

# Hospitality Discipline 酒店及旅遊學科

## HT4200003 Certificate in Safety and Hygiene for Swimming Pool and Spa Supervisors 泳池及水療機構衛生及安全主任證書



### Programme Objectives | 課程宗旨

The programme aims to provide industry practitioners who are working in the swimming pool, spa or clubhouse with fundamental knowledge in monitoring and maintaining the safety and hygiene of the swimming pool and spa facilities.

本課程專為從事泳池、水療及會所或相關康體設施的從業員而設，讓學員能有效地監察泳池、水療及相關設施及水質衛生水平運作，減低從水中感染傳染病或發生意外事故的機會，以確保使用者安全，保障公眾衛生。

### Learning Contents | 學習內容

- ◆ Maintaining water quality in swimming pool and spa
- ◆ Maintaining air quality in swimming pool and spa
- ◆ Prevention of infections and waterborne diseases
- ◆ Prevention and handling of accidents and injuries
- ◆ Work procedures and maintenance of swimming pool and spa
- ◆ Risk assessment
- ◆ Overview of the swimming pools regulation (Chapter 132CA)
- ◆ 泳池、水療及會所等機構水質管理
- ◆ 泳池、水療及會所等機構室內空氣質素管理
- ◆ 預防感染和疾病
- ◆ 意外及受傷防範及處理
- ◆ 工作程序和維修
- ◆ 風險評估
- ◆ 簡介法例第132章公眾泳池規例

### Entry Requirements | 入學要求

- Completion of Secondary 5 standard, or equivalent; and
- Relevant working experience in the leisure and recreation industry
- 中五程度或同等學歷；及
- 現職或有意投身泳池、水療及會所或相關康體設施機構，並擁有相關工作經驗的人士



## Examination & Certification | 考試及證書

One-hour assessment in a form of multiple choice questions. Upon successful completion of the programme (i.e. attended a minimum of 80% of the classes and passed the assessment), students will be awarded a Certificate of Attainment issued by the Hospitality Discipline of the Vocational Training Council.

一小時以多項選擇題形式進行的中文考試。出席率不少於80%及考試合格者，將獲頒發職業訓練局轄下酒店及旅遊學科之修業證書一張。

## Contact Hours | 上課時數

Total 18 hours including 60 minutes examination in 6 lessons (分6個課堂，總共 18小時 包括60分鐘考試)

Cohort 組別	Lesson 課堂	Date 日期	Day 星期	Time 時間	Venue 上課地點
Apr 2025 25年 4月班	Lesson 1   第一堂	1 Apr   4月 1日	Tuesdays 逢星期二	18:45-21:45	Leisure Activity Centre and Spa Institute of Vocational Education (Haking Wong) 香港專業教育學院 (黃克競) 康體文娛活動及水療中心
	Lesson 2   第二堂	8 Apr   4月 8日		18:45-21:45	
	Lesson 3   第三堂	15 Apr   4月 15日		18:45-21:45	
	Lesson 4   第四堂	22 Apr   4月 22日		18:45-21:45	
	Lesson 5   第五堂	29 Apr   4月 29日		18:45-21:45	
	Lesson 6   第六堂	6 May   5月 6日		18:45-21:45	

## Medium of Instruction | 授課語言

Cantonese | 廣東話

## Programme Fee | 學費

HK\$1,950 per person

Special Offer: HK\$1,755 per person will apply to the following participants:

- VTC Staff

每人港幣\$1,950元

學費優惠：每位港幣1,755元適用於以下人士：

- 職業訓練局職員

## Application Deadline | 截止報名日期

Apr Cohort: 11 Mar 2025 | 4月班：2025年 3月 11日

[Application Here](#) | 在此申請

## Enquiry | 查詢

Tel / 電話: 2957 5736 / 2957 5754

WhatsApp: 2957 5736 / 2708 5388

Email / 電郵: [iveht@vtc.edu.hk](mailto:iveht@vtc.edu.hk)

Website / 網址: <https://hospitality.vtc.edu.hk/>

## Disclaimer / 免責聲明

VTC reserves the right to cancel any course, revise course content or change the offering venue(s), date and time if circumstances so warrant.  
職業訓練局可因應情況取消任何課程、修正課程內容或更改上課地點、日期及時間。

# Application Notes (WSET Programmes) | 申請須知 (葡萄酒與烈酒教育基金會課程)

## I Seats are limited and applications are processed on a first-come-first-served basis.

If the minimum number of students is not reached, the course will be postponed.  
由於名額有限，報名以先到先得方式進行。如未能達到最低收生人數，課程將會順延。

## II The admission notification will be issued a week before the commencement of the course via e-mail. Applicants who do not receive this email notification should contact us. An official receipt for their tuition fee payment will be given in the first lesson.

申請人將於開課前一星期收到確認取錄的電郵。如在開課前一星期仍未收到通知，請與我們聯絡。正式收據會於課程第一堂發出。

## III Refund and Transfer | 退還課程費用及學額轉讓

Fees paid is non-refundable unless the programme cancellation, rescheduling and unsuccessful application cases.

Fees paid and places enrolled are not transferable, and request for programme swapping will not be entertained. The Hospitality Discipline of Institute of Vocational Education reserves the right to cancel or reschedule the course.

除因課程取消、改期及申請不獲接納的情況外，所繳費用恕不退還。已繳學費及報名名額亦不可轉讓，並不受理申請換班及轉讓他人。香港專業教育學院酒店及旅遊學科將保留取消及重新安排課程之一切權利。

## IV Special Consideration and Reasonable Adjustment | 特殊考慮及合理調整 (For WSET Only | 只適用於葡萄酒與烈酒教育基金會課程)

If Wine and Spirit Education Trust (WSET) students have any special consideration and reasonable adjustment requests, you may send email to [iveht@vtc.edu.hk](mailto:iveht@vtc.edu.hk) Hospitality Discipline's In-service Programme Team" stating your name, address and contact information with full details of the complaint with supporting documents. Hospitality Discipline can arrange reasonable adjustment for special consideration as this [policy](#).

如果葡萄酒與烈酒教育基金會 (WSET) 的課程學生有任何特殊考慮和合理調整需要，您可以發送電子郵件至 [iveht@vtc.edu.hk](mailto:iveht@vtc.edu.hk) 『酒店及旅遊學科在職培訓組』，註明您的姓名、地址和聯繫信息，以及調整的完整詳細信息和支持文件。酒店及旅遊學科為此政策可安排合理調整。

## V Complaints and Appeals | 投訴及上訴程序 (For WSET Only | 只適用於葡萄酒與烈酒教育基金會課程)

If Wine and Spirit Education Trust (WSET) student have any complaints and appeals, you may send email to [iveht@vtc.edu.hk](mailto:iveht@vtc.edu.hk) "Hospitality Discipline's In-service Programme Team" stating your name, address and contact information with full details of the complaint with supporting documents. "The Programme Team" should acknowledge receipt of it in writing normally within 5 working days. This will be conducted an investigation into the complaint. Result of investigation would be responded in writing within 20 working days. If the response of complaint is not satisfied, you may send email for appeal to "The Programme Team Coordinator" after 5 days of receiving response. "The Programme Team Coordinator" should acknowledge receipt of it in writing normally within 5 working days. This will be conducted a further investigation into this appeal. Result of appeal investigation would be responded in writing within 20 working days. If the student is still dissatisfied, you may wish to file a complaint with WSET about the Approved Programme Provider (APP) referring to WSET's Quality Assurance Team email to [qa@wsetglobal.com](mailto:qa@wsetglobal.com). 如果葡萄酒與烈酒教育基金會 (WSET) 的課程學生有任何投訴和上訴，您可以發送電子郵件至 [iveht@vtc.edu.hk](mailto:iveht@vtc.edu.hk) 『酒店及旅遊學科在職培訓組』，註明您的姓名、地址和聯繫信息，以及投訴的完整詳細信息和支持文件。『在職培訓組』通常應在 5 個工作日內以書面形式確認收到，並對投訴進行調查。調查結果將在 20 個工作日內作出書面回覆。若您對投訴的結果不滿意，您可以在收到回覆 5 天內再次發送電子郵件向『在職培訓組統籌員』提出申訴。『在職培訓組統籌員』通常應在 5 個工作日內以書面形式確認收到，並對該上訴進行進一步調查。上訴調查結果將在 20 個工作日內作出書面回覆。若您仍不滿意結果，您可透過電郵 [qa@wsetglobal.com](mailto:qa@wsetglobal.com) 向 WSET 質量保證團隊提交有關特許授權培訓機構 (APP) 的投訴。

## VI Enquiry and Feedback | 考試查詢及回饋 (For WSET Only | 只適用於葡萄酒與烈酒教育基金會課程)

This [Enquiry & Feedback Form](#) enables candidates to request an enquiry against examination results (re-mark) and/or feedback on their scripts. An enquiry can be requested for all grades awarded; feedback can only be requested for fail grades.

此查詢及回饋表能夠使考生請求對考試結果 (重新評分) 和/或對其作答的回饋進行查詢。

考生只可要求對所有被評核的等級進行查詢；並只能針對不及格的成績請求回饋。

## VII Diversity and Equality Policy | 多元化及平等政策

The Vocational Training Council (VTC) is committed to developing, promoting and maintaining policies of equality of opportunity which creates an environment for staff, students or any other persons who have dealings with the VTC where there is no barrier to equal opportunities and no discrimination on the grounds of sex, pregnancy, breastfeeding, disability, race, marital status, family status, or sexual orientation.

職業訓練局致力制定、推廣及維持一套平等機會政策，以締造一個機會均等，以及沒有性別、懷孕、餵哺母乳、殘疾、種族、婚姻狀況、家庭崗位或性傾向歧視的環境予所有職業訓練局僱員、學生以及與職業訓練局有事務交往的人士。

## IX Personal Data Policy | 個人資料政策

VTC's policies and practices in relation to personal data and the Personal Data (Privacy) Ordinance in Hong Kong is available at <http://www.vtc.edu.hk/html/en/privacy.html>. VTC and its member institutions intend to use your personal data provided, including your name, phone number, mobile number, email address, correspondence address and education level, to provide direct marketing information in relation to any programmes, admission and events of VTC and its member institutions, but we cannot so use your personal data without your consent. If you would like to unsubscribe from receiving the said information or update your personal data, please send your request to [iveht@vtc.edu.hk](mailto:iveht@vtc.edu.hk).

關於職業訓練局對個人資料及香港《個人資料 (私隱) 條例》的政策及做法，請瀏覽 <http://www.vtc.edu.hk/html/tc/privacy.html>。職業訓練局及其機構成員擬使用閣下提供的個人資料，包括姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度，提供有關職業訓練局及其機構成員的任何課程、招生及活動推廣資訊。惟我們必須先得到您的同意，否則不能如此使用你的個人資料。如您日後希望停止接收上述資訊，或更改個人資料，請電郵至 [iveht@vtc.edu.hk](mailto:iveht@vtc.edu.hk)。

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