

To : Tuen Mun Park

Tel. No. : 2451 1144 / Fax No. : 2441 7231

(LCSD shall accept applications commencing at 9:00 am on 1 September 2026. The applications will be processed on a first-come-first-served basis. Applications by fax or by post received before the said dates will not be entertained.)

2026 – 27 Outdoor Learning Activities – Tuen Mun Park Reptile House
Application Form for Guided Visit

Name of School/ Organization : _____

Address : _____

Tel No. : _____ Fax No. : _____

Name of Teacher/Person-in-charge: _____ Contact No. : _____

We would like to apply for a visit to the above venue and agree to abide all regulations of the above activity.

We request to reserve a total of _____ session(s) of guided visit(s) and the date and time of the requested sessions are listed below in order of preference-

(Please note that guided tour service is available on Monday & Tuesday, with a group size of minimum 20 persons and maximum 45 persons per session. Guide Visit would be conducted by Cantonese)

Priority	Date	Tour Session	Class	No. of Students
1		*0945–1100 / *1400-1515		
2		*0945–1100 / *1400-1515		
3		*0945–1100 / *1400-1515		
4		*0945–1100 / *1400-1515		
5		*0945–1100 / *1400-1515		

(School / Organization Chop)

Signature of Headmaster/ : _____

Headmistress / Applicant

Name (in Block Letters) : _____

Date : _____

- Under the following circumstances, school should suspend, cancel or postpone their visit:-
 - The Education Bureau announced class suspension of school(s);
 - The Hong Kong Observatory issues Tropical Cyclone Warnings Signal No.3 or above is issued;
 - The Hong Kong Observatory issues Red or Black Rainstorm Warning Signal;
 - The Hong Kong Observatory issues a thunderstorm warning;
 - Air Quality Health Index or its forecast reaches "Serious" level (band 10+); or
 - The Government makes an "extreme conditions" announcement.
- School children can arrive at the designated meeting place 10 minutes in advance to the scheduled time.
- School children may continue their activities at the visited venues (except nurseries) after the guided visits if the venue warrants.
- For visiting the venues, the number of school children per session ranges from 20 to 45. They should be accompanied by at least 2 staff members of school during the visits.
- Schools should be responsible for their own transport arrangement.
- Use of loudspeakers is not allowed to avoid causing disturbance to the visitors and other animals in the parks.
- School children are encouraged to bring their own drinks in containers and keep the venues clean.
- School children should not chase around or make excessive noises.
- Participating schools should refer to all relevant regulations as laid down in school circulars in conjunction with the latest "Guidelines on Outdoor Activities" issued by the Education Bureau before the visits. Teachers should brief school children on the objectives of the activities and the regulations and guidelines to be observed.
- If the guided visit is required to be cancelled by the urgent matter of school, please contact the staff of the respective venue as soon as possible.
- Pupils are advised to wear long trousers and bring along their own caps, raincoats and mosquito repellent spray/cream.
- If Pupils feel unwell, they should stop the activity and notify the teacher and official or park management staff.

Remarks: Handling of Personal Data (1) The personal data provided in this form will only be used for processing applications, statistics, future contact and opinion survey in relation to the activities organised by the Leisure and Cultural Services Department. Only those who are authorised by the Department may have access to such information. (2) For correction of or access to personal data such as contact number and postal address collected by means of the application form, you may contact our staff on 2451 1144. (3) The personal data provided in this form may, where necessary, be disclosed to other government bureaux or departments for cross-referencing purposes.