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| **Appendix 3****Application Form for Serving Principal External Observers****(For Application of Individual Principal)**To Permanent Secretary for EducationAttn: Ms YAU So-ching Kindergarten Inspection Section  Room 1216, 12/F, Wu Chung House,  213 Queen’s Road East, Wanchai, Hong Kong  (Please submit the form via email ikg63@edb.gov.hk or fax 3104 0865)I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of the Principal) **apply to take part in** the Serving Principal External Observer Scheme in Quality Review. I have read and understood the duties of and the code of practice for external observers. I have **no less than 10 years of teaching experiences in early childhood education, including no less than 5 years of related managerial and supervisory experiences** (including experiences as senior teacher, vice principal or principal)\*. Details are as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Organisation/School | Position Held\* | Date (Month/Year) | Duration |
| In chronological order |
| From | To | Year | Month |
| *Example：**ABC Kindergarten* | *Teacher* | *12/11* | *08/17* | *5* | *9* |
| *XYZ Kindergarten* | *Senior Teacher* | *09/17* | *08/20* | *3* | *0* |
| *XYZ Kindergarten* | *Principal* | *09/20* | *08/24* | *4* | *0* |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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*\* Full-time experiences acquired as at the application date would be counted. All information collected is for the present application only.*

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| Name of School: School Number:  |
| Contact Number:  | Email:  |
| Signature of School Supervisor: Name of School Supervisor:  |
| Signature of School Principal: Date:  |

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