanism and report case(s) tested positive (if any) via CHP's dedicated website (<https://www.idea.gov.hk/chp-cdb/SCHOOL>) before 10 a.m. every day (2:00 p.m. every day for afternoon sessions of the schools) . Even if there is no case on that day, school should also report in the system to confirm.
- Kindergartens-cum-child care centres must report cases of the kindergarten portion as well as the child care centres portion under them.
- If activities are conducted on Saturdays, schools should report case(s) tested positive (if any) via CHP's dedicated website (<https://www.idea.gov.hk/chp-cdb/SCHOOL>)
- The CHP will take follow-up actions upon receiving the positive case notifications from schools. The CHP will conduct epidemiological investigations and consider other anti-epidemic measures. Taking into account the actual circumstances, the CHP will decide whether to contact the schools to give further instruction. Generally speaking, the CHP will not contact schools only having sporadic cases. If the positive cases have reached a particular level, schools should refer to para. 4.2 of the

guidelines for follow-up actions.

- As the reporting of cases involve the personal data of students, schools should pay attention to the “Guidance for Schools on the “Collection and Use of Personal Data of Teachers, Staff and Students during COVID-19 Pandemic” issued by the Office of the Privacy Commissioner for Personal Data when collecting data and reporting cases. (Website: https://www.pcpd.org.hk/english/resources_centre/publications/files/guidance_covid19.pdf)

Boarding Section of Special Schools

- Same as the requirements for non-boarding students, **special schools should require all boarders to undergo RATs every day before they go to schools.** As the boarding sections of special schools are still in operation during school holidays, schools should require all boarders to undergo RATs on non-school days to strengthen the health protection for boarders. In addition, boarding section should pay attention to the mental and physical health conditions of their students. In case any peculiar symptoms are observed, schools should take body temperatures for the students, and maintain close communication with teachers, school staff, parents and students
- **If it is necessary to obtain health advice, schools may call the CHP’s Hotline (Telephone: 1830111, operates during 9am to 8pm every day) or email to (group_occ_notification@dh.gov.hk) for enquiries.**
- **If boarders who wish to stay in community isolation facilities (CIF), schools or parents/guardians may use the following communication channels to contact the Fire Service Department (FSD) for transfer arrangements to the CIF to stay up to seven days. The boarders must be accompanied by parents/guardians to stay in CIF:**
 - **WhatsApp (24 hours): 5233 2939 (click the link below to send a message**

to HKFSD)

<https://wa.me/85252332939?text=我需要入住隔離設施>

- Email: fsd_cif@hkfsd.gov.hk;
- WeChat: fsd_cif
- All applicants for the CIF should observe the [Penny's Bay Community Isolation Facility Admission Guideline](#).
- Boarding sections should pay close attention to health conditions of the boarders who are waiting for arrangement to the hospital or CIF. If they develop serious symptoms, they should be arranged to the Accident and Emergency department as soon as possible.
- Schools may handle the admission arrangements for its borders according to its own school-based mechanism and communicate with parents as early as possible for their advance preparations. Vaccination is the most effective safeguard measure as it can prevent severe cases and reduce risk of fatalities effectively. Schools continue to encourage borders to receive vaccination to strengthen their protective barrier.

4.1.2 Pay Attention to the Health Situation of Teachers and Students

- To strengthen the preventive measures against COVID-19 and heighten the vigilance of staff towards students' health, principals and teachers should pay attention to the mental and physical health conditions of their staff and students. In case any peculiar symptoms are observed, schools should take body temperatures for the staff and students. Schools should prevent staff or students who feel unwell from taking off their masks in the school campus for undergoing RAT. If any staff and students feel unwell, schools should arrange the patients to the medical room to take rest. If the patient is a student, schools should inform the parents to take the student back home and advise the parents to arrange the student to seek

medical advice. In case the student has a fever or is seriously ill, but the school cannot contact his/her parents or guardians, the student should be sent to the emergency department of a nearby hospital for medical treatment. The staff who are temporarily taking care of the student should wear a well-fitted surgical mask and gloves and put in place all precautionary measures.

- Schools should remind students to pay attention to the health conditions of themselves and their counterparts. In case anyone feels unwell, one should inform teachers and staff as soon as possible.
- For staff or students who are absent from schools, schools should keep close contact with the staff or parents/ guardians concerned to find out their reasons for absence and keep proper sick leave records for early identification of illnesses.

4.2 Mechanism for Suspending Face-to-Face Classes

- The CHP will initiate epidemiological assessment for reported cases, and consider taking the appropriate follow-up measures, including assessing the need to suspend face-to-face classes in accordance with the outbreak situation of the school, requiring the school to conduct thorough disinfection and requiring the school to enhance ventilation. Schools should report the relevant situations to the Incorporated Management Committee (IMC) / School Management Committee (SMC) / KG Operators. Generally speaking, if a cluster outbreak has been identified for a particular class (for example, if 30% or more of students in a particular class report positive RAT results), the CHP will, taking into account all other related factors and the risk assessment, consider suspending the class concerned for 5 days. If the CHP suggests suspension of face-to-face classes, schools should inform the stakeholders (including parents, students, staff and school sponsoring bodies, etc.) and the respective school development sections / Joint Office for Kindergartens and Child Care Centres (JOKC) of the EDB of the

suspension arrangements.

- For some KGs with relatively small in operating scale, if some teaching staff or other support staff (such as school bus drivers, nannies, etc.) who are tested positive and develop symptoms fail to return to school to work or provide services such that the normal operation of the school is seriously affected, after obtaining the consent of the KG operator, the school may switch to other modes of learning, but the school should keep the school premises open during this period to take care of students who need to return to school. KGs should notify their stakeholders (including parents, students, staff, etc.) as soon as possible, properly handle parents' enquiries, and try to inform their respective School Development Section / Joint Office for Kindergartens and Child Care Centres under EDB in advance before announcing the relevant arrangements.
- If suspension of face-to-face classes and school activities are required, schools must remain open during the period to take care of students who have to return to schools because of the lack of carers to take care of them at home.

4.3 Administrative Arrangements for Schools

4.3.1 Informing Parents

- When a student is identified as a confirmed case of COVID-19, the school should issue letters to parents to let them know more about the situation as well as the measures taken by the school to ease their minds, and remind them to pay attention to their children's health conditions.
- As mentioned in para. 4.2, if there are a certain number of cases tested positive, the CHP will initiate epidemiological assessment and consider taking the appropriate follow-up measures, including assessing the need to suspend face-to-face classes. If it is required to switch to online learning or other modes of learning, the school should inform parents of the related

arrangements for parents' better preparation. Schools may make reference to **“Notification for Confirmed Cases of COVID-19 (Sample letter to all parents)” (Annex 9)** and inform parents by a letter the related situation and corresponding arrangements.

4.3.2 Cleansing and Disinfection of School Premises when there is(are) suspected/confirmed case(s) of COVID-19

- Schools should strengthen the disinfection measures of the school premises, and remind all staff and students to step up preventive measures based on the advice. Staff responsible for cleansing should wear appropriate personal protective equipment including KN95 respirators/well-fitted surgical masks, latex gloves, disposable gowns, eye protections (goggles/face shields) and caps (to be used when necessary). After the cleansing procedure, staff should carefully dispose of the wastes, take off and handle the personal protective equipment and perform hand hygiene procedures.
- Schools have to disinfect all possibly soiled areas, surfaces and utilities. They should wipe the affected objects with 1 in 49 diluted household bleach, leave for 15-30 minutes, rinse them with water and wipe them dry afterwards.
- When school premises are contaminated by blood, secretions, vomitus or excreta spillage, use forceps to hold strong absorbent disposable paper towels to wipe them away, then disinfect the surface and the neighbouring area with 1 in 4 diluted household bleach (mixing 1 part of household bleach containing 5.25% sodium hypochlorite with 4 parts of water), leave for 10 minutes, rinse with water and wipe dry afterwards. For metallic surfaces, disinfect with 70% alcohol.
- Schools should ensure the venues after disinfection are well-ventilated, and open the windows where appropriate to increase the fresh air supply.

- To equip the personal protective equipment:
(<https://www.youtube.com/watch?v=NL33d3ivsnI>)
- To take off the personal protective equipment:
(<https://www.youtube.com/watch?v=kn44NqqU0y0>)

4.4 Emotional Support

- Facing the continuous occurrence of COVID-19 in Hong Kong and its impact on students' everyday life and learning, and as whole-day face-to-face classes will resume soon, some students may display negative emotion and stress, and may take time to make adjustments. As such, we advise schools to make reference to the EDB's guidelines on **“Providing Emotional Support for Students amid the Epidemic” (Annex 10)**, when helping students cope with emotions and adjust to school life.
- Schools may refer to the following EDB one-stop student mental health information portal **“Mental Health@School”** for the latest information and online resources on supporting the mental health of students (mentalhealth.edb.gov.hk/en/index.html).
- For staff and students receiving treatments, in case they have any mental or psychological pressure, schools should provide them with emotional support and counselling. Schools should strengthen their school-based mechanism, and refer students with mental health needs to school social workers, school-based educational psychologists, guidance personnel or other professionals early to receive appropriate support services. Teachers may also make use of the services provided by the “Teacher Helplines”. To alleviate the impact on the learning of the students concerned, schools need to provide support measures for learning, such as arranging teachers to provide learning materials and advice through phone calls, emails, facsimiles and school websites.

5. Civic Education

- Schools should explain to all staff (including staff of boarding section, if applicable) and students the importance of personal hygiene in preventing the spread of COVID-19. Also, one should seek medical advice immediately when he/she feels physically unwell or detects suspected symptoms.

- To enhance students' knowledge and awareness of prevention of communicable diseases / COVID-19, schools could make use of the curriculum resources of the EDB (the relevant teaching materials can be downloaded from the webpage of Curriculum Development Institute (CDI) <https://www.edb.gov.hk/en/curriculum-development/resource-support/learning-teaching-resource-list/covid-19-kla-resource-lists/index.html>), school-based teaching materials, or resources provided by other organisations / online resources and suitably include the relevant topics in the related curriculum. Teachers could, based on their observation and understanding of actual situations and real cases, guide students to review and analyse the related issues, help them explore the topic of acceptance of one's social responsibility in adversities, and cultivate in them a positive attitude towards life and learning through diversified learning activities and modes. Schools can encourage students to embrace challenges and changes with courage and resilience, and remain positive and strong amid adversities.

- Besides, schools can make use of the chance to nurture students' spirit of caring about oneself and others. Students should pay attention to personal hygiene to prevent infection in the epidemic. At the same time, they should try their best to help, care about and provide support to people who need assistance from others, for example, by sharing their surplus masks to those who have urgent needs, avoiding going to crowded places to protect the health of themselves and others, and supporting those emotionally affected by the epidemic, etc.

- Schools can exhibit health education materials on hand hygiene, cough

etiquette and prevention of COVID-19 in conspicuous places. Relevant information can be downloaded from the website of the CHP <https://www.chp.gov.hk/en/resources/464/102466.html#3>. Schools can set up notice boards for displaying information about local and global situations as well as statistics about COVID-19. On top of information and data, messages to encourage students to cope with the epidemic positively can be included. Inspiring stories and cases can be shared, and schools can offer opportunities for students to express their feelings and thoughts on the issue.

6. Parents' Participation

- Schools can share relevant information to parents via parent letters and electronic channels (e.g. school websites, SMS, mobile applications and other online platforms). Schools may also distribute to parents leaflets or information provided by the EDB or other organisations, such as that about the hotlines and websites of the DH and the EDB, and remind parents to stay vigilant to household and personal hygiene.
- Parents should urge their children to bring tissue paper and masks to schools, take their children's body temperatures and undergo RAT before they go to school every day, and fill in the information as required by schools. Schools would request parents to provide information on students' health condition, including history of illness during the class suspension period, and to confirm if parents have taken their children's body temperatures and undergone RAT before they go to school in accordance with the EDB's requirements. For details of undergoing RAT for students, please refer to para 4.1.
- Schools should make an effort to explain to parents the symptoms of COVID-19 and urge them to be vigilant on their children's health conditions. If their children have fever, respiratory symptoms or sudden loss of taste or smell, etc., they should seek medical advice immediately

and should not go to school. If their children are confirmed with COVID-19, parents should inform the school immediately.

- For students who have been away to places outside Hong Kong, schools should remind their parents to observe the latest advice of the DH. Schools should also stay vigilant and pay attention to the health conditions of these students.

Support and Enquiries

7.1 Department of Health

- DH Hotline : 2961 8968
- CHP Hotline: 183 0111
- Central Notification Office (CENO) of CHP 2477 2772 (Fax 2477 2770)
- 24-hour Health Education Infoline : 2833 0111
- Websites of CHP <https://www.chp.gov.hk/en/index.html>
- Designated website for COVID-19 of The Government of the Hong Kong Special Administrative Region:
<https://www.coronavirus.gov.hk/eng/index.html>

7.2 Education Bureau

- Regional Education Office (according to the locations of schools)
 - Hong Kong Regional Education Office: 2863 4646
 - Kowloon Regional Education Office: 3698 4108
 - New Territories East Regional Education Office: 2639 4876
 - New Territories West Regional Education Office: 2437 7272
 - Joint Office for Kindergartens and Child Care Centres: 3107 2192
- EDB Hotline : 2891 0088

Service Hour: 8:30 a.m. to 6:00 p.m., Monday to Friday, closed on Saturday, Sunday and public holidays.