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本署檔號 OUR REF: (172) in LCSD LS SD SSP/23-9/1 (01) Pt.5  
來函檔號 YOUR REF:

11<sup>th</sup> March 2026

Dear Principals,

**Leisure and Cultural Services Department – School Sports Programme**

**Jockey Club Sevens School Tour**

To enhance students' knowledge of and interest in rugby, and to encourage them to appreciate the sport, the Leisure and Cultural Services Department (LCSD) and the Hong Kong, China Rugby (HKCR) will arrange guided tours during the Cathay/HSBC Hong Kong Sevens on 17 April 2026 for students to feel the spectacular atmosphere at such an international premier event.

Your school is cordially invited to participate in the above activity, the information and application form of which are enclosed herewith. If interested, please return the completed application form to the office of the School Sports Programme Unit of the LCSD by email to [applicationssp@lcsd.gov.hk](mailto:applicationssp@lcsd.gov.hk) **by 26 March 2026 (Thursday)** for arrangements.

Details of the activity are as follows:

Activity : School Guided tours  
Date : 17 April 2026 (Friday)  
Time : Admission Period – 10:00a.m. - 6:30p.m.  
**(Teachers and students of the same school must enter the venue together. Each school will only be allowed to be admitted once.)**  
Guided Tour – Session (1) 10:30a.m. - 12:30p.m.  
– Session (2) 2:30p.m. - 5:00p.m.  
Event – 10:30a.m. to 9:15p.m.  
Location : Kai Tak Stadium, 38-39 Shing Kai Road, Kowloon, Hong Kong  
Arrangements of Guided Tours : Docents will be assigned by the HKCR to provide guided tour services for schools, enlightening students including Rugby Sevens Rules and common situation.  
Fee : Free of charge

- Quota : Places are limited. The first round of allocation is capped at 35 participants per school (including students and accompanying teachers) and will be conducted on a first-come, first-served basis. If a school's number of enrolments exceeds 35, any remaining places after the first round will be allocated by ballot to students who were not assigned a place.
- Seating Arrangement : Free seating will be available in designated zones on a first-come-first-served basis. The Organiser will have a final say on how to arrange seats in light of the actual circumstances.
- Target : Primary and secondary students (Students must be accompanied by teachers)  
The teacher-to-student ratio should not be lower than 1:10 for primary schools and 1:20 for secondary schools
- Application Period : **From now to 26 March 2026**
- Transport Arrangements : Schools must make their own transport arrangements to the Kai Tak Stadium. Schools arranging for students to travel on a coach must apply for a "Vehicle Drop-off Permit" to the Organiser via the LCSD. "Vehicle Drop-off Permits" will be allocated on a first-come-first-served basis. **No designated pick-up or drop-off for coach when leaving the venue, participants must use public transport to leave the site.**  
  
(The Organiser has a final say on the transportation arrangement in light of the actual circumstances)  
  
**Given the traffic control to be implemented by the Police during the event, there will be traffic congestion in the vicinity of the Kai Tak Stadium. Such being the case, schools should arrange students to use public transport as far as practicable.**
- Tournament Schedule : The tournament schedule will be uploaded onto the website of the Cathay/HSBC Hong Kong Sevens before the event. Please visit <http://www.hksevens.com/> for details.
- Inclement Weather Arrangement : In the event that the Tropical Cyclone Warning Signal No. 3 or above, or the Red or Black Rainstorm Warning Signal is issued by the Hong Kong Observatory, or class suspension is announced by the Education Bureau two hours prior to the event, the guided tours will be cancelled.
- Remarks : The Organiser reserves the right to take photographs, video or audio recordings, or conduct live broadcasts during the event, and to use such recorded materials on the Internet, at LCSD venues, on the Organiser's dedicated website, in publications, and through other publicity channels for promotional or record-keeping purposes.  
  
LCSD reserves the right to amend this prospectus, if found to be incomplete, at any time without further notice.

For enquiries, please contact our staff on 2601 7607 or 2601 7602.



(LAI Pui-yee)  
for Director of Leisure and Cultural Services

## Jockey Club Sevens School Tour

**Date:** 17 April 2026 (Friday)      **Admission Time:** 10:00a.m. – 6:30pm      **Venue:** Kai Tak Stadium.

### \* Application Form and Declaration \*

Name of School: \_\_\_\_\_

Name of Teacher-in-charge / Leader: \_\_\_\_\_ Contact No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_ Email of Teacher-in-charge / Leader: \_\_\_\_\_

\* Please put a tick“✓” in the appropriate boxes below and fill in the number of participants/vehicle

#### 1. Number of Participants and Option for Guided Tours

Total no. of participants \_\_\_\_\_ (including \_\_\_\_\_ students and \_\_\_\_\_ teachers-in-charge)

(Teacher-to-student ratio must not be lower than 1:10 for primary schools and 1:20 for secondary schools)

1)  Our school's teachers and students hereby sign up for the Jockey Club Sevens School Tour and intend to **participate** in the **Guided Tour**.

**Session (1) 10:30a.m. - 12:30p.m.**     

**Session (2) 2:30p.m. - 5:00p.m.**     

2)  Our school's teachers and students hereby sign up for the Jockey Club Sevens School Tour to spectate the event but will **not participate** in the guided tours.

#### 2. Admission Times (The Organiser has a final say on admission times in light of the actual circumstances)

Anticipated Admission Time: \_\_\_\_\_

#### 3. Transport Arrangements (Given the traffic control to be implemented by the Police during the event, there will be traffic congestion in the vicinity of the Kai Tak Stadium. Such being the case, schools should arrange students to use public transport as far as practicable)

3a)  Our school **will not** arrange vehicles for the participants.

3b)  Our school **will arrange** \_\_\_\_\_ vehicle(s).

requiring application for “Vehicle Drop-off Permits”

**(No designated pick-up or drop-off for coach when leaving the venue, participants must use public transport to leave the site.)**

#### Remarks :

1. All schools must report to the “Entrance for Guided Tours” at the Kai Tak Stadium with the confirmation letter bearing the chop of the LCSD.
2. All vehicles arranged for students on the event date must present the “Vehicle Drop-off Permits” issued by the Organiser for dropping off students at designated points. The “Vehicle Drop-off Permits” will be allotted on a first-come, first-served basis.
3. The information provided will only be used by the Organiser and the Leisure and Cultural Services Department (LCSD) for purposes of application in this guided tour, compilation of statistics, future contact, and opinion survey. Only persons authorised by the Organiser or the LCSD will have access to such information. For correction of or access to the submitted personal information, please contact LCSD staff on 2601 7602.
4. Schools **has not received the Acknowledgment of Receipt by 31 March 2026**, please contact the LCSD's staff on 2601 7607 to confirm the receipt status. Otherwise, the LCSD will be unable to process their applications.

**【Declaration】**

I confirm that:

1. All the information provided above is true and correct, and all participants have obtained consent from their parents/guardians or persons authorised by their parents/guardians to participate in the above activity, and that they are all healthy and fit to take part in the above activity.
2. During the above activity, the school, teachers and students will abide by the regulations and requirements implemented by the LCSD and the organiser.

Name and Signature of Principal : \_\_\_\_\_ School's Chop : \_\_\_\_\_ Date : \_\_\_\_\_

**【For Official Use Only】**

**Jockey Club Sevens School Tour**

**《Acknowledgment of Receipt》**

Your application has been received and is being processed. For enquiries, please contact our staff at 2607 7602.

School Sports Programme Unit  
Leisure and Cultural Services Department

LCSD Chop:

Date: