



香港學術及職業資歷評審局  
Hong Kong Council for Accreditation of  
Academic & Vocational Qualifications

**SUMMARY ACCREDITATION REPORT**

**OXFAM HONG KONG – HONG KONG PROGRAMME**

**INITIAL EVALUATION AND  
LEARNING PROGRAMME ACCREDITATION**

**CERTIFICATE IN CHILD CARE AND DEVELOPMENT  
(NON-CHINESE SPEAKING CHILDREN)**

**JANUARY 2026**

## 1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1936), the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), in the capacity of the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO), was commissioned by the Oxfam Hong Kong – Hong Kong Programme (樂施會 – 香港項目) (Operator) to conduct an Initial Evaluation and Learning Programme Accreditation Exercise with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in AAVQO to determine whether the Operator meets the stated objectives and is competent to operate learning programmes that meet the Hong Kong Qualifications Framework (QF) Level 3 standard, and can be granted Initial Evaluation Status at QF Level 3; and
- (b) To conduct an accreditation test as provided for in AAVQO to determine whether the following programme of the Operator meets the stated objectives and QF standard and can be offered as an accredited programme
  - (i) Certificate in Child Care and Development (Non-Chinese Speaking Children); and
- (c) To issue to the Operator an accreditation report setting out the results of the determination in relation to (a) and (b) by HKCAAVQ.

1.2 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement. A site visit took place on 25 November 2025.

## 2. HKCAAVQ'S DETERMINATION

### Initial Evaluation

2.1 HKCAAVQ has determined that, subject to the fulfilment of all conditions set out in 2.4, the Operator is competent to achieve its stated objectives and to operate learning programmes meeting QF standard at Level 3, and can be granted Initial Evaluation (IE) status at QF Level 3 with a validity period of two years.

### 2.2 **Validity Period**

2.2.1 The validity period will commence on the date specified below.

2.2.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.4 by the specified fulfilment deadline.

2.2.3 Within the two-year validity period for IE, the Operator must have at least one programme successfully accredited. If the Operator does not have a current accredited programme on the Qualifications Register (QR) at the end of the two-year validity period of their IE, the Operator will need to apply for an extension of their IE status at least three months before the validity period expires. An extension of up to 2 years may be granted. Only one extension of IE status will normally be allowed. If the Operator continues to gain successful Learning Programme Accreditation (LPA), their IE status will remain valid.

2.3 The determinations on the Initial Evaluation are specified as follows:

<b>Name of Operator</b>	Oxfam Hong Kong – Hong Kong Programme 樂施會 – 香港項目
<b>Address of Operator</b>	17/F, China United Centre, 28 Marble Road, North Point, Hong Kong 香港北角馬寶道 28 號華匯中心 17 樓
<b>Highest QF Level of programme(s) which the Operator can operate upon successful learning programme accreditation</b>	Level 3
<b>Start date of 2-year validity period of Initial Evaluation (IE) accreditation status</b>	1 April 2026
<b>Scope of IE Accreditation Status</b>	For local programmes operating in Hong Kong

2.4 **Condition(s) (including all pre-conditions for obtaining the HKCAAVQ accreditation status as applied for the commencement of the validity period; and all requirements for maintenance of the accreditation status within the validity period)**

<b>Requirement</b>	<b>Date of Fulfilment</b>
<u>Requirement 1</u> The Operator is to submit the audited financial statement for the fiscal year ended on 31 March 2026 or other relevant evidence demonstrating that there are sufficient	31 October 2026

financial resources to continuously support its operation and the provision of QF accredited programme.	
The Operator is to submit the relevant documents to HKCAAVQ on or before 31 October 2026.	

## 2.5 Recommendations

HKCAAVQ offers the following recommendations for continuous improvement.

<b>Recommendations</b>
<u>Recommendation 1</u>
The Operator should review and revise the quality assurance procedure by involving the Curriculum Development Committee in the programme review process.

## Learning Programme Accreditation

2.6 HKCAAVQ has determined that the Certificate in Child Care and Development (Non-Chinese Speaking Children) meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 April 2026 to 31 March 2028.

## 2.7 Validity Period

2.7.1 The validity period will commence on the date specified below.

2.8 The determinations on the Learning Programme Accreditation are specified as follows:

<b>Name of Operator</b>	Oxfam Hong Kong – Hong Kong Programme 樂施會 – 香港項目
<b>Name of Award Granting Body</b>	Oxfam Hong Kong – Hong Kong Programme 樂施會 – 香港項目
<b>Title of Learning Programme</b>	Certificate in Child Care and Development (Non-Chinese Speaking Children) 兒童照顧及發展證書（非華語兒童）
<b>Title of Qualification (Exit Award)</b>	Certificate in Child Care and Development (Non-Chinese Speaking Children) 兒童照顧及發展證書（非華語兒童）

<b>Primary Area of Study and Training</b>	Education
<b>Sub-area (Primary Area of Study and Training)</b>	Education and Teacher Education
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Not applicable
<b>Branch</b>	Not applicable
<b>QF Level</b>	Level 3
<b>QF Credits</b>	24
<b>Mode of Delivery and Programme Length</b>	Part-time, 4 months 240 notional learning hours (including 112 contact hours)
<b>Intermediate Exit Award</b>	Not applicable
<b>Validity Period</b>	1 April 2026 to 31 March 2028
<b>Number of Enrolments</b>	2 enrolments per year
<b>Maximum Number of New Students</b>	Maximum of 30 learners per class Maximum of 60 learners per year
<b>Specification of Competency Standards-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Specification of Generic Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Vocational Qualifications Pathway Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	This programme includes Practicum for 4 QF credits to be conducted in 4 days. 此課程包括 4 天的實習，佔 4 資歷學分。
<b>Address of Teaching/ Training Venue(s)</b>	Oxfam Education Centre, Units A & B, 5/F, South Asia Commercial Centre, 64 Tsun Yip Street, Kwun Tong 觀塘駿業街 64 號南益商業中心 5 樓 A 及 B 室 樂施會無窮世界教育中心

## 2.9 Recommendations

HKCAAVQ offers the following recommendations for continuous improvement.

<b>Recommendations</b>
<p><u>Recommendation 2</u></p> <p>The Operator should conduct a holistic and regular review on programme documents to ensure that all information contained in the programme documents are updated, consistent and align with each other.</p>
<p><u>Recommendation 3</u></p> <p>The Operator should revise the External Examiner report template to collect the External Examiner's specific comments on the quality of assessment and marking of learners' scripts.</p>
<p><u>Recommendation 4</u></p> <p>To ensure effective delivery of the learning programme at the pitched QF level, the Operator should organise training for all Trainers to familiarise them with the characteristics and standard of QF Levels.</p>
<p><u>Recommendation 5</u></p> <p>The Operator should engage personnel with relevant qualifications and work experience, such as the Programme Leader, to conduct class observations to ensure effective monitoring of Trainers' teaching quality, and facilitate the review of the learning and teaching of the programme.</p>

2.10 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the Programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator by reference to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report. During the validity period, HKCAAVQ may request the Operator to provide evidence, such as admission related information, to demonstrate that the Operator and the Programme continue to comply with the determinations and meet the relevant accreditation standards.

### 3. INTRODUCTION

- 3.1 Oxfam Hong Kong – Hong Kong Programme (the Operator) aims at helping the underprivileged to tackle poverty and improve their incomes by providing educational and vocational training to its service users in Hong Kong.

### 4. PROGRAMME DETAIL

The following is the programme information provided by the Operator.

#### 4.1 Programme Objectives

This Programme introduces fundamental child development theories and practice to facilitate non-Chinese learners who are interested in the field of education.

Through lectures, practicum and group studies, learners will be trained to become teaching assistants in kindergartens.

#### 4.2 Programme Intended Learning Outcomes

Upon completion of the programme, learners should be able to:

- PILO-1. Understand and explain child development and key issues in Hong Kong kindergarten education, especially for non-Chinese speaking (NCS) children, and draw reasoned conclusions in familiar and some unfamiliar contexts;
- PILO-2 Apply theories to implement teacher-directed activities and manage the learning environment, responding appropriately to well-defined but sometimes unpredictable issues affecting NCS children's participation;
- PILO-3 Understand basic special educational needs (SEN) related needs and support in kindergarten contexts;
- PILO-4 Use simple Chinese language (Cantonese) in classroom communications; and
- PILO-5 Use communication, presentation, and information and computer technology (ICT) skills to support learning and teaching activities in kindergartens.

#### 4.3 Programme Structure

Topic	QF Credits
1. Basic Understanding in Child Development	24
2. Classroom Practice in Schools	
3. Supporting Social and Emotional Development of Non-Chinese Speaking Children in Home and Schools	
4. Key Issues in Early Childhood Education	
5. Basic Chinese: Classroom Language	
6. Catering Special Educational Needs in Early Childhood Education	
7. Practicum: Service in Kindergarten	
<b>Total:</b>	<b>24</b>

#### 4.4 Graduation Requirements

- Achieve a passing grade (50%) and at least 80% attendance in each of Modules 1-6; and
- Complete the 32-hour Practicum, submit the Self-assessment Form and achieve an overall Pass grade in the Practicum assessment for Module 7.

#### 4.5 Admission Requirements

- Eligible employees in Hong Kong of non-Chinese origin;
- Lawfully employable and not subject to conditions of stay, including Hong Kong permanent residents and new arrivals;
- Aged 18 or above;
- Completion of Form 5 (under the old Academic System) or Form 6 (under the new Academic System), or equivalent;
- Pass the English entry test; and
- Pass the interview.

### 5. IMPORTANT INFORMATION REGARDING THIS ACCREDITATION REPORT

#### 5.1 Variation and withdrawal of this Accreditation Report

- 5.1.1 This Accreditation Report is issued pursuant to section 5 of the AAVQO, and contains HKCAAVQ's substantive determination regarding the accreditation, including the validity period as well as any conditions and restrictions subject to which the determination is to have effect.
- 5.1.2 HKCAAVQ may subsequently decide to vary or withdraw this Accreditation Report if it is satisfied that any of the grounds set out in section 5 (2) of the AAVQO apply. This includes where HKCAAVQ is satisfied that the Operator is no longer competent to achieve the relevant objectives and/or the Programme no longer meets the standard to achieve the relevant objectives as claimed by the Operator (whether by reference to the Operator's failure to fulfil any conditions and/or comply with any restrictions stipulated in this Accreditation Report or otherwise) or where at any time during the validity period there has/have been substantial change(s) introduced by the Operator after HKCAAVQ has issued the accreditation report(s) to the Operator and which has/have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. These Guidance Notes can be downloaded from the HKCAAVQ website.
- 5.1.3 If HKCAAVQ decides to vary or withdraw this Accreditation Report, it will give the Operator notice of such variation or withdrawal pursuant to section 5(4) of the AAVQO.

- 5.1.4 The accreditation status of the Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of this Accreditation Report.

## 5.2 Appeals

- 5.2.1 If the Operator is aggrieved by the determination made in this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this Accreditation Report.
- 5.2.2 If the Operator is aggrieved by a decision to vary or withdraw this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of the Notice of Variation or Withdrawal.
- 5.2.3 The Operator should be aware that a notice of variation or withdrawal of this Accreditation Report is not itself an accreditation report and the right to appeal against HKCAAVQ's substantive determination regarding accreditation arises only from this Accreditation Report.
- 5.2.4 Please refer to Cap 592A ([www.elegislation.gov.hk](http://www.elegislation.gov.hk)) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at: [www.hkqf.gov.hk](http://www.hkqf.gov.hk).

## 5.3 Qualifications Register

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the QR at [www.hkqr.gov.hk](http://www.hkqr.gov.hk) for recognition under the QF. The Operator should apply separately to have their quality-assured qualifications entered into the QR.
- 5.3.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification listed in the QR will be considered to have acquired a qualification recognised under the QF.

