

EDUCATION AND MANPOWER BUREAU
CIRCULAR MEMORANDUM NO. 229/2003

From: Secretary for Education and Manpower	To: Supervisors of all private schools (including kindergartens and schools under the Direct Subsidy Scheme (DSS) but excluding aided schools not yet fully converted into DSS schools)
Ref. : EMB(SAS)/ADM/150/5/12	
Date : 19 September 2003	

Insurance in Schools

Summary

This circular memorandum is to advise supervisors of all private schools to obtain adequate insurance cover.

Details

2. In the interests of teachers, pupils and the school, supervisors of all private schools, including kindergartens and schools under DSS (excluding aided schools that have not yet fully converted into DSS schools) are advised to seriously consider the need for acquiring adequate insurance to cover public liability for damages arising from fire, accidents and injuries to students and other persons as well as the employees' compensation as required by the Employees' Compensation Ordinance.

3. Supervisors may wish to know that the limit of indemnity for public liability and group personal accident under the Block Insurance Policy for aided and caput schools for the 2003/04 and the 2004/05 school years is HK\$100 million (for each occurrence) and HK\$100,000 (for each student) respectively.

Enquiry

4. Should you have further enquiries, please contact your Senior School Development Officer.

Mrs Betty IP
for Secretary for Education and Manpower

c.c. Heads of government and aided schools/Heads of sections