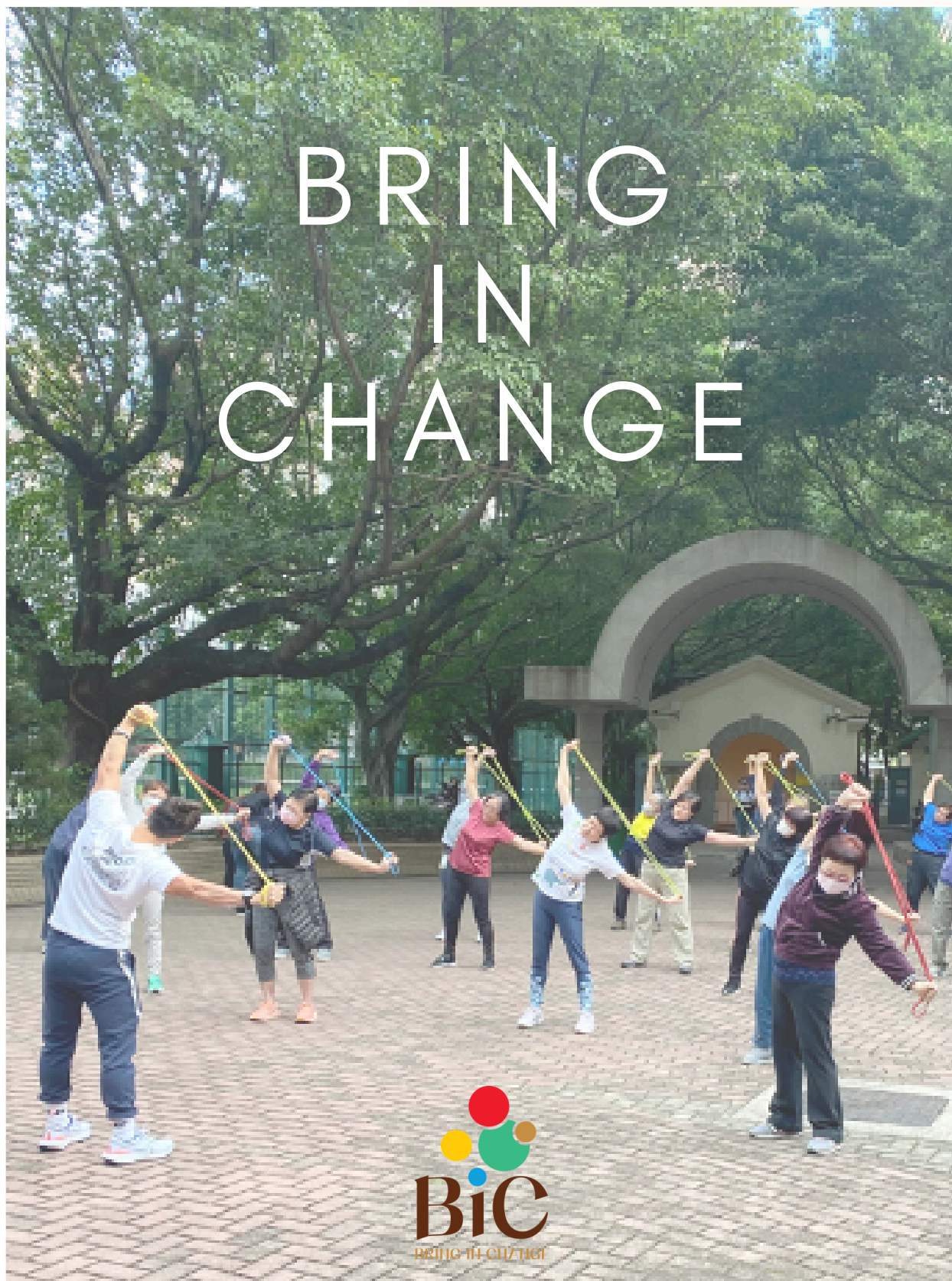


BRING IN CHANGE



學員手冊 BiC Handbook

www.bringinchange.org

WELCOME TO BIC

關於Bring in Change About us

Bring in Change 是香港註冊慈善團體，於 2012 年由一群熱愛運動的義工成立。起初，我們透過收集跑鞋及跑步服裝，親身送到肯亞，支持及幫助當地跑手。近年，我們專注推動本地社區活動，透過運動提升長者的身心靈健康。

我們的目標，是透過恆常運動，提升長者的身體、心理及社交健康。運動可以增加肌肉力量、平衡、協調、心肺功能和活動能力，減低跌倒和受傷風險，讓長者可以更自主和自立地生活。我們相信長者做得到，亦希望他們相信自己。透過參與一些起初覺得困難的運動，我們把長者與年輕、有活力的教練和義工連繫在一起。

Bring in Change is a registered charitable organisation founded in 2012 by a group of sports-loving volunteers. We started by collecting running shoes and clothing to support runners in Kenya. In recent years, we have focused on community sports programmes for seniors in Hong Kong.

Our mission is to enhance the physical, mental and social well-being of elderly people in the community through regular exercise. We encourage them to try activities they may first find challenging, and to stay active, independent and joyful as they age.

BiC團隊 Team BiC

Clara Hui

Co-founder &
Executive Director

Evelyn Mak

Programme &
Marketing Director

Part Time Coaches

Kim Iu

Fitness Coach

Henry Chan

Fitness Coach

Grace Wang

Fitness Coach

George Iu

Fitness Coach

Cyrus Chan

Fitness Coach

Winnie Wong

Yoga Coach

Kent Lau

Nordic Walking Coach

Wai Ming Chan

Running Coach



參加資格及報名方法

Application & Enrollment

- 由2026年1月1日開始，報名參加者必須年滿 65 歲（按身份證明文件計算）。
Participants must be aged 65 or above (based on Hong Kong identity card or other valid ID)
- BiC 運動班詳情請參閱每月時間表。
For the latest class information, please refer to our monthly schedule.
- 填妥運動班報名表。
Fill in Application Form.
- 第一次參加 Bring in Change 運動班必須預先報名；之後恆常參加者無須每次再報名。
Registration is required for all NEW participants before their first class.
- 首次參加BiC運動班者必須填妥「學員申請表及免責聲明」。
New joiner must complete the “Participant Application Form & Wavier” before joining the first class.



BiC 學員參加指引及條款

BiC Participant Guidelines & Terms

1. 上課指引 Class Guidelines

- 出席記錄 - 每節課堂請向BiC職員報到。 Attendance Record - Please check in with BiC staff at each class.
- 準時到達 - 請於課堂開始前準時到達，遲到超過15分鐘會視作缺席。
Please be punctual. Being more than 15 minutes late will be considered as an absence.
- 服裝要求 - 請穿著輕便、透氣的運動服裝及有包腳的運動鞋。
Wear comfortable, breathable sportswear and athletic shoes.
- 自備用具 - 如參加長者瑜伽伸展班，請自備瑜伽席。如參加長者北歐健走班，請自備健走杖。
Bring your own gear - Please prepare your own yoga mat for yoga class; Walking pole for nordic walking class.
- 公眾假期安排 - 如當日為法定公眾假期，課堂將暫停。
No classes will be held on statutory public holidays.
- 特殊天氣狀況
 - 若上課前一小時，天文台仍懸掛黃色／紅色／黑色暴雨警告信號，當日課堂取消。
Classes will be cancelled if the Amber/Red/Black Rainstorm Warning Signal is still hoisted 1 hour prior to the class.
 - 若上課前兩小時，天文台仍懸掛三號或以上颱風訊號，當日課堂取消。
Classes will be cancelled if the No. 3 or higher Typhoon Signal is still hoisted 2 hours prior to the class.
 - 其他狀況（如有雨，場地封閉等），會視情況而定，課堂安排會在上課前一小時公佈及通知。
Other circumstances such as light rain, closure of sportsground, arrangement may vary, arrangement will be announced 1 hour prior to class.



2. 安全指引 Safety Guidelines

- 運動前如有任何健康狀況變化，務必告知導師。 *Inform the instructor of any health changes before exercising.*
- 運動期間應量力而為，如感到不適須立即停止並報告。 *Exercise within your limits. Stop immediately and report if you feel unwell.*
- 必須遵循導師的專業指導，正確使用場地及器材。 *Follow the instructor's guidance and use equipment properly.*
- 請注意環境安全，小心濕滑地面及障礙物。 *Be aware of your surroundings (e.g., wet floors, obstacles).*
- 應適當補充水分，如有持續不適應及時就醫。 *Keep hydrated. Seek medical attention if discomfort persists.*

3. 通告群組指引 WhatsApp Community Guidelines

- 恒常出席學員(兩個月出席率達75%) 可加入WhatsApp群組。 *Frequent Participants (with 75% attendance in 2 months) could join the BiC Community Whatsapp group.*
- 群組僅用於發布課堂及活動相關資訊 (如天氣取消通知)。 *The group is used solely for class and activity announcements (e.g., cancellation notices).*
- 請勿發送與運動班無關之訊息。 *Please do not send messages unrelated to the exercise classes.*
- 請勿轉發群組內的資訊給非BiC學員。 *Please do not forward messages to unrelated parties.*
- 如學員 3 個月或以上未有出席運動班，將被移出群組。 *Participants who have not attended class for 3 months or longer will be removed from the group.*
- 群組由本單位管理員負責管理。 *The group is managed by BiC staff.*



4. 個人資料處理 Personal Data Protection

- 我們收集的資料只用於聯絡、出席記錄及保險等與服務相關的事宜。本單位收集的個人資料承諾遵守及執行《個人資料(私隱)條例》的規定。 *Our organisation is committed to collecting and handling personal data in compliance with the Personal Data (Privacy) Ordinance.*
- 學員如需要退出，可向本單位要求申請刪除學員資料。 *Participants may request deletion of their personal data by applying to our organisation.*

5. 資格取消條款 Eligibility Withdrawal Clause

- 在下列情況下，本單位有權取消學員參加服務之資格 *Bring in Change reserves the right to cancel a participant's eligibility under the following circumstances:*
 - 報名後發現不符合參加資格。 *Ineligibility discovered after registration.*
 - 於服務期間不遵從本單位職員就其言論或行為之勸喻。 *Failure to follow staff advice regarding speech or behaviour during services.*
 - 於服務期間有不當或騷擾行為，影響其他學員或職員。 *Serious or repeated misconduct affecting other participants or staff.*

6. 聲明與最終決定權 Declaration and Final Authority

- 填妥「學員申請表及免責聲明」即代表接受本指引及條款。 *Submitting the "Application Form & Waiver for Participants" implies acceptance of these Guidelines & Terms.*
- Bring in Change 保留條款及細則之最終解釋及決定權。 *Bring in Change reserves the final right of interpretation and decision regarding these terms.*

感謝閣下細閱並遵守以上守則，讓課堂可以更安全、更愉快
Thank you for following these guidelines.

