



Respite Application Form

Registration Date: \_\_\_\_\_ File Ref.: \_\_\_\_\_

(1) Student's Personal Information

Student's Name: \_\_\_\_\_ (Chinese) Age: \_\_\_\_\_ Gender: Male/Female  
 \_\_\_\_\_ (English) Date of Birth: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Special circumstances / special needs (e.g. health, behaviour, diet, etc.) \_\_\_\_\_

(2) Parent/Guardian's Information

Parent / Guardian / Non-parent	Name	Identity Card No.	Emergency Contact No. / Address
Father/Mother/Guardian			
Non-parent (please provide details)			

(3) Total monthly household income: \$0 - \$3,000      \$3,001 - \$5,000      \$5,001 - \$7,000  
\$7,001 - \$9,000      \$9,001 - \$11,000      \$11,001 - \$13,000  
\$13,001 or above      Comprehensive Social Security Assistance

(4) Source of referral: EDB    Other government agencies    NGOs    Child Care Centres  
Self-application (through media such as TV, newspapers, etc.)    Self-application (through other channels: \_\_\_\_\_)

(5) Remarks:

a> I have read the "Brief Guide to the Student Respite Service" and am clear about its contents.

b> \*Please delete where not applicable.

c> Please add a "tick" in the appropriate box.

This form is for the voluntary completion by the student and his/her parent/guardian who apply for occasional student service. After the student has withdrawn from the service, this form will be stored in the school and destroyed after 3 years.

Name of Parent/Guardian: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

Date of Signature: \_\_\_\_\_

(6) Record of Student Respite Service: (to be completed by the school)

Reason for application (please refer to the notes)	Date of service	Mode of payment			
		2 hours or less	4 hours (half day)	6 hours	8 hours or more (full day)

Notes:

- The carer is ill
- The carer is admitted to hospital for delivery, pre/post-natal check-ups/reviews/appointments (e.g. Housing Department, etc. / meetings)  
(please specify)
- The carer visits a family member/relative/friend
- The carer accompanies the ill family member/relative to medical appointments

5. Death of a family member or close relative, funeral service
6. The carer has to take care of other family members with special needs
7. The carer has to attend to special matters (e.g. see a lawyer, go to court, etc.)
8. The carer has to attend educational/interest classes or examinations
9. The carer is away from Hong Kong, on leave or has resigned
10. Moving or home renovation
11. The carer is in prison/family member or sibling in detention (please specify)
12. Other (please specify)