

Annual School Plan

2009-2010

1. Major Concern : Preparation for the New Senior Secondary Academic Structure

- Intended Outcomes / Targets
- Smooth Transition
 - Enhancement of students' learning abilities
 - Helping teachers adapt to the NSS learning and teaching mode
 - Helping students adapt to the NSS curriculum
 - Helping parents understand the NSS Academic Structure
 - Provision of comprehensive student learning records
 - Effective deployment of resources

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<u>Curriculum</u> <ul style="list-style-type: none"> • Implement the school-based NSS curriculum framework and related measures • Implement the reviewed junior curriculum facilitating the transition to the senior secondary curriculum • Follow-up of individual subject curricula in support of Liberal Studies 	<ul style="list-style-type: none"> • Whole School Year • Whole School Year • Whole School Year 	<ul style="list-style-type: none"> • Implementation plans are reviewed • More effective learning and teaching results • Positive feedback from teachers • Collaboration is conducted between Liberal Studies and other subject panels 	<ul style="list-style-type: none"> • Subject Panel Meetings • Annual syllabi of individual subjects • Subject panel meetings • Subject panel meetings 	<ul style="list-style-type: none"> • Panel Heads • NSS teachers • Panel Heads • Subject teachers • Panel Head of Liberal Studies • Panel Heads 	

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Strategies/Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<u>Learning and Teaching</u>					
<ul style="list-style-type: none"> Promote teachers' professional development 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> All NSS and potential NSS teachers receive relevant training of respective curriculum Intra-panel sharing on NSS subject-related matters is conducted 	<ul style="list-style-type: none"> Teachers' CPD Records Panel Meeting Minutes 	<ul style="list-style-type: none"> All NSS and potential NSS teachers Panel Heads 	<ul style="list-style-type: none"> Supply Teachers
<ul style="list-style-type: none"> Strengthen the culture of collaboration and sharing among teachers <ul style="list-style-type: none"> I.H. Project (S1) 	<ul style="list-style-type: none"> 2nd Term 	<ul style="list-style-type: none"> 80% of the students obtain a pass in the project Teachers' feedback is positive 	<ul style="list-style-type: none"> Teachers' evaluation Students' performance 	<ul style="list-style-type: none"> I.H. Panel Liberal Studies Panel School Library 	
<ul style="list-style-type: none"> Cross-curricula Project Learning (S3) 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> 80% of the students obtain a pass in the project Teachers' feedback is positive 	<ul style="list-style-type: none"> Teachers' evaluation Students' performance 	<ul style="list-style-type: none"> Project Learning Team Visual Arts Panel English Language Panel Chinese Language Panel Computer Panel Teacher advisers 	
<ul style="list-style-type: none"> Diversify the teaching methodology <ul style="list-style-type: none"> Self-directed learning in S1 – S3 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Students' performance in the learning process is satisfactory 	<ul style="list-style-type: none"> Students' performance Teachers' evaluation 	<ul style="list-style-type: none"> S1 – S3 Subject Teachers 	

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<u>Students</u> <ul style="list-style-type: none"> • Introduce the new academic structure to students <ul style="list-style-type: none"> – Talk on the school-based NSS academic structure (S2, S3) 	<ul style="list-style-type: none"> • 2nd Term 	<ul style="list-style-type: none"> • All S2 and S3 students attend the talk 	<ul style="list-style-type: none"> • No. of students attending the talk 	<ul style="list-style-type: none"> • Careers Guidance Team 	
<u>Parents</u> <ul style="list-style-type: none"> • Inform parents of the school's arrangements for the new academic structure and its latest development <ul style="list-style-type: none"> – Parents' days for S2 and S3 – Circulars to parents 	<ul style="list-style-type: none"> • 2nd Term 	<ul style="list-style-type: none"> • 90% of the parents attend the meeting • All parents receive the circulars 	<ul style="list-style-type: none"> • No. of parents attending the meeting • No. of circulars sent out 	<ul style="list-style-type: none"> • Careers Guidance Team • School Principal • School-Home Liaison Committee 	
<u>Assessment</u> <ul style="list-style-type: none"> • Prepare Student Learning Profile (SLP) 	<ul style="list-style-type: none"> • Whole School Year 	<ul style="list-style-type: none"> • Student Activity Reports for S4 students are made 	<ul style="list-style-type: none"> • Evaluation meeting of the Student Learning Record Team 	<ul style="list-style-type: none"> • Student Learning Record Team • Computer Aided Administration Working Team • Information Technology Support Team 	<ul style="list-style-type: none"> • Outsourcing IT support service • WebSAMS • Teaching Assistants

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<ul style="list-style-type: none"> Diversify the modes of assessment <ul style="list-style-type: none"> Peer assessment: S1 PSHE subjects S2 Science Other interested subjects <p><u>Resources</u></p>	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> 70% of the students meet the prescribed criterion of individual subjects Teachers' comments on students' performance are positive 	<ul style="list-style-type: none"> Assessment record Teachers' evaluation 	<ul style="list-style-type: none"> Subject Teachers 	
<ul style="list-style-type: none"> Plan the deployment of human resources 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Human resources plan (2007-2012) is reviewed from time to time 	<ul style="list-style-type: none"> SEC Meetings 	<ul style="list-style-type: none"> School Management Committee School Principal School Executive Committee 	
<ul style="list-style-type: none"> Plan the use of government funding 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Plans on the use of government funding are made The plans are implemented as scheduled Teachers' feedback is positive 	<ul style="list-style-type: none"> Teachers' evaluation SEC Meetings 	<ul style="list-style-type: none"> School Principal School Executive Committee 	

2. Major Concern : Enhancement of Students' Academic Performance

- Intended Outcomes / Targets ➤ Enhancement of students' language proficiency
 ➤ Improvement in students' learning attitude
 ➤ Improvement in public assessment results
 ➤ Strengthening of students' generic skills

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> • Make good use of on-line and other off-campus resources 	<ul style="list-style-type: none"> • Whole School Year 	<ul style="list-style-type: none"> • 80% of the students meet the prescribed success criterion • Students' feedback on the learning activity is positive 	<ul style="list-style-type: none"> • Students' performance • Students' reflection • Teachers' feedback • Reports of Course providers 	<ul style="list-style-type: none"> • Subject Panels 	<ul style="list-style-type: none"> • School Funding
<ul style="list-style-type: none"> • Reinforce the training in generic skills <ul style="list-style-type: none"> – Self-management (S1) : Workshop on self-management – Communication (S2) : Training in presentation skills – Critical thinking (S3-7) : Subject-based training in critical thinking skills – Study skills (S4) : Workshop and talk on study skills 	<ul style="list-style-type: none"> • Sept 2009 • Whole School Year • Whole School Year • Oct & Dec 09 	<ul style="list-style-type: none"> • Students show improvement in self-management skills • Oral presentation sessions are organized by different subjects • Students' performance in the oral presentation sessions is satisfactory • Students demonstrate critical thinking in learning process • Questions on critical thinking skills carry at least 10% in term test and examination • Students performance in this part is satisfactory • Students show enhancement in this skill • 80% of the students are satisfied with the workshop and talk • Students show improvement in their study skills 	<ul style="list-style-type: none"> • Year-end evaluation • Teachers' observation • Students' performance in oral presentation sessions • Students' performance in learning activities • Students' performance in test and examination • Teachers' evaluation • Questionnaire • Year-end evaluation 	<ul style="list-style-type: none"> • Counselling Team • S1 Teachers • S2 Subject Teachers • S3-S7 Subject Teachers • Academic Enhancement Team • S4 Class Teachers • S4 Subject Teachers 	<ul style="list-style-type: none"> • Questionnaire • School Funding

2. Major Concern : Enhancement of Students' Academic Performance

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> - Creativity (S4-7) : Subject-based learning activities • Strengthen students' speaking skills 	<ul style="list-style-type: none"> • Whole School Year • Whole School Year 	<ul style="list-style-type: none"> • Students display their creativity in learning processes • Students show enhancement of their creativity at the end of school year • Over 90% of S1-S7 students obtain a pass in internal speaking examinations in English Language and Chinese Language • Over 90% of S5 students obtain Level 2 or above in English Language and Chinese Language (Speaking) in HKCEE • Over 90% of S7 students obtain a pass in Use of English and Chinese Language & Culture (Speaking) in HKAL • Every student gives at least one oral presentation per term in both English Language and Chinese Language lessons • Students are given opportunities to take part in public speaking both inside and outside the school • Students show enhancement of their speaking skills at the end of the school year 	<ul style="list-style-type: none"> • Students' performance in the learning activities • Teachers' evaluation • Year-end evaluation • Students' performance in examinations • Teachers' observation • Evaluation meeting • Students' performance in HKCEE and HKAL • Record of students' participation in public speaking 	<ul style="list-style-type: none"> • S4-S7 Subject Teachers • All English and Chinese Language Teachers • All Subject Teachers • Campus TV Team 	<ul style="list-style-type: none"> • Common Test/Examinations Report Forms

2. Major Concern : Enhancement of Students' Academic Performance

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> • Strengthen students' writing skills 	<ul style="list-style-type: none"> • Whole School Year 	<ul style="list-style-type: none"> • Over 90% of S1-S7 students obtain a pass in internal writing examinations in English Language and Chinese Language • Over 90% of S5 students obtain Level 2 or above in English Language and Chinese Language (writing) in HKCEE • Over 90% of S7 students obtain a pass in Use of English and Chinese Language & Culture (writing) in HKAL • Regular displays of students' writing • Students show enhancement of their writing skills at the end of the school year 	<ul style="list-style-type: none"> • Students' performance in internal examinations • Students' performance in HKCEE and HKAL • Students' performance in course work • Evaluation meetings 	<ul style="list-style-type: none"> • All English and Chinese Language Teachers • All Subject Teachers 	<ul style="list-style-type: none"> • School Funding • Common Test/Examinations Report Forms
<ul style="list-style-type: none"> • Reinforce efforts to cater for learner diversity <ul style="list-style-type: none"> – graded exercises – target-oriented enhancement courses (S1-S3 Chinese Language) – diverse modes of teaching – more challenging tasks/teaching items for enhancement classes 	<ul style="list-style-type: none"> • Whole School Year 	<ul style="list-style-type: none"> • Students of lower ability show improvement in learning attitude and academic performance • Satisfactory performance of the enhancement classes 	<ul style="list-style-type: none"> • Students' performance in test and examination • Students' performance in learning attitude • Teachers' observation • Evaluation meetings 	<ul style="list-style-type: none"> • All Teachers 	

2. Major Concern : Enhancement of Students' Academic Performance

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> • Strengthen the reading culture among students <ul style="list-style-type: none"> – Encourage students to join online reading programme – Require all students to subscribe to English magazines or newspaper – Organize reading programmes for students – Organize reading sharing sessions for students – Organize book fairs for students – Encourage students to join external competitions – Conduct collaborative reading activities between the Library and various subject panels or functional groups to promote comprehensive reading habit 	<ul style="list-style-type: none"> • Whole School Year 	<ul style="list-style-type: none"> • All students join online reading programmes • All students subscribe to English magazines or newspaper • Reading programmes are organized for students • 80% of the students meet the prescribed minimum requirements • Book club activities are organized; 60% of the participants are satisfied with the activities • Book fairs are organized for students • 85% of the S1-4 students have sent in entries for the Best Book Commentary Competition or other external competitions • Students' feedback on the activities is positive • At least 5 collaborative reading promotion activities are organized 	<ul style="list-style-type: none"> • Students' participation in the activities • Teachers' observation • Evaluation meetings • No. of competition entries received • Record of activities organized • Evaluation meetings • Number of book fairs held • Evaluation meetings • Number of activities conducted • Feedback from teachers and students 	<ul style="list-style-type: none"> • Teacher Librarian • IT Assistant • English Language Panel • Chinese Language Panel • Subject Panels • Teacher Librarian • Teacher Librarian • English Language Panel • Teacher Librarian • Subject panels and functional groups 	<ul style="list-style-type: none"> • Prizes • Gifts

3. Major Concern : Fostering National Education

- Intended Outcomes / Targets ➤ Enriching students' knowledge of their home country
 ➤ Promoting students' awareness of their national identity
 ➤ Developing students' sense of commitment to the nation and interest in national affairs

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> Integrate national education into individual subject curricula 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Each subject panel includes national education in their respective curriculum Positive feedback from teachers and students 	<ul style="list-style-type: none"> Evaluation meeting Students' feedback Teachers' feedback 	<ul style="list-style-type: none"> Subject Panels 	
<ul style="list-style-type: none"> Arrange co-curricular activities related to national education 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> At least $\frac{2}{3}$ of the subject panels arrange one or more co-curricular activities related to national education 	<ul style="list-style-type: none"> Number of subject panels involved Evaluation meeting 	<ul style="list-style-type: none"> Subject Panels 	
<ul style="list-style-type: none"> Organize cross-border exchange activities 	<ul style="list-style-type: none"> 2nd Term 	<ul style="list-style-type: none"> 80% of the participants are satisfied with the activities Experience sharing session is organized 	<ul style="list-style-type: none"> Questionnaire Students' reflection Evaluation meeting 	<ul style="list-style-type: none"> National Education Team Catholic Society 	<ul style="list-style-type: none"> Questionnaire School Funding
<ul style="list-style-type: none"> Organize activities on national education <ul style="list-style-type: none"> – “China Week” 	<ul style="list-style-type: none"> Feb 10 	<ul style="list-style-type: none"> Positive feedback from teachers and students 	<ul style="list-style-type: none"> Evaluation meeting 	<ul style="list-style-type: none"> National Education Team Chinese and Putonghua Panels 	
<ul style="list-style-type: none"> – Quiz on National Education 	<ul style="list-style-type: none"> May 10 	<ul style="list-style-type: none"> Positive feedback from teachers and students 	<ul style="list-style-type: none"> Students' feedback Evaluation meeting 	<ul style="list-style-type: none"> National Education Team 	

3. Major Concern : Fostering National Education

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
– Broadcast of national affairs	• Whole School Year	• Positive feedback from teachers and students	• Record of broadcast • Evaluation meeting	• National Education Team	
– Board display of national affairs	• Whole School Year	• Positive feedback from team members and viewers	• Record of display • Evaluation meeting • Sharing of teachers	• Putonghua Panel • National Education Team	• Reference books
– Activities on national education at different levels (S1-S7)	• Whole School Year	• Positive feedback from teachers and students	• Students' feedback • Teachers' feedback	• National Education Team • Department of Philosophy of CUHK • Subject Panels	• Worksheets • Reference books
– Working in collaboration with other subject panels	• Whole School Year	• Positive feedback from teachers and students	• Students' performance in follow-up measures • Evaluation meetings	• Subject Panels • National Education Team	