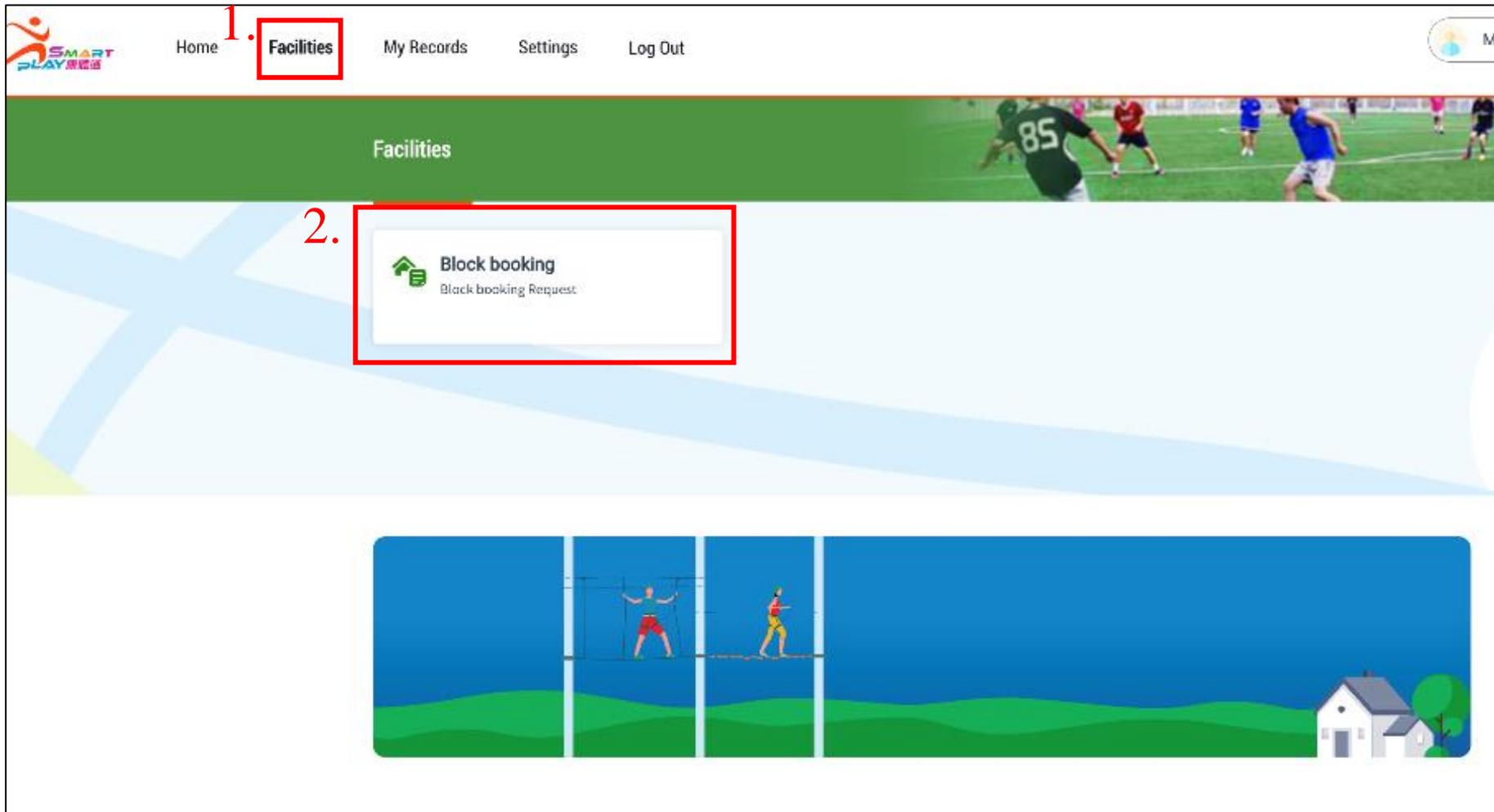




**SUBMIT BLOCK BOOKING REQUEST
BY SCHOOL - SWIMMING GALA
(NEXT SCHOOL YEAR)**

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1. If schools would like to submit a Swimming Gala booking request for next school year, please select “Facilities” after login; and
2. Then, tap “Block booking” button to create a block booking request.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



Block booking

1. Free-use scheme **General block booking scheme** Outdoor education camp Field study camp

2. **New application**

New application >

View submitted application

Apply for block booking facilities

Type of facilities

3. Land-based Sports Ground Water sports
Swimming pool Holiday camps Day / Tent Camps
Amphitheatre

4. Intended usage *

International Competition Gala Swimming training
Life-saving examination Life-saving Training
Underwater activities High board diving Other

Late Submission As a Priority User

1. Select “General block booking scheme”;
2. Tap “New application to create a block booking application;
3. Choose “Swimming Pool” under “Type of facilities”; and
4. Choose “Gala” in “Intended usage”.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



Intended usage*

International Competition **Gala** Swimming training

Life-saving examination Life-saving Training

Underwater activities High board diving Other

Late Submission As a Priority User

Intended time of use*

Next school year - Normal schoc ▼

Select a district* **Select venue***

Sham Shui Po Sham Shui Po Park Swimming P ▼

Facility Type*

Whole Pool (Main / 50m) ▼

Ballot Schedule and Venue Availability

[Ballot Schedule and Venue Availability](#)

[Cancel](#) [Continue](#)

Submission deadline: (1st ballot) 31 Oct 2025 (Fri)

1. Choose Next school year (Normal school hours) under “Intended time of use”;
2. Select “district” and “venue”;
3. Select “Facility Type”.

Note-

- Select district and venue:
 - (i) NT schools can only select NT swimming pool
 - (ii) Kowloon schools can only select Kowloon swimming pool
 - (iii) Hong Kong schools can only select HK swimming pool

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



Intended usage*

International Competition **Gala** Swimming training

Life-saving examination Life-saving Training

Underwater activities High board diving Other

Late Submission As a Priority User

Intended time of use*

Next school year - Normal schoc ▼

Select a district* Sham Shui Po **Select venue*** Sham Shui Po Park Swimming P ▼

Facility Type* Whole Pool (Main / 50m) ▼

1. [Ballot Schedule and Venue Availability](#)

2. **Continue**

Submission deadline: (1st ballot) 31 Oct 2025 (Fri)

1. School can click “Ballot Schedule and Venue Availability” to download the on-site selection schedule and venue availability information; and
2. Tap “Continue” to proceed the application.

Booking information 2026/2027

School Year: 2026/2027 1st round of ballot: 1st

Venue: Shing Mun Valley Swimming Pool

71tiay51vhL_AC_SX466_.jpg 71tiay51vhL_AC_SX466_.jpg

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



Swimming pool | Sham Shui Po Park Swimming Pool

Please provide block booking details
* Required information

School Name in English

School Name in Chinese

1. Applicant / Contact Person

Name of Applicant / Contact Person *

Type of Identity Document *
HKID card ▼

Hong Kong ID Card No. *
 - ()

Tel. No. *

Fax No.

E-mail Address *

< Back

1. Fill in the details of applicant / contact person.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.

Name of responsible persons of the event (as stated on Hong Kong Identity Card)

Number of responsible persons

1 Person

2 Persons

Name of responsible persons(1) *

Historical records 

Type of Identity Document *

HKID card

Hong Kong ID Card No. *

 - ()

Tel. No. *

1. Input the details of the responsible persons of the event, school can provide 1-2 nos. of responsible person based on the actual need, one of whom must be present to take up the booking at the venue.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.

PE teachers / Swimming coaches
Please provide names of 1-4 PE teachers / Swimming coaches in charge of the School Swimming Gala.

Number of responsible persons

1人 2人 3人 4人

Name of PE teachers / Swimming coach 1 *

[Historical records](#)

Position held *

Swimming coach physical education teacher

Type of Identity Document * Hong Kong ID Card No. *

HKID card - ()

Qualification *

Select

Upload a valid coach qualification *

[Browse...](#)

(Support jpg,bmp,png,pdf file less than 5MB)

Hold a valid lifesaving qualification? *

是 否

1. Input the details of the Coach of the event, school can provide 1-4 nos. of coach based on the actual need.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.  **Review your submission**

Status Draft

Sham Shui Po Park Swimming Pool

Block booking of swimming pool

Application Details

Swimming pool
Sham Shui Po Park Swimming Pool

Organisation information

School Name in English School Name in Chinese

Applicant / Contact Person Edit

Name of Applicant / Contact Person

Type of Identity Document Hong Kong ID Card No.

HKID card

Tel. No. Fax No.

E-mail Address

Name of responsible persons of the event (as stated on Hong Kong Identity Card) Edit

Name of responsible persons(1)

Type of Identity Document Hong Kong ID Card No.

HKID card

Tel. No.

PE teachers / Swimming coaches Edit

Number of PE teachers / Swimming coaches

Name of PE teachers / Swimming coach 1 Position held

Type of Identity Document Hong Kong ID Card No.

HKID card

Qualification

Uploaded copy of qualification 

Hold a valid lifesaving qualification?

1. Review booking details.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.

Declaration

I am here to declare that:

I, submit this booking application on behalf of Government, Aided, Private Secondary School. I have read and agree to accept the following Terms and Conditions.

I hereby declare that:

(a) This school have read and (if this application is approved) undertake to observe the latest Terms and Conditions of Hire of Publics Swimming Pools of the Leisure and Cultural Services Department (LCSD) and understand that:

- (i) if the school breaches Clause 37, 39, 40 or 42 of the Terms and Conditions of Hire, without prejudice to any rights and remedies to which LCSD may be entitled at law or in equity, LCSD will suspend the booking priority to which the school is entitled for the next school year). In such cases, no refund of hire charges will be made to the school; and
- (ii) without prejudice to the preceding sentence and any rights and remedies to which LCSD may be entitled at law or in equity, if the school fails to observe any other terms and conditions of the Terms and Conditions of Hire or violate any provisions in the Public Swimming Pools Regulation (Cap. 132BR), LCSD may suspend the booking priority to which the school is entitled for the next school year. In such cases, no refund of hire charges for the hired facilities will be made to the school.

(b) This school undertake to meet, on demand by LCSD, all charges and additional charges arising from the hiring, and the cost of repairing, reinstating or replacing any equipment, fixture, fittings, furniture or other property damaged, destroyed, stolen or removed during the period of hire. I declare that the above application is for the purpose of organising activity by the school, and all information provided herewith is true and correct; and

(c) This school have read and undertake to observe the latest Terms and Conditions of Hire of Publics Swimming pools of the Leisure and Cultural Services Department and agree to indemnify LCSD in accordance with the Terms and Condition of Hire in respect of all actions, proceedings, claims or demands arising out of any accident, death, injury, loss or damage which may occur in the Swimming Pool during the period of hire.

2.

1. Tick the boxes to make the declaration; and
2. Tap “Submit” to submit the application.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



General block booking scheme

1 Applied period — 2 Review — 3 Submitted

1.  Your application has been submitted!

Thanks for your submission.
We will process your application shortly.

i Notes: You can view or withdraw this application in [My Application](#). If you want to make any changes, please contact the venue.

Application No. 2025090200003671
Application Date. 02 Sep 2025

Sham Shui Po Park Swimming Pool
733, Lai Chi Kok Road, Sham Shui Po, Kln
2708 7514

Application Details

Swimming pool
Sham Shui Po Park Swimming Pool

[Back to Block booking](#) [Withdraw Application](#)

1. The request for Swimming Gala has been submitted, but the application has not yet completed;
 - System will conduct balloting to determine the priority for on-site selection; and
 - School representatives attend on-site selection on designated date to select application date according to the priority and submit final application afterwards.

**** Each school can only submit ONE application for Swimming Gala.**

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



Block booking

Free-use scheme **General block booking scheme** Outdoor education camp Field study camp

New application

New application >

Swimming Pool
Sham Shui Po Park Swimming Pool **Pending** >

01 Sep 2026 (Tue)-16 Jul 2027 (Fri)
2025090100003657 01 Sep 2025 (Mon)

[View submitted application](#)

Apply for block booking facilities

Type of facilities

Land-based Sports Ground Water sports

Swimming pool Holiday camps Day / Tent Camps

Intended usage *

International Competition **Gala** Swimming training

Life-saving examination Life-saving Training

Underwater activities High board diving Other

Late Submission As a Priority User

Intended time of use *

Select ▾

1. After the on-site selection and venue staff confirmed the selected date in the system, the status of this Swimming Gala request will change from “Submit” to “Pending”. Applicant can click into the application to complete the Swimming Gala booking request.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.

General block booking scheme

Venue : Sham Shui Po Park Swimming Pool
Facility Type / Location : Whole Pool (Main / 50m)/Main Pool
Request Ref. No. : 2025122900005435
Intended usage : Gala
Date range : 01/09/2026 - 16/07/2027
Submission deadline: : 30/04/2026 (Balloted)

Swimming pool | Sham Shui Po Park Swimming Pool

Applied day 1
04 Dec 2026 (Fri)

Applied day 2

Applied day 1

Intended date of use*
04/12/2026

Location*
Main Pool

From*
07:00

To*
18:00

Quantity
Whole pool

Select equipment

- E-Scoreboards
- PA System
- E-Scoreboards (for Ad.)
- Electronic Timing Equipment (timer with 8-lane scoreboard)
- Electronic Timing Equipment (timer with 1-lane scoreboard)
- Electronic Timing Equipment (timer without scoreboard)

3.

[Back](#) [Save draft](#) [Continue](#)

1. The applied period is based on the selected date by school representatives choose in the on-site selection;
2. Select “Equipment”; and
3. Tap “Continue” button to proceed.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



Swimming pool | Sham Shui Po Park Swimming Pool

Please provide block booking details

* Required information

School Name in English School Name in Chinese

ABC School

1. Applicant / Contact Person

Name of Applicant / Contact Person *

[Historical records](#)

Type of Identity Document * Hong Kong ID Card No. *

HKID card (.)

Tel. No. * Fax No.

E-mail Address *

1. Review / update the details of applicant / contact person.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.

Name of responsible persons of the event (as stated on Hong Kong Identity Card)

Number of responsible persons

1 Person

2 Persons

Name of responsible persons(1) *

Historical records 

Type of Identity Document *

HKID card ▼

Hong Kong ID Card No. *

 () ✕

Tel. No. *

1. Review / update the details of responsible person.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.

PE teachers / Swimming coaches
Please provide names of 1-4 PE teachers / Swimming coaches in charge of the School Swimming Gala.

Number of responsible persons

1 Person 2 Persons 3 Persons 4 Persons

Name of PE teachers / Swimming coach 1 *

[Historical records](#)

Position held *

Swimming coach physical education teacher

Type of Identity Document * Hong Kong ID Card No. *

(.)

Qualification *

Upload a valid coach qualification *

[Browse...](#)

(Support jpg,bmp,png,pdf file less than 5MB)

Hold a valid lifesaving qualification? *

YES NO

Lifesaving qualification * Expiry date *

Issued by *

Upload a valid copy of lifesaving qualification *

[Browse...](#)

(Support jpg,bmp,png,pdf file less than 5MB)

1. Review / update the details of PE teachers / Swimming coaches.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.

Other Information

Purpose of use
Gala

Estimated number of competitors * Estimated number of spectators *

Will you collect admission charges from spectators? *

Will you provide qualified lifeguards on duty during the period of hire? *

Will you charge the participants? *

Is the activity provided on a profit-making basis? *

Does this application need other facilities of the venue? *

Will the national/ regional flag and/ or national/ regional emblem be displayed/ used/ raised at the event? *

Will the national anthem be played or sung at the event? *

Date of last hiring and name of pool? Remarks?

Save draft Continue

1. Fill in other information (such as estimated no. of participant etc.); and
2. Click “Continue” after all the information are fill in.

2.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



Review your submission

Status

Pending

Sham Shui Po Park Swimming Pool

Whole Pool (Main / 50m)

Applied period 1

Gala

Sham Shui Po Park Swimming Pool

30 Oct 2026 - 30 Oct 2026

30/10/2026

8 am - 6 pm

Organisation information

School Name in English

School Name in Chinese

Applicant / Contact Person

Name of Applicant / Contact Person

Type of Identity Document

HKID card

Tel. No.

E-mail Address

Hong Kong ID Card No.

Fax No.

Name of responsible persons of the event (as stated on Hong Kong Identity Card)

Edit

Name of responsible persons(1)

Type of Identity Document

Hong Kong ID Card No.

HKID card

Tel. No.

PE teachers / Swimming coaches

Edit

Number of PE teachers / Swimming coaches

1

Name of PE teachers / Swimming coach 1

Position held

Type of Identity Document

Hong Kong ID Card No.

HKID card

Hold a valid lifesaving qualification?

No

1. Review the information.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1.

Other Information Edit

Purpose of use
Gala

Estimated number of competitors **Estimated number of spectators**
50 100

Will you collect admission charges from spectators?
NO

Will you provide qualified lifeguards on duty during the period of hire?
NO

Will you charge the participants? **Is the activity provided on a profit-making basis?**
NO NO

Does this application need other facilities of the venue?
NO

Will the national/ regional flag and/ or national/ regional emblem be displayed/ used/ raised at the event?
NO

Will the national anthem be played or sung at the event?
NO

2.

Declaration

I am here to declare that:

I, ABC School, submit this booking application on behalf of Government, Aided, Private Primary School. I have read and agree to accept the following Terms and Conditions.

I hereby declare that:

(a) This school have read and (if this application is approved) undertake to observe the latest Terms and Conditions of Hire of Publics Swimming Pools of the Leisure and Cultural Services Department (LCSD) and understand that:

- (i) if the school breaches Clause 37, 39, 40 or 42 of the Terms and Conditions of Hire, without prejudice to any rights and remedies to which LCSD may be entitled at law or in equity, LCSD will suspend the booking priority to which the school is entitled for the next school year. In such cases, no refund of hire charges will be made to the school; and
- (ii) without prejudice to the preceding sentence and any rights and remedies to which LCSD may be entitled at law or in equity, if the school fails to observe any other terms and conditions of the Terms and Conditions of Hire or violate any provisions in the Public Swimming Pools Regulation (Cap. 132BR), LCSD may suspend the booking priority to which the school is entitled for the next school year. In such cases, no refund of hire charges for the hired facilities will be made to the school.

(b) This school undertake to meet, on demand by LCSD, all charges and additional charges arising from the hiring, and the cost of repairing, reinstating or replacing any equipment, fixture, fittings, furniture or other property damaged, destroyed, stolen or removed during the period of hire. I declare that the above application is for the purpose of organising activity by the school, and all information provided herewith is true and correct; and

(c) This school have read and undertake to observe the latest Terms and Conditions of Hire of Publics Swimming pools of the Leisure and Cultural Services Department and agree to indemnify LCSD in accordance with the Terms and Condition of Hire in respect of all actions, proceedings, claims or demands arising out of any accident, death, injury, loss or damage which may occur in the Swimming Pool during the period of hire.

I understand:

Purpose of Collection of Personal Data
The information provided by the Applicant will only be used for booking applications processing and the use of recreation and sports facilities under the Leisure and Cultural Services Department. Only persons authorised by this Department will have access to such information for the aforesaid purposes. The information this Department collected about the applicant will not be disclosed to any other party without the applicant's prior consent.

< Back **3.** Submit

1. Review the information;
2. Tick the boxes to make the declaration; and
3. Tap “Submit” to proceed application.

SUBMIT BLOCK BOOKING REQUEST BY SCHOOL – SWIMMING GALA (NEXT SCHOOL YEAR)



1 Applied period 2 Review 3 Submitted

1.  Your application has been submitted!

Thanks for your submission.
We will process your application shortly.

1 Notes: You can view or withdraw this application in [My Application](#). If you want to make any changes, please contact the venue.

Application No. 2025090100003657
Application Date. 01 Sep 2025

Sham Shui Po Park Swimming Pool
 733 Lai Chi Kok Road, Sham Shui Po, Kowloon.
 2360 2329

Swimming pool

Applied period 1

Gala	
Sham Shui Po Park Swimming Pool	
30 Oct 2026	30/10/2026
30 Oct 2026 - 30 Oct 2026	
8 am - 6 pm	

[Back to Block booking](#)

1. Swimming Gala booking request is submitted successfully.