



International Benchmarking for Health Promoting Schools (Hong Kong)

香港健康促進學校認證系統

獎項申請表格

Award Application Form

指示 Direction

- ◇ 本「獎項申請表格」適用於首次申請、曾申請惟未達到任何評級或申請進階評級之學校。如持有獎項並有意申請維持原有評級之學校，請運用「獎項續領表格」。請於適當的方格內填上☑號，並提供所需資料。
- ◇ This application form can be used for school that is her first time to attempt accreditation; attempted accreditation in the past years but did not achieve an award, or applies for a higher award. If the school is applying for reaccreditation, please use the "Reaccreditation Form" instead. Please put a tick in appropriate boxes and provide information as required.

1. 申請學校界別： 中學 小學 特殊教育學校 幼稚園 / 幼兒園
Applicant Sector: Secondary School Primary School Special School Pre-School
2. 申請學校資料 **Details of Applicant School**
 - 2.1 申請學校名稱 Name of Applicant School
 (中文) _____
 (Chinese) _____
 (英文) _____
 (English) _____
 - 2.2 通訊地址 Correspondence Address
 (中文) _____
 (Chinese) _____
 - 2.3 校長姓名 Name of School Principal
 (中文) _____ (英文) _____
 (Chinese) _____ (English) _____
 - 2.4 曾獲頒最高獎項 Highest award achieved
 金獎 銀獎 銅獎 不適用
 Gold Silver Bronze N/A
 - 2.5 得獎年度 Year of Award _____ 不適用 N/A
3. 學校健康學校統籌資料 **Details of the Healthy School Coordinator**
 - 3.1 學校健康學校統籌姓名 Name of the Healthy School Coordinator
 (中文) _____ (英文) _____
 (Chinese) _____ (English) _____
 - 3.2 職銜 Title _____
 - 3.3 聯絡方法 Contacts
 電話號碼：(辦公時間) _____ (非辦公時間) _____
 Tel. No.:(Office hours) _____ (outside office hours) _____
 傳真號碼： _____ 電郵地址： _____
 Fax No.: _____ E-mail Address: _____

4. 學校組織架構 Organizational Structure of School

4.1 教職員組合 Staff composition

教員數目:

No. of teaching staff: _____

非教員數目:

No. of non-teaching staff: _____

4.2 班級架構 Class structure

每級別之班級與學生數目:

No. of classes and students in each grade:

級別 Grade	班級數目 No. of classes	學生數目 No. of students
共 Total:		

4.3 貴校有否設立以下負責參與制定和推行有關健康學校政策和健康活動的組織、工作小組或委員會?

Does your school have the following association(s), working group(s) or committee(s) responsible for formulating and implementing school policies and activities related to healthy school?

<input type="checkbox"/>	校園健康工作小組或委員會(請註明名稱): Working group or committee for school health (please specify):	(自 _____ 年成立) (Since _____)
<input type="checkbox"/>	危機處理小組 Crisis management team	
<input type="checkbox"/>	家長教師會(自 _____ 年成立) Parent Teacher Association (since _____)	
<input type="checkbox"/>	家長義工隊(隊員約 _____ 人) Parents volunteer (Number of team members: _____)	
<input type="checkbox"/>	職業安全健康委員會 Occupational safety and health committee	
<input type="checkbox"/>	小食部或膳食監察委員會 Tuck shop/ catering services supervising committee	
<input type="checkbox"/>	校車服務管理委員會(請註明名稱): _____ Committee on school bus management (please specify): _____	
<input type="checkbox"/>	學生會 / 學生議會 Student council	
<input type="checkbox"/>	學生健康大使組或學會(請註明名稱): _____ Student Health Ambassador training or Extra Curricular Activity (please specify): _____	
<input type="checkbox"/>	其他(請註明): _____ Others (please specify): _____	

5. 申請意向 Mode of application

- 5.1 本校以獲取**健康學校基石獎**為發展方向。
Our school aims to achieve the **Foundation Award in Healthy School**.
- 本校以獲取**健康學校銀獎或銅獎**為發展方向。
Our school aims to achieve the **Silver or Bronze Award in Healthy School**.
- 本校以獲取**健康學校金獎**為發展方向，並在申請認證年度期間曾積極支援其他學校在健康促進學校上的發展。Our school aims to achieve the **Gold Award in Healthy School** and has proactively supported other schools to develop Health Promoting School (HPS) in the year applied for accreditation.

6. 聲明 Declaration

- 6.1 本校現申請參與 _____ 年度的「香港健康促進學校認證」，以全面了解本校在健康促進學校六大發展領域的狀況和學生的健康需要。本校知悉及願意採取以下策略 (1) 六大發展領域評分；(2) 學校健康教育記錄；(3) 學校環境視察；(4) 以及學校持分者意見統計（基石獎除外），就健康促進學校六大發展領域作全面檢視及跟進，並願意作出適當配合，讓中心委派評估人員到校或透過其他通訊渠道進行資料核對、訪談和環境視察等工作。Our school applies for accreditation under the “International Benchmarking for Health Promoting Schools (Hong Kong)” for academic year to obtain a full picture on the development of HPS and the needs of the students in our school. We understand and agree to fully review the HPS status and take necessary action by use of various strategies: (1) Evaluation on the 6 Key Areas; (2) Health Education Records; (3) Physical Environment Observation; and (4) Stakeholders’ Surveys (except for Foundation Award). Our school is also willing to cooperate with Centre for Health Education and Health Promotion of The Chinese University of Hong Kong (CHEP) to facilitate the auditors to conduct documentary review, interviews, physical environment observation or related data collection processes in our school and via other communication channels.

校長簽署：
Signature (Principal):

姓名(正楷)：
Name in Block
letters:

日期：
Date:

健康學校統籌簽署：
Signature (Healthy School
Coordinator):

姓名(正楷)：
Name in Block
letters:

日期：
Date:

7. 申請程序 Procedures of application

- 學校可將填妥的表格於十二月三十一日（金、銀、銅獎）或二月二十八日（基石獎）前以傳真形式遞交（852-2694 0004），申請者將於截止後一個月內獲書面通知申請結果。Completed form can be submitted via facsimile (852-2694 0004) no later than 31 December (Gold, Silver and Bronze Award) and 28 February (Foundation Award). Applicants will be informed by written confirmation within one month after closing of application.
- 查詢方式：電話 852-2693 3708／傳真 852-2694 0004／電子郵件 chep@cuhk.edu.hk（聯絡人：盧小姐）。
For enquiry, please contact Miss Amelia Lo at 852-2693 3708, or via fax (852-2694 0004) and e-mail (chep@cuhk.edu.hk).

8. 注意事項 Remarks

- 有關健康促進學校表現指標及認證程序之詳情，請參閱「香港健康促進學校認證系統」小冊子，內容亦可從 http://www.cuhk.edu.hk/med/hep/consultancy/c_audit.html 下載。For details of the Health Promoting Schools Performance Indicators, Accreditation Procedure, please refer to the booklet on “International Benchmarking for Health Promoting Schools (Hong Kong)”, the content of the booklet is in Chinese only and can be downloaded from the following website: http://www.cuhk.edu.hk/med/hep/consultancy/c_audit.html.