



OUR LADY'S COLLEGE

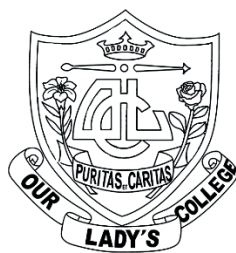
ANNUAL SCHOOL PLAN 2024-2025



"Education is a Matter of the Heart" (St. John Bosco)

TABLE OF CONTENTS

School Vision & Mission	1
 School Major Concerns (2024 – 2025)	
·Major Concern 1: To enhance learning and teaching effectiveness	2 - 6
·Major Concern 2: To enhance personal development through internalization of the school core values.....	7 - 11
Appendix 1: Plan on Use of the Capacity Enhancement Grant (CEG) 2024-2025	12
Appendix 2: DLG-funded Other Programme (Gifted Education) Programme and Budget 2024-2025	13
Appendix 3: Learning Support Grant (LSG) Budget Plan 2024-2025	14
Appendix 4: Plan on use of Enhanced Chinese Learning and Teaching for Non-Chinese Speaking Students (NCS) 2024-2025.....	15
Appendix 5: Plan on use of Promotion of Reading Grant 2024-2025.....	16
Appendix 6: School-based After-school Learning and Support Programmes School-based Grant (SBG) - Programme & Budget 2024-2025	17 - 18
Appendix 7: Plan on use of Life-wide Learning Grant (LWLG) 2024-2025	19 - 42
Appendix 8: Plan on use of Citizenship and Social Development Grant (CSG) 2024-20255	43 - 44
Appendix 9: Plan on use of One-off Grant for Promotion of Chinese Culture Immersion Activities 2024-2025.....	45
Appendix 10: Plan on use of One-off Grant on Parent Education (Secondary) 2024-2025	46 - 47
Appendix 11: Plan on use of One-off Grant for Mental Health at School 2024-2025	48
Appendix 12: Plan on use of One-off Grant for Promotion of a Sports Ambience and MVPA60 in Schools 2024-2025.....	49
Appendix 13: Plan on Sister School Exchanges of 2024-2025	50



Our Lady's College

1. School Vision & Mission

Mission Statement

Vision

The core values of Catholic Education and the spirit of our founders, Don Bosco and St. Mary Mazzarello, are the guiding principles of our education mission. Imbued with a family spirit and directed by the three cornerstones of the Preventive System of Don Bosco— Reason, Religion and Loving-kindness, it is our vision to nurture our students into young women who will live life to the full.

Mission

We aim to nurture the whole-person development of our students holistically enhancing their spiritual, moral, intellectual, cultural and social aspects. This will enable our students to embrace life, with all its realities and challenges, with optimism, integrity and fortitude, as well as serving society with dedication. All this will empower them to live life to the full.

School Emblem

Crown, Sceptre :	Our Lady, Queen of Heaven and Earth—the Guide, the Teacher and the Mother of all those entrusted to her care
Lily :	Purity – a pure heart strengthens the unity of mind, thus rendering it capable of assimilating all that is True, Good and Beautiful
Rose :	Charity – care, understanding and self-giving for the love of God and fellowmen, nurturing the flower of love and spreading the joy of love in action
Puritas et Caritas :	Purity and Charity
OLC :	Our Lady's College

Our Lady's College Annual School Plan (2024-2025)

Major Concern 1: To enhance learning and teaching effectiveness

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
1.1 To enhance quality teaching and student engagement in the learning process	1.1.1 To have a clear view of teaching and learning effectiveness through data analysis so as to cater for students with diverse learning needs a) Conduct a holistic review of students' HKDSEE performance (with the guidelines given) and internal test/exam performance with reference to various reports and statistics b) Review and refine school-based curriculum, learning materials, pedagogy and assessment based on the data analysis	<ul style="list-style-type: none"> Differentiated curriculum and learning materials are developed, different modes of pedagogy and assessment are adopted to meet students' diverse abilities Student show improvement in their academic performance 	<ul style="list-style-type: none"> Inspection of Minutes of Panel Meetings Inspection of Reports of Term Tests/Exams Students' assignment inspection Lesson observations Inspection of differentiated learning materials developed Feedback from students and teachers 	• Whole School Year	<ul style="list-style-type: none"> VP (Academic) Panel Heads and subject teachers 	
	1.1.2 To enhance teachers' professionalism in curriculum development, lesson design, pedagogy and assessment literacy through promoting the culture of professional exchange a) Internal: <ul style="list-style-type: none"> Equip teachers with lesson design and pedagogical skills in enhancing student engagement through attending professional development programmes Promote a professional sharing culture on quality teaching at various meetings b) External: <ul style="list-style-type: none"> Attend professional training programmes/sharing sessions on quality teaching organized by EDB, other tertiary institutions or other schools e.g. the School-based Support Services organized by EDB 	<ul style="list-style-type: none"> Teachers find the training programmes useful in enhancing their professionalism Regular meetings on curriculum pedagogy and assessment are held and suggestions to strive for improvement made Each subject panel attend at least one external professional development programme organized by EDB/ other educational institutes 	<ul style="list-style-type: none"> Inspection of Minutes of Panel Meetings Students' assignment inspection Lesson observations Records of professional development programmes Feedback from teachers 	• Whole School Year	<ul style="list-style-type: none"> Panel heads and subject teachers Staff Professional Development Team 	<ul style="list-style-type: none"> CPD programmes offered by EDB and tertiary institutes

Major Concern 1: To enhance learning and teaching effectiveness

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
	<p>1.1.3 To optimize the use of IT in enhancing learning and teaching effectiveness</p> <p>a) Equip students of junior levels with IT skills to ensure effective use of e-materials</p> <p>b) Inculcate students with media and information literacy to ensure the ethical use of new media</p> <p>c) Enhance teachers' skills in adopting the latest trend of IT development to raise the teaching and learning effectiveness</p>	<ul style="list-style-type: none"> Basic IT skills for e-learning and information literacy are integrated into the computer literacy curriculum Students demonstrate a grasp of basic IT skills Students abide by the rules set on the use of iPads Students of junior levels have been equipped with IT skills to use e-materials effectively and ethically Media and information literacy have been fostered Professional training activities and sharing of the latest trend of IT development are organised Teachers find the training programmes useful in enhancing their skills and readiness to use IT in teaching 	<ul style="list-style-type: none"> Inspection of the subject curriculum Students' performance in online learning Students' disciplinary records Lesson observations Student and teacher questionnaire survey 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Computer Literacy & ICT Panel IT in Education Team Panel heads and subject teachers 	<ul style="list-style-type: none"> Training & sharing offered by educational institutes
	<p>1.1.4 To broaden students' learning experience and exposure through co-curricular and cross-curricular learning activities</p> <p>a) Deepen subject learning through external experiential learning activities, e.g. field trips, visits and study tours</p> <p>b) Promote intra/inter KLA learning activities/ projects, e.g. STEAM Project-based Learning for S3</p>	<ul style="list-style-type: none"> Each subject/KLA successfully organizes at least one co-curricular learning activity The S3 STEAM Project-based Learning is implemented 70% of students surveyed reflect that the learning activities have helped them develop different skills, and have enhanced their interest and learning effectiveness Students participate well in the activities 	<ul style="list-style-type: none"> Panel records on the learning activities arranged Feedback from students Students' performance in-term tests and exams 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Panel heads and subject teachers KLA Coordinators STEAM Education Team 	<ul style="list-style-type: none"> Life-wide Learning Grant

Major Concern 1: To enhance learning and teaching effectiveness

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
1.2 To enhance the effectiveness of learning and teaching in the English medium	1.2.1 To further develop teachers' capability for using English as the medium of instruction effectively a) Organise Capacity Building Programme for EMI subject teachers pertaining to pedagogies of teaching rich, meaning scaffolding and student engagement b) Participate in school-based support programmes organized by the EDB and other educational bodies c) Cultivate a collaborative working atmosphere through different sharing platforms and professional exchange in school meetings	<ul style="list-style-type: none"> Teachers find the Capacity Building Programme for EMI subjects and the school-based support and professional development programmes helpful Teachers are able to apply the skills and strategies acquired in the EDB support programmes attended Learning and teaching resources are developed to enrich the school-based MOI support Developmental peer lesson observations for EMI content subjects are arranged Teachers share their experience in attending workshops or support programmes in school meetings 	<ul style="list-style-type: none"> Inspection of the developed MOI teaching and learning resources Feedback from teachers Lesson observations Students' assignment inspection 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> English Language teachers EMI non-language subject teachers LaC Team MOI Implementation Task Group Staff Professional Development Team 	<ul style="list-style-type: none"> CPD programmes offered by EDB and tertiary institutes
	1.2.2 To review and refine MOI support at junior levels a) Enhance the MOI support provided to EMI non-language subjects with the teaching of common skills (language skills and learning skills) at S1 and S2 LaC b) Refine MOI bridging programmes organized to facilitate the transition to English medium education	<ul style="list-style-type: none"> MOI support is reviewed and refined to meet the language needs and learning skills of S1 and S2 students MOI bridging programmes are successfully organized 70% of students surveyed find the bridging programmes useful in helping them adapt to the use of English as the MOI Students are able to apply the skills and knowledge acquired in the bridging programmes 	<ul style="list-style-type: none"> Inspection of subject curriculum and MOI support materials Students' assignment inspection Student questionnaire survey Students' performance in term tests and exams 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> EMI non-language subject panels English Panel MOI Implementation Task Group 	

Major Concern 1: To enhance learning and teaching effectiveness

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
	<p>1.2.3 To enhance students' engagement and learning competencies in various EMI subjects</p> <p>a) Provide students with ample chances to use English to verbalise and express the subject contents</p> <p>b) Foster vocabulary building and its application in the learning of the subjects</p>	<ul style="list-style-type: none"> • Ample chances to verbalise and express subject contents provided • Vocabulary building and its application in the learning of EMI subjects has been fostered 	<ul style="list-style-type: none"> • Inspection of the subject curricula • Students' performance in term tests and exams • Feedback from teachers-in-charge • Feedback from students 	<ul style="list-style-type: none"> • Whole School Year 	<ul style="list-style-type: none"> • English Panel • EMI non-language subject panels • MOI Implementation Task Group 	
	<p>1.2.4 To strengthen cross-curricular collaboration conducive for the learning of EMI subjects</p> <p>a) Teaching of common skills in S1 and S2 LaC lessons and subject teachers concerned to be informed of what has been covered in LaC lessons</p> <p>b) Enhancement of lesson design of EMI non-language subjects at S1 and S2 (at least 2 topics per term)</p> <p>c) Implementation of cross-curricular reading activities through different platforms (RaC)</p>	<ul style="list-style-type: none"> • Common skills have been taught • Lesson design of EMI subjects at S1 and S2 (at least 2 topics per term) has been enhanced • Subject teachers concerned have been informed of what has been covered in the LaC lessons • Cross-curricular reading activities have been implemented through different platforms • The LaC lessons are successfully implemented • Students are able to apply the skills and language covered in coursework and assessment • Feedback from EMI subject teachers is positive • 70% of students surveyed reflect that the reading programmes and activities have helped to enhance their language skills required for various subjects 	<ul style="list-style-type: none"> • Inspection of the LaC curriculum • Students' performance in term tests and exams • Students' participation records of various cross-curricular reading activities • Student questionnaire survey 	<ul style="list-style-type: none"> • Whole School Year 	<ul style="list-style-type: none"> • LaC Team • English Panel • EMI non-language subject panels • MOI Implementation Task Group • Reading Enhancement Team 	<ul style="list-style-type: none"> • Promotion of Reading Grant

Major Concern 1: To enhance learning and teaching effectiveness

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
1.3 To help students develop strategies for effective learning	1.3.1 To foster the habit of pre-lesson preparation and post-lesson review for knowledge consolidation a) Class teachers provide S1 and S2 students with guidelines and guidance on lesson preparation and lesson review b) Subject panels promote the study habit among students in daily lessons, e.g. designing pre-lesson tasks, arranging study groups	<ul style="list-style-type: none"> The majority of S1 and S2 students find the guidelines and guidance given useful in helping them build good study habit Good study habits developed by the majority of students 	<ul style="list-style-type: none"> Teachers' observation Students' academic performance 	• Whole School Year	<ul style="list-style-type: none"> S1 and S2 Class teachers Class Teachers Coordination Team Academic Enhancement Team Panel heads and subject teachers 	
	1.3.2 To cultivate the skills for self-directed learning a) Organize workshops on effective learning strategies – S1-S2: time management, memory skills, note-taking – S3-S6: note-making, use of graphical organizers b) Subject panels provide students with self-learning resources and opportunities to apply and consolidate the learning strategies by devising learning tasks like learning portfolios and project work c) Subject teachers are to integrate practices into the teaching of topics that can help students consolidate and apply the skills learnt	<ul style="list-style-type: none"> 70% of the students surveyed agree that the study skills recommended are useful to their studies Subject-based self-learning resource banks are set up Each subject panel assign at least one learning task to promote self-directed learning Practices have been integrated into the teaching of topics that can help students consolidate and apply the skills learnt 	<ul style="list-style-type: none"> Student questionnaire survey Students' performance in learning Supervision, monitoring and evaluation of panel heads Inspection of the self-learning resource banks developed by subject panels Inspection of minutes of evaluation meetings 	• Whole School Year	<ul style="list-style-type: none"> Academic Enhancement Team Class teachers Panel heads and subject teachers 	• Programmes by Service providers

Major Concern 2: To enhance personal development through internalization of the school core values

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
2.1 To understand, internalize and live out the school core values	2.1.1 To orientate the school community into a deeper understanding of the school core values a) Enhance the school community's understanding of the school core values through induction programmes, staff development programmes and other platforms b) Organize career and life planning programmes for the graduating classes to prepare for their future endeavours under the guidance of the school's core values c) Further integrate the school core values into subject curricula of JS, learning activities, assemblies and school events through theme-based programmes	<ul style="list-style-type: none"> New teachers find the induction programmes helpful in enriching their understanding about the school core values 80% of teachers agree that the professional development programmes can enrich their understanding of the school core value Students' understanding towards the school core values has been enriched Incorporate at least one topic in each junior level with subject-based guidelines The school core values involved are highlighted by the theme-based programmes and the follow-up debriefing sessions Students are given opportunities for self-reflection Parents have enriched their understanding of the school core values 	<ul style="list-style-type: none"> Teacher questionnaire survey Feedback from students and teachers Records of professional development activities Evaluation meetings Subject panel records Students' performance in the activities and school events 	• Whole School Year	<ul style="list-style-type: none"> Staff Professional Development Team Religious & Spiritual Formation Team Career & Life Planning Team Panel heads and subject teachers Other teams under Student Development Committee (if relevant) 	<ul style="list-style-type: none"> Life-wide Learning Grant NGO Service providers
	2.1.2 To cultivate a school milieu conducive to the spiritual growth of all a) Refine the Ethics and Religious Education (ERE) curriculum to foster the religious and spiritual formation of students b) Enhance the spiritual growth of the school community through daily morning prayer, religious liturgy and etiquette, singing hymns and religious activities c) Conduct sharings during school assemblies or through other platforms on feast days of the Church	<ul style="list-style-type: none"> The refined curriculum can reinforce the school core values Participants have enhanced their awareness of the school core values Participants find the sharing activities helpful in enriching their understanding of the school core values 	<ul style="list-style-type: none"> Supervision, monitoring and evaluation of the panel head Subject panel records Students' performance in the activities Feedback from students and teachers Evaluation meetings 	• Whole School Year	<ul style="list-style-type: none"> ERE Panel Religious & Spiritual Formation Team Music Panel Ceremonies & Assemblies Team 	<ul style="list-style-type: none"> Life-wide Learning Grant

Major Concern 2: To enhance personal development through internalization of the school core values

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
	<p>2.1.3 To encourage the manifestation of the school core values in everyday school life</p> <p>a) Heighten the importance of the role modelling of each member of the school community in shaping the school milieu</p> <ul style="list-style-type: none"> - teachers: comply with the professional code of conduct - students: comply with school rules <p>b) Commend and affirm good behaviour through awards and celebration</p> <p>c) Apply the school core values of reason, religion and loving-kindness in handling student discipline and counselling issues</p> <p>d) Equip teachers with knowledge and skills in handling student discipline and counselling issues</p>	<ul style="list-style-type: none"> • Staff members comply with the code of conduct • Students comply with the school rules • Teachers and students are able to actualize the school core values • Students show improvement in homework submission and punctuality • Students are well-mannered • Students demonstrate a positive learning attitude • Students are able to have self-reflection on their behavioural issues • Teachers are able to apply the skills acquired in handling student discipline and counselling issues 	<ul style="list-style-type: none"> • Students' performance • Feedback from teachers • Evaluation meetings • Students' homework non-submission records • Students' late and misbehavioural records 	<ul style="list-style-type: none"> • Whole School Year 	<ul style="list-style-type: none"> • Class Teachers • Coordination Team and class teachers • Academic Enhancement Team • Discipline Team • Counselling Team • Staff Professional Development Team 	

Major Concern 2: To enhance personal development through internalization of the school core values

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
2.2 To foster the interconnectedness of all within the school community	2.2.1 To cultivate a school culture filled with loving-kindness and care a) Refine the curriculum of Class Teacher Period to create more opportunities for the building of class cohesiveness b) Nurture communication skills of students to foster positive relationships among students c) Enhance the bonding of students through Big Sisters Scheme, class-based, form-based and house-based activities d) Foster pastoral care through collaboration with students in organizing and /or joining activities	<ul style="list-style-type: none"> The refined curriculum of the Class Teacher Period helps strengthen the role of class teacher in pastoral care Students are able to maintain positive peer relationships Students are able to cooperate and collaborate with fellow students and teachers Teachers demonstrate pastoral care to the students 	<ul style="list-style-type: none"> Supervision, monitoring and evaluation of the team head Evaluation meetings Students' performance Feedback from students and teachers 	• Whole School Year	<ul style="list-style-type: none"> Class Teachers Coordination Team and class teachers ECA and Service Groups Co-curricular Learning Experience Coordination Team Counselling Team Student Leadership Development Team Other teams under the Student Development Committee (if relevant) 	<ul style="list-style-type: none"> Life-wide Learning Grant NGO Service Providers
	2.2.2 To promote parental participation in the growth of the students a) To organize structured parent education programmes to equip parents with appropriate parenting knowledge, skills, attitudes and values for fostering the well-being of students b) Strengthen the home-school cooperation through enhancing communication with parents, encouraging parents' participation in school events and organizing parent-child activities	<ul style="list-style-type: none"> 70% of participants agree that the programmes organized are useful in supporting student growth and fostering their well-being Parents show better engagement in student growth The mutual understanding between the school and parents is enhanced Parents are willing to participate in school events Parent-child activities are successfully organized 	<ul style="list-style-type: none"> Questionnaire survey Evaluation meetings Feedback from teachers Parent attendance records in school events Parent-child activities records 	• Whole School Year	<ul style="list-style-type: none"> All teachers Counselling Team PTA 	<ul style="list-style-type: none"> NGO Service Providers

Major Concern 2: To enhance personal development through internalization of the school core values

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
2.3 To appreciate and develop the strengths of all in the school community	2.3.1 To provide students with a good variety of learning activities conducive to the realization of potential and confidence building a) Unleash students' potential through various learning activities b) Equip teachers with debriefing skills to boost the effectiveness of learning activities c) Utilize the students' talent databank to discover and cultivate their strengths, and offer opportunities to develop their potential to the full	<ul style="list-style-type: none"> 80% of students agree that they can develop their potential and enhance their confidence through the activity Teachers are able to apply the skills acquired in the debriefing sessions Teachers utilize the students' talent databank to offer learning opportunities for students to develop and showcase their abilities 	<ul style="list-style-type: none"> Evaluation meetings Student questionnaire survey Feedback from students and teachers 	• Whole School Year	<ul style="list-style-type: none"> Subject panels Co-curricular Learning Experience Coordination Team Gifted Education Team ECA and Service Groups Coordination Team Other teams under the Student Development Committee (if relevant) 	<ul style="list-style-type: none"> Life-wide Learning Grant NGO Service Providers
	2.3.2 To create ample opportunities for students and teachers to explore, expose and experience a) Promote and explore opportunities for students to participate in inter-school/international competitions or activities b) Organize study tours and exchange programmes with partner schools/institutions c) Extend the service learning programme to other levels/groups to widen students' life experience	<ul style="list-style-type: none"> 70% of students participate in inter-school/international competitions 80% of students agree that the activity can extend their exposure and broaden their horizons Teachers find that their exposure and horizons are broadened Study tours and exchange programmes are successfully organized Students realized their social responsibility and are motivated to serve the underprivileged 	<ul style="list-style-type: none"> Evaluation meetings Student questionnaire survey Feedback from students and teachers Student participation and achievement records 	• Whole School Year	<ul style="list-style-type: none"> Subject panels ECA and Service Groups Coordination Team Co-curricular Learning Experience Coordination Team Student Leadership Development Team Global Exposure Team Gifted Education Team Other teams under the Student Development Committee (if relevant) 	<ul style="list-style-type: none"> Life-wide Learning Grant NGO Service Providers

Major Concern 2: To enhance personal development through internalization of the school core values

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
	<p>2.3.3 To cultivate capacity for self-leadership and leadership of others</p> <p>a) Create learning platforms, e.g. workshops, training programmes and learning activities for students to develop their self-management skills</p> <p>b) Provide guidance and develop leadership skills, e.g. communication skills and responsibility of potential student leaders at junior levels</p> <p>c) Empower student leaders by equipping them with essential leadership qualities and school core values through leadership formation programmes to foster the formation of servant leaders</p> <p>d) Provide opportunities for students to showcase their capacity in daily school life and school events</p>	<ul style="list-style-type: none"> Students maintain good discipline 80% of participants grasp a basic understanding of the leadership qualities and school core values of being a leader Teachers find that the leadership skills of junior-form students are developed Students are able to apply the leadership skills acquired Students can be role models for their peers, demonstrating in their words and deeds Potential student leaders and student leaders are offered ample opportunities to take up more prominent roles in school events Potential student leaders and student leaders find that they have a greater sense of commitment to their responsibilities 	<ul style="list-style-type: none"> Student questionnaire survey Evaluation meetings Students' performance in programmes Feedback from students and teachers 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Class Teachers Coordination Team and class teachers Student Leadership Development Team ECA and Service Groups Coordination Team Other teams under the Student Development Committee (if relevant) 	<ul style="list-style-type: none"> Life-wide Learning Grant NGO Service Providers
	<p>2.3.4 To create occasions to affirm, commend and celebrate to reinforce the appreciative spirit</p> <p>a) Provide platforms for students to showcase their enriching experiences or achievements through school assemblies, school webpage and publications</p> <p>b) Recognize students' accomplishments through scholarships and the school award system</p>	<ul style="list-style-type: none"> Students' accomplishments in both academic and non-academic are recognized Students show appreciation towards the enriching experiences or achievements of their schoolmates 	<ul style="list-style-type: none"> Evaluation meetings Feedback from students and teachers Student achievement records 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Subject panels Ceremonies & Assemblies Team Co-curricular Learning Experience Coordination Team ECA and Service Groups Coordination Team Other teams under Student Development Committee (if relevant) 	

Our Lady's College
Plan on Use of the Capacity Enhancement Grant (CEG) 2024-2025

Task Area	Major Areas of Concern	Strategies / Tasks	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Promoting learning and teaching effectiveness	To relieve teachers' non-teaching workload	To employ two full-time teaching assistants in <ul style="list-style-type: none"> • preparing teaching materials and documents • going on outings with students for learning activities 	September 2024 to August 2025	Salary of 2 teaching assistants including MPF: \$626,346	<ul style="list-style-type: none"> • Learning materials can be made and updated • Smooth operation of activities and non-teaching duties of teachers are reduced 	Promoting learning and teaching effectiveness	To relieve teachers' non-teaching workload

Our Lady's College
DLG-funded Other Programme (Gifted Education) Programme and Budget 2024-2025

Domain	Programme	Objective(s)	Targets	Duration	Deliverables	Teacher In Charge	Budget
Core Subjects	<ul style="list-style-type: none"> Chinese Language Enhancement Programme English Language Enhancement Programme Mathematics Enhancement Programme 	To offer high order thinking skill training (answering, writing, and creativity) in core subjects for average to higher ability students	S5 to S6 Students	Whole school year	Selected students will be enhanced in high order thinking skill (answering, writing, and creativity) in core subjects.	Ms Nicky Chin Ms Jodie Kwan Ms Jose Yu	\$38,000
Other Enhancement Programme	<ul style="list-style-type: none"> Chinese Public Speaking and Debate 	To offer high order thinking skill training in speaking, debating and creativity	S4 to S5 Students	Whole school year	Selected students will be enhanced in high order thinking skill in speaking, debating and creativity.	Ms Nicky Chin Ms Zoe So	\$5,000
Individual gifted students	<ul style="list-style-type: none"> Support individual gifted students to attend gifted programs, workshops, courses and activities held by GE team or outside school Support individual gifted student to attend gifted programs in travelling fee Support individual gifted student to participate in competitions in material and travelling fee 	To enable gifted students to acquire diversified learning opportunity and develop their career aspirations in higher level	S4 to S6 Students	Whole school year	<ul style="list-style-type: none"> Individual gifted students will be nominated to join the gifted programmes inside school. Selected gifted students will be nominated to join gifted programmes and competitions outside school. 	Ms Nicky Chin Ms Jodie Kwan Ms Jose Yu	\$93,000
Promotion of gifted education	<ul style="list-style-type: none"> Promote the significance of gifted education to whole school 	To enable to students to acquire the latest information of gifted education	Whole school	Whole school year	Selected students will be introduced different gifted programs.	Ms Nicky Chin Ms Jodie Kwan	\$1,000
Applied Learning	DSE (Category B) Applied Learning	To provide applied learning courses for DSE 2025 and 2026	S5-6	Whole school year	Students who enrolled in Applied Learning	Ms Mandy Ho	\$306,255
Other Language	DSE (Category C) Other Language: Japanese French Korean	To provide language courses for students who sit for language examinations	S4-6	Whole school year	Students who enrolled in Other Language	Ms Mandy Ho	\$43,000

Our Lady's College
Learning Support Grant (LSG) Budget Plan 2024-2025

Income

Item		Amount (\$)	Remarks
Surplus allowed to be retained at the end of last financial year (i.e. as at 31 March)	(a)	\$70,496.61	
The 1st allotment in the 2022 /23 school year	(b)	\$280,280	The 1 st allotment is 70% of school's entitled amount of LSG in the last school year which will be disbursed in August of every school year.
The 2nd allotment in the 2022 /23 school year	(c)	\$120,120#	The 2 nd allotment is calculated according to the information submitted by schools on or before 30 November. EDB will notify and disburse the amount to schools in February and April of the following year respectively. # It is estimated there are 25 SEN students who belong to Tier 2. The subsidized amount per each student at Tier 2 is HK\$ 16,016.
Total income (d) = (a) + (b) + (c)		\$501,165.86#	

Expenditure

Item		Amount (\$)	Remarks
1. Employ additional full-time and /or part-time teachers		\$0	The LSG should be used for supporting students with SEN and *ALAs. For details, please refer to Appendix 1 of EDB Circulars No. 6/2019.
2. Employ additional TAs		\$100,000#	
3. Hire of professional services		\$200,000#	
4. Purchase teaching resources and aids		\$2,000#	
5. Organise programmes on learning or inclusive culture, conduct school-based teacher training programmes and organize home-school co-operation activities		\$80,000#	
Total Expenditure (e)		\$402,000#	

Balance

Item	Amount (\$)	Remarks
Estimated accumulated surplus by the end of this financial year (f) = (d) – (e)	\$99165.86#	The LSG is a recurrent cash grant calculated according to the number of students with SEN enrolled at a school and their level of support required in the respective school year. As such, schools have the responsibility to fully utilize the LSG received each year to cater for the needs of the respective cohort of students (i.e. schools should avoid having surplus in item (f) when planning the budget of LSG as far as possible) . Schools should make reference to Chapter 9 – Use of Resources of the “Operation Guide on The Whole School Approach to Integrated Education” in planning for the effective use of LSG. For details, please refer to EDB Circulars No.6/2019.
Percentage of surplus to this financial year's provision (%) (g) = (f) / [(b) +(c)]x100%	24.8%#	

Estimated sum

Our Lady's College
Plan on use of Enhanced Chinese Learning and Teaching for
Non-Chinese Speaking Students (NCS) 2024-2025

Task Area	Major Areas of Concern	Strategies/Tasks	Time Scale	Resources Required
Support NCS students in learning Chinese and its culture	To relieve the workload of teachers in teaching Chinese Language to NCS students	To employ contract teacher and assistant teacher to provide pull-out class on learning Chinese Language for NCS students	September 2024 – August 2025	\$600,000
	To obtain external professional service to assist teachers in conducting tailor made programme	To hire external tutors to provide tailor made programme to enhance the NCS students' motivation to learn Chinese and their interest in Chinese culture	September 2024 – August 2025	\$50,000
	To obtain resources favourable for the learning of Chinese	To purchase teaching resources	September 2024 – August 2025	\$8,000
	To promote inclusive learning environment	To procure professional services to organize inclusion activities	September 2024 – August 2025	\$120,000

Total expenditure: \$778,000

Our Lady's College
Plan on use of Promotion of Reading Grant 2024-2025

Major objectives:

- (a) To extend students' horizon and enrich their reading scopes with eReading materials on current affairs and contemporary worldwide issues.
- (b) To enhance students' language proficiency in both English and Chinese and their mastery of the integrated skills in both language.
- (c) To support senior form students in the preparation of HKDSEE with reading materials and practice papers equipped with the eReading platforms.

Balance b/f from 2023/24 was **\$29219.50**

Estimated grant for 2024/25: **\$67,153.94** *(With reference to the grant of \$65,198.00 provided in 2023/24 on a 3% inflation adjustment)*

Particulars	Subject/Group	Levels	Teacher-in-charge	Estimated Expenses (\$)
Annual subscription of eNewspaper for morning reading program: Quest for S1 - S3 (approximate 356 students) (Digital and printed version @\$87.5/student for 25 issues – total: \$31,150) and iNKY S4-S5 (approximately 210 students) (Digital and printed version @\$87.5/student for 25 issues- total: \$18,375) and iNKY S6 (approximately 99 students) (Digital and printed version @\$42/student for 12 issues – total: \$4,158)	English Language Panel & Reading Enhancement Team	S1 – S6	Panel Head of English Language & NET with Ms. Lisa Lo	\$53,683.00
Annual subscription of Chinese eNewspaper for S4-S6 students (Digital and printed version @\$1.2/copy)	Chinese Language Panel & Reading Enhancement Team	S4 – S6	Ms. Esther Chan & Ms. Lisa Lo	\$ 8,200.00
Annual subscription fee of eRead Scheme 200 SUEP ebooks	Reading Enhancement Team	S1 – S6	Ms. Lisa Lo	\$ 25,000.00
Creative Writing Workshop conducted by writer	Chinese Language Panel & Reading Enhancement Team	S1 - S3	Ms. Esther Chan & Ms. Lisa Lo	\$8,000.00
Total				\$ 94,983.00

*The Reading Grant included the balance brought forward from 2023/24

Our Lady's College
School-based After-school Learning and Support Programmes
School-based Grant (SBG) - Programme & Budget 2024-2025

A. Amount of grant

Grant b/f	\$	113,400.00
Grant Received	\$	92,400.00
	\$	205,800.00

B. The estimated number of students (count by heads) benefitted under this Programme is 100 (including A. 20 Comprehensive Social Security Assistance (CSSA) recipients, B. 55 full grant recipients under the Student Financial Assistance (SFA) Schemes and C. 25 under school's discretionary quota).

C. Information on Activities to be subsidized/complemented by the Grant.

*Name / Type of activity	Objectives of the activity	Success criteria (e.g. learning effectiveness)	Method(s) of evaluation (e.g. test, questionnaire, etc.)	Period/Date activity to be held	Estimated no. of participating eligible students#			Estimated expenditure (\$)	Name of partner/ service provider (if applicable)
					A	B	C		
Pre-S1 Summer English Bridging Programme	To narrow the gap between the curriculum of Primary 6 and Secondary 1 and to help students adapt to the use of English as the medium of instruction	Students' performance in lessons is satisfactory. Students attend at least 90% of the lesson.	<ul style="list-style-type: none"> • Comments from instructors • Attendance record 	14 th – 16 th , 19 th – 22 nd August 2024	5	6	15	\$6,000	Synergy Education Provider Company Limited
Leadership Training for Committee Members	To brush up students' leadership and communication skills	Students can complete the tasks set in the training and acquire related skills.	<ul style="list-style-type: none"> • Questionnaire • Feedback from students • Comments from instructors and teachers 	Whole school year	10	20	5	\$10,000	
Chinese Instrumental Classes	To provide students with opportunities to experience music and enhance their techniques and to nurture students' aesthetic talent and boost their self-confidence	Students' performance in classes is satisfactory.	<ul style="list-style-type: none"> • Comments from instructors and teachers-in-charge 	Whole school year	1	3	2	\$15,000	

*Name / Type of activity	Objectives of the activity	Success criteria (e.g. learning effectiveness)	Method(s) of evaluation (e.g. test, questionnaire, etc.)	Period/Date activity to be held	Estimated no. of participating eligible students#			Estimated expenditure (\$)	Name of partner/ service provider (if applicable)
					A	B	C		
Sports Training	To achieve maximum individual	Students' performance in training is satisfactory.	• Comments from instructors and teachers-in-charge	Whole school year	5	15	5	\$6,000	
Enrichment Courses	To foster students' development in specific academic areas	The aims of courses are achieved.	• Feedback from students • Comments from instructors and teachers • Attendance record	Whole school year	5	15	5	\$10,000	
Study Tours	To broaden students' horizons and widen their scope of life	Students can experience life-wide learning.	• Feedback from students • Comments from teachers	School holidays	10	20	10	\$80,000	
Spanish Class	To let students learn a new language	The aim of the club is achieved.	• Comments from instructors and teachers-in-charge	Whole school year	0	1	2	\$1,500	Spanish World HK Ltd
Japanese Class	To let students learn a new language	The aim of the club is achieved.	• Comments from instructors and teachers-in-charge	Whole school year	0	1	2	\$1,500	Pasona Education
Korean Class	To let students learn a new language	The aim of the club is achieved.	• Comments from instructors and teachers-in-charge	Whole school year	0	2	2	\$1,500	HOW Academy Ltd
Culinary Arts Club	To stimulate students' interest in cooking and creativity	The aim of the club is achieved.	• Comments from instructors and teachers-in-charge	Whole school year	1	6	3	\$2,000	
Total no. of activities: 10				@No. of man-times	37	89	51		
				**Total no. of man-times	177				

Note:

* Types of activities are categorised as follows: tutorial services, learning skill training, languages training, visits, art and cultural activities, sports, self-confidence development, volunteer services, adventure activities, leadership training, and communication skills training courses.

@ Man-times: refers to the aggregate no. of benefitted students participating in each activity listed above.

** Total no. of man-times: the aggregate of man-times (A) + (B) + (C)

Eligible students: students in receipt of CSSA (A), full grant under the SFA Schemes (B) and needy students identified by the school under the discretionary quota (not more than 25%) (C).

Our Lady's College
Plan on use of Life-wide Learning Grant (LWLG) 2024-2025

Schools are required to upload this Plan or the Annual School Plan which consist of this Plan endorsed by their SMCs / IMCs onto the homepage of the schools for the sake of enhancing transparency and in accordance with the established practice.

Declaration: We understand clearly the principles on the use of the Life-wide Learning Grant and, after consulting teachers on the allocation of the resources, plan to deploy the Grant for promoting the following items.

Category 1: To organize/participate in life-wide learning activities

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
1.1	Local Activities: To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness, or to organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential and nurturing in students' positive values and attitudes													
1	Biology Life-wide Learning Activity for S4- Woodland Ecologists	1/3/2025	S4	50	\$15,000.00	\$300.00	To help students understand biodiversity and woodland ecosystems. To let students carry out an onsite ecological field study in woodland.	Science	Feedback from instructors and teachers. Students feedback by doing questionnaires	✓	✓			
2	Biology Life-wide Learning Activity for S5- Biology-related study programme organized by theme park	18/3/2025	S5	48	\$5,000.00	\$104.17	To explore the largest mangroves in Hong Kong, located in the core zone of Mai Po and learn about their features, ecology and the threats they face.	Science	Feedback from instructors and teachers. Students' feedback by doing questionnaires.	✓	✓			

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
3	Chemistry Transportation fee for Visit to “CLP Power Low Carbon Energy Education Centre” for S5 students	26/2/2025	S5	29	\$1,000.00	\$34.48	To help students learn about the importance of low-carbon energy in addressing the challenge of climate change.	Science	By conducting survey to collect feedback from participants	✓				
4	Chemistry Transportation fee for Visit to “The Chemistry Department in CUHK” for S5 students	4/12/2024	S5	29	\$1,000.00	\$34.48	To familiarize students with the admission requirements in CUHK and to know more about the career prospects of chemistry study in Hong Kong.	Science	By conducting survey to collect feedback from participants	✓				
5	English Speech Festival - Materials and Miscellaneous	10/2024-12/2024	S1-S5	31	\$2,000.00	\$64.52	Students take part in the annual Speech Festival and compete in different categories. Their English proficiency and confidence in using the language can be enhanced.	English Language	Post-activity debriefing and sharing	✓		✓		
6	Economic transport subsidy for the Visit to the HKMA	9/2024 & 5/2025	S5-S6	49	\$3,000.00	\$61.22	To enrich students’ knowledge about the work of the HKMA and the development of money and banking in Hong Kong.	Cross-Disciplinary (Others)	By conducting survey to collect feedback from students	✓				

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
7	Citizenship, Economics & Society / Life & Society Transport subsidy for the guided visit to the Court of Final Appeal	6/2025	S2	35	\$1,000.00	\$28.57	To enhance students’ understanding of the principles and importance of the rule of law, in particular the judicial independence and the power of final adjudication as well as appreciation of the architectural value of the declared monument of HKSAR.	Constitution and the Basic Law	Questionnaire survey	✓	✓			
8	Citizenship, Economics & Society / Life & Society Subsidy for organizing mini financial game booths by HKFWS	12/2024	S1-S3	200	\$2,000.00	\$10.00	To promote students' financial literacy.	Values Education	Questionnaire survey	✓	✓			
9	Citizenship, Economics & Society / Life & Society Transport subsidy for a guided visit to the Legislative Council	7 /10/2024, 14/11/2024 and 4/12/2024	S2	124	\$3,000.00	\$24.19	To enhance the understanding of the work of the Legislature among students, in particular the law-making processes.	Constitution and the Basic Law	Questionnaire survey	✓	✓			

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
10	Citizenship, Economics & Society / Life & Society Transport subsidy for visit to the Judiciary for the 2024 Prosecution Week	6/2025	S2	40	\$1,000.00	\$25.00	To enhance students’ understanding of the principles and importance of the rule of law and the criminal law procedures.	Constitution and the Basic Law	Questionnaire survey	✓	✓			
11	Citizenship, Economics & Society / Life & Society fee for speaker on Law and Rule of Law	10/2024	S3 & S5	200	\$3,000.00	\$15.00	Speaking on the topic ' Internet Related Crime', Lawyer from the Law Society of Hong Kong, will enhance students' awareness of cybercrimes and their legal and moral liabilities and obligations. Students will also be informed of the duties and career-related information of solicitors.	Constitution and the Basic Law	Questionnaire survey	✓	✓			
12	Citizenship, Economics & Society / Life & Society fee for speaker on National Security Education and the Basic Law	6/2025	S1-S5	550	\$5,000.00	\$9.09	Speaking on the topic ' Internet Related Crime', Lawyer from the Law Society of Hong Kong, will enhance students' awareness of cybercrimes and their legal and moral liabilities and obligations. Students will also be informed of the duties and career-related information of solicitors.	National Security	Questionnaire survey					

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
13	Geography Learning National Geography through Board Games	16/12/2024, 17/12/2024	S1	130	\$1,500.00	\$11.54	To enrich their understanding of our cities, provinces, rivers and other aspects.	Cross-Disciplinary (Others)	Feedback from teachers	✓	✓			
14	Transportation fee for Geography Field Studies Programme	4/12/2024	S5, S6	43	\$4,000.00	\$93.02	To learn about the fieldwork skills.	Cross-Disciplinary (Others)	Feedback from teachers	✓	✓			
15	Geography Planning Department Outreach Programme	26/11/2024, 27/11/2024	S1-S6	130	\$100.00	\$0.77	To enrich students' understanding of the latest development projects in Hong Kong.	Cross-Disciplinary (Others)	Feedback from teachers	✓	✓			✓
16	Geography Visit to WEEE Park	7/10/2024	S5	26	\$3,000.00	\$115.38	To learn about the recycling facilities in Hong Kong.	Cross-Disciplinary (Others)	Feedback from teachers	✓	✓			✓
17	Geography Visit to Kai Tak River	18/3/2025	S4	20	\$1,000.00	\$50.00	To understand the river management strategies in Hong Kong.	Cross-Disciplinary (Others)	Feedback from teachers	✓	✓			
18	Geography Visit to City Gallery	14/11/2024	S1	34	\$4,000.00	\$117.65	To enrich students' understanding of the latest development projects in Hong Kong.	Cross-Disciplinary (Others)	Feedback from teachers	✓	✓			
19	History Virtual Kowloon Walled City Story Tour × Physical Historical Data Collection Skills Workshop	2/2025	S3	66	\$18,000.00	\$272.73	To help students acquire skills in historical data collection.	History	By collecting students' feedback in History lessons	✓				

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
20	History Tram Tour: 叮叮一趟香港百年之旅	6/2025	S1-S3	20	\$7,700.00	\$385.00	To introduce the transportation history of Hong Kong.	History	By collecting students' feedback in History lessons	✓	✓			
21	History Talk: 認識文化百態代入各種人生	10/2024	S2	70	\$2,300.00	\$32.86	To help students learn the history of local districts.	History	By collecting students' feedback in History lessons	✓	✓			
22	History Talk: 「歷史放大鏡」	5/2025	S1	130	\$1,500.00	\$11.54	To help students learn the history of local toys.	History	By collecting students' feedback in History lessons	✓				
23	Coach fee for providing sports training for athletes	9-11/2024	S1-S6	160	\$24,000.00	\$150.00	To help students enhance their physical fitness, techniques and cooperation; develop better self-understanding and perseverance.	Physical Education	Students' performance and attendance rate			✓		
24	ERE 我是主的羊-講座(中一)	27/2/2025	S1	130	\$2,000.00	\$15.38	To nurture students' positive values and attitude to their own mission	Values Education	Observation		✓			
25	ERE 男女大不同-講座(中二)	10/3/2025	S2	126	\$800.00	\$6.35	To nurture students' positive values and attitudes to the sex relationship	Values Education	Observation		✓			
26	ERE 生命的價值-講座(中三)	5/2/2025	S3	110	\$4,000.00	\$36.36	To nurture students' positive values and attitude to their life	Values Education	Observation		✓			
27	Science workshop for S.1	4/12/2024, 24/1/2025	S1-S6	330	\$21,200.00	\$64.24	Activities on traditional handicrafts, incorporating Science knowledge with themes of Chinese culture.	Science	Teachers' feedback	✓	✓	✓		

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
28	Science workshop for S.2	18/3/2025	S2	120	\$15,500.00	\$129.17	Activities on the basics of Food Science, incorporating Science knowledge with application in food process.	Science	Teachers' feedback	✓				
29	Science talk on animals	6/2025-7/2025	S1	130	\$5,000.00	\$38.46	Talk and close contact with reptiles and amphibians to arouse interest in and promote the conservation of animals.	Science	Teachers' feedback	✓	✓			
30	T & L Transportation subsidies for visits/activities	11/2024-7/2025	S4-S5	23	\$3,500.00	\$152.17	To facilitate travelling from school to the activities' venue.	Cross-Disciplinary (Others)	Feedback from students	✓				
31	T & L Fees for outside school visits	14/11/2024	S5	23	\$4,200.00	\$182.61	To extend students' learning outside classrooms.	Cross-Disciplinary (Others)	Feedback from students	✓	✓			
32	T & L Fees for learning activities/ workshops in school	4/11/2024, 18/3/2025	S4, S6	48	\$8,000.00	\$166.67	To enrich students' learning through the activities/workshop.	Cross-Disciplinary (Others)	Feedback from students	✓	✓			
33	Visual Art 學生參觀展覽 交通費	14/11/2024, 4/12/2024	S4, S5	60	\$3,000.00	\$50.00	In order to align with the school's educational goals and areas of focus, this program will periodically take students on field trips to visit exhibitions, with the aim of broadening their horizons. To facilitate gathering and dispersing, renting a tour bus is the ideal option.	Arts (Visual Arts)	Feedback from students		✓			✓

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
34	Academic Enhancement Team S1 Generic Skills Development Program – Learning styles & Learning strategies	6/9/2024, 16/9/2024	S1	130	\$22,000.00	\$169.23	To help S.1 students understand their own learning style.	Cross-Disciplinary (Others)	Questionnaire survey	✓				
35	Academic Enhancement Team S1 Generic Skills Development Program – Graphic Organiser & Memory skills	30/9/2024, 9/10/2024	S1	130	\$18,000.00	\$138.46	To help students develop strategies for effective learning.	Cross-Disciplinary (Others)	Questionnaire survey	✓				
36	IT in Education Media and Information workshop for students	12/2024-4/2025	S1-S5	550	\$8,000.00	\$14.55	To enable students to stay vigilant towards content farms, fake news and cyber bullying while learning to master the strategies to protect themselves from being victims of such online traps.	Constitution and the Basic Law	Questionnaire survey	✓	✓			
37	Reading Enhancement Team Author Talk in collaboration with Chinese Language Panel and T&L Panel (with herbal tea tasting experience)	26/2/2025	S2-S3	200	\$6,000.00	\$30.00	To let students know about the intangible heritage - herbal tea of Hong Kong through tasting and author talk.	Chinese Language	Questionnaire survey	✓	✓			

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
38	Reading Enhancement Team Author Talk in collaboration with Chinese Language Department & CSD on the Chinese culinary culture (with traditional Chinese food tasting)	18/3/2025	S1, S2, S5	300	\$6,000.00	\$20.00	To let students appreciate the famous street food and history and stories of the food through tasting and author talk.	Chinese Language	Questionnaire survey	✓	✓			
39	Reading Enhancement Team transportation fee for Library Prefects' visit to the University Library /HKPL Central Library	3/2025	S1-S5	35	\$2,000.00	\$57.14	To enable students to understand the operation and management of the libraries in tertiary institutions.	Cross-Disciplinary (Others)	Questionnaire survey		✓			✓
40	Reading Enhancement Team Literary landscape field study @ Central District by author and writing coach	26/2/2025	S4	30	\$8,000.00	\$266.67	Through landscape appreciation and descriptive writing of the places, students learn the beauty of Chinese culture realized in our daily lives.	Chinese Language	Questionnaire survey	✓				

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
41	Career and Life Planning Team S.3 Career planning programme (Cambridge Occupational Analysts Annual License Fee)	11/2024-12/2024	S3	110	\$2,200.00	\$20.00	To help students understand their career interests for subject selection.	Cross-Disciplinary (Others)	Feedback from class teachers					✓
42	Career and Life Planning Team – A visit to “The Mills”	4/12/2024	S3	110	\$15,000.00	\$136.36	To help students understand the development and transformation of Hong Kong economy.	Cross-Disciplinary (Others)	Questionnaire survey	✓				✓
43	Transport fee for Career and Life Planning Team University visits or company visits	6/2025-7/2025	S3-S6	50	\$5,000.00	\$100.00	To help students understand their career interests and build up their confidence in future studies and careers.	Cross-Disciplinary (Others)	Feedback from students and career teachers					✓
44	Career and Life Planning Team Career Exploration Game organized by the Career Sparkle of St.James Settlement	26/6/2025-27/6/2025	S4	98	\$24,560.00	\$250.61	To help students explore their career interests and build up their confidence in choosing future careers.	Cross-Disciplinary (Others)	Feedback from students and career teachers					✓
45	Career and Life Planning Team Talk on Mainland Study	11/4/2025	S5	114	\$2,450.00	\$21.49	To help students understand the study pathways in the mainland.	Cross-Disciplinary (Others)	Feedback from class teachers					✓

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
46	Career and Life Planning Team Mock interview workshop	14/11/2024	S6	97	\$16,000.00	\$164.95	To equip students with interview skills for university entrance.	Cross-Disciplinary (Others)	Questionnaire survey					✓
47	Career and Life Planning Team Mock release of DSE results	4/12/2024	S6	97	\$11,500.00	\$118.56	To enhance students' understanding of multiple pathways after graduation and set appropriate goals and strategies in career planning.	Cross-Disciplinary (Others)	Questionnaire survey					✓
48	Moral and Civic Education Team Responsibility Workshops	12/11/2024, 13/11/2024, 28/11/2024, 29/11/2024	S1-S2	256	\$44,000.00	\$171.88	To enhance students' awareness of personal, school, family and community responsibility.	Moral, Civic and National Education	Feedback from teachers and students		✓			
49	Moral and Civic Education Team Global Gender Inequality Workshops	21/11/2024, 29/11/2024, 28/2/2025, 10/3/2025	S4	98	\$26,000.00	\$265.31	To cultivate students' caring spirit.	Moral, Civic and National Education	Feedback from teachers and students		✓			
50	Moral and Civic Education Team Activities organized in Class Teacher Period	Whole school year	S1-S6	675	\$15,000.00	\$22.22	To deliver the messages of Charity and Purity	Moral, Civic and National Education	Feedback from teachers and students		✓			
51	Moral and Civic Education Team after-school or post-exam activities	Whole school year	To be confirmed	To be confirmed	\$10,000.00	To be confirmed	To understand, and internalize the school core values	Moral, Civic and National Education	Feedback from teachers and students		✓			

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
52	Moral and Civic Education Team Transportation fee for post-exam activities	6-7/2025	To be confirmed	To be confirmed	\$2,000.00	To be confirmed	To help students develop positive value	Moral, Civic and National Education	Feedback from teachers and students		✓			
53	Counselling Team Leadership Training Workshop	29/8/2024	S4-S5	30	\$5,500.00	\$183.33	To enhance the leadership and self-confidence of the School Prefects and Big Sisters.	Leadership Training	Feedback from teachers and students		✓			
54	Counselling Team S.1 Communication Skill Workshop	10/9/2024	S1	130	\$12,000.00	\$92.31	To enhance the communication skills of the students.	Values Education	Feedback from teachers and students		✓			
55	Counselling Team S.1 Orientation Programme	30/8/2024	S1	130	\$39,000.00	\$300.00	To learn to be responsible, cooperative, considerate and preservative through the participation of the programme.	Values Education	Feedback from teachers and students		✓			
56	Counselling Team Sex Education Workshop	9/2024	S1	130	\$2,600.00	\$20.00	To help students to build a proper attitude towards puberty, to enhance interpersonal skills with people of both genders, to learn to respect others and protect themselves from sexual abuse.	Values Education	Feedback from teachers and students		✓			

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
57	Counselling Team Linkn Train Programme	26/2/2025, 18/3/2025, 14/4/2025-15/4/2025	S3	44	\$32,000.00	\$727.27	To enhance the resiliency and emotion management of the students.	Values Education	Feedback from teachers and students		✓			
58	Co-curricular Learning Experience Coordination Team S4 Social Service Programme	12/2024 - 02/2025	S4	98	\$28,000.00	\$285.71	To help students develop loving-kindness and show care to others.	Values Education	By collecting students' feedback during debriefing or sharing sessions		✓		✓	
59	Co-curricular Learning Experience Coordination Team OLC Students' Achievement Showcase	7/2025	S1-S5	50	\$2,000.00	\$40.00	To provide an opportunity to showcase the outstanding achievements of students in the current school year.	Cross-Disciplinary (Others)	Frequency of students' achievement showcase		✓			
60	Extra-curricular Activities and Service Groups Coordination Team transportation fee for school picnic	12/12/2024	S1-S6	675	\$35,000.00	\$51.85	To provide transportation services for students attending the school picnic, offering them the opportunity to enjoy the natural environment and engage more with their teachers and peers.	Cross-Disciplinary (Others)	Feedback from teachers and students			✓		
61	Religious and Spiritual Formation Team Sacrament of Reconciliation	21/2/2025	S1-S6	40	\$1,500.00	\$37.50	To stretch students' potential and enhance the Catholic core values	Values Education	Observation		✓			

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
62	Religious and Spiritual Formation Team Salesian Youth Day	26/4/2025	S1-S6	50	\$4,660.00	\$93.20	To stretch students’ potential and enhance the Catholic core values	Values Education	Observation		✓			
63	Religious and Spiritual Formation Team Salesian Youth Mass and leadership training activities	28/9/2024, 19/10/2024	S1-S6	20	\$4,000.00	\$200.00	To stretch students’ potential and enhance the Catholic core values	Values Education	Observation		✓			
64	Religious and Spiritual Formation Team Salesian Youth summer activities	7-8/2025	S1-S6	3	\$2,100.00	\$700.00	To stretch students’ potential and enhance the Catholic core values	Values Education	Observation		✓			
65	Religious and Spiritual Formation Team Leadership training camp	5/10/2024-6/10/2024	S1-S6	13	\$9,400.00	\$723.08	To stretch students’ leadership skills and enhance the sense of belongings to Catholic Society	Values Education	Observation		✓			
66	Religious and Spiritual Formation Team Annual Retreat S1	8-9/2/2025	S1	25	\$11,900.00	\$476.00	To stretch students’ potential and nurture their positive values and attitude	Values Education	Observation		✓			
67	Religious and Spiritual Formation Team Annual Retreat S2 and S3	8-9/3/2025	S2, S3	25	\$11,550.00	\$462.00	To stretch students’ potential and nurture their positive values and attitude	Values Education	Observation		✓			

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
68	Religious and Spiritual Formation Team Annual Retreat S4-6	14/12/2024-15/12/2024	S4-S6	10	\$7,800.00	\$780.00	To stretch students’ potential and nurture their positive values and attitude	Values Education	Observation		✓			
69	Student Leadership Development Team Leadership Training Camp	4/2025	S4	98	\$45,000.00	\$459.18	To enhance the leadership and self-confidence of the student leaders.	Leadership Training	Feedback from students		✓			✓
70	Student Leadership Development Team Leadership Training Workshops / Programme	Whole school year	S2-S5	40	\$10,000.00	\$250.00	To stretch students’ leadership skills and enhance the sense of belongings to school and society.	Leadership Training	By conducting a survey to collect feedback from participants		✓			✓
71	Zheng Ensemble Instructor fee	Whole school year	S1-S6	9	\$25,200.00	\$2,800.00	To coach and conduct the Zheng Ensemble Performance on Speech Day.	Arts (Music)	Students' performance in Zheng Ensemble			✓		
72	Western Dance Club fee for programme	10/2024-7/2025	S1-S5	16	\$9,280.00	\$580.00	To lay the groundwork for developing students' interest and appreciation for the modern dance. It also aims at promoting a positive learning attitude among the young participants. It is also our mission to enhance their self-confidence and sense of satisfaction.	Physical Education	Dance performance			✓		✓

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
73	Western Dance Club Coach fee	10/2024-7/2025	S1-S5	16	\$5,600.00	\$350.00	To promote a positive learning attitude among the young participants. It is also our mission to enhance their self-confidence and sense of satisfaction.	Physical Education	Dance performance			✓		✓
74	Western Dance Club Travelling fee for Schools Dance Festival and finale performance	2-7/2025	S1-S5	16	\$4,500.00	\$281.25	To promote a positive learning attitude among the young participants. It is also our mission to enhance their self-confidence and sense of satisfaction.	Physical Education	Dance performance			✓		✓
75	Western Dance Club Application fee for school dance festival	2-3/2025	S1-S5	16	\$500.00	\$31.25	To provide students with a platform to showcase their dance skills while learning from their counterparts.	Physical Education	Dance performance			✓		✓
76	Music Club Coach Fee	Whole school year	S1-S6	40	\$4,800.00	\$120.00	To coach the school choir for performance and competition.	Arts (Music)	Students' performance in Choir			✓		
77	中國舞蹈學會導師費	10/2024-5/2025	S1-S6	16	\$23,220.00	\$1,451.25	To let students explore, expose and experience; To unleash students' potential and build up their confidence.	Arts (Others)	Performance at the Schools Dance Festival and the awards obtained and the comments from the adjudicators		✓	✓		

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
78	中國舞蹈學會 Travelling fee to the competition venue	1-3/2025	S1-S6	16	\$2,000.00	\$125.00	To let students explore, expose and experience; To unleash students' potential and build up their confidence.	Arts (Others)	Performance at the Schools Dance Festival and the awards obtained and the comments from the adjudicators		✓	✓		
79	中國舞蹈學會 Application fee and video recording	1-3/2025	S1-S6	16	\$545.00	\$34.06	To let students explore, expose and experience; To unleash students' potential and build up their confidence.	Arts (Others)	Performance at the Schools Dance Festival and the awards obtained and the comments from the adjudicators		✓	✓		
80	Drama Club Tutor Fee	1/2025-7/2025	S1-S6	30	\$49,000.00	\$1,633.33	To prepare students to perform a musical production during the post-exam period.	English Language	To observe the participation and engagement of students, feedback from the professional instructor and audience after the performance		✓	✓		
81	Astronomy Club Entry fee and tickets for the show	7/2025	S3-S6	15-20	\$500.00	\$33.33	Entrance fee and the ticket fee for visiting the Hong Kong Space Museum.	Science	Questionnaire survey	✓				
82	Astronomy Club Transportation fee	7/2025	S3-S6	20	\$3,000.00	\$150.00	To enrich students' knowledge about astronomy.	Science	Questionnaire survey	✓				
83	Chinese Debating Team Debating Course	10/2024-5/2025	S2-S6	20	\$8,000.00	\$400.00	To design and prepare the lessons, select debating team members and organize debate mock trials.	Chinese Language	Feedback from the coach and students	✓				

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
84	Campus TV Workshop with media production house	Whole school year	S1-S5	12	\$49,000.00	\$4,083.33	To equip students' skills in video recording and editing	Cross-Disciplinary (Others)	Feedback from teachers and students			✓		✓
85	Volleyball Club 校隊練習及比賽費用	9/2024-8/2025	S1-S6	30	\$29,350.00	\$978.33	To help students enhance their physical fitness, techniques and cooperation; develop better self-understanding and perseverance.	Physical Education	Students performance and attendance rate			✓		
86	Athletics Club 校隊練習及比賽費用	11/2024-4/2025	S1-S6	30	\$17,060.00	\$568.67	To help students enhance their physical fitness, techniques and cooperation; develop better self-understanding and perseverance.	Physical Education	Students performance and attendance rate			✓		
87	Athletics Club 香港業餘田徑總會運動員註冊証	Whole school year	S1-S6	10	\$600.00	\$60.00	To help students enhance their physical fitness, techniques and cooperation; develop better self-understanding and perseverance.	Physical Education	Students performance and attendance rate			✓		
88	Basketball Club 校隊平日練習及比賽費用	9/2024-8/2025	S1-S6	30	\$28,550.00	\$951.67	To help students enhance their physical fitness, techniques and cooperation; develop better self-understanding and perseverance.	Physical Education	Students performance and attendance rate			✓		

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
89	P.E. Panel 學界賽事及其他賽事費用	9/2024-8/2025	S1-S6	90	\$7,300.00	\$81.11	To help students enhance their physical fitness, techniques and cooperation; develop better self-understanding and perseverance.	Physical Education	Students performance and attendance rate			✓		
90	THS 跨科活動 (酒店參觀)	18/3/2025	S4	33	\$5,314.80	\$161.05	了解酒店的款待服務及學習餐桌上的禮儀。	Cross-Disciplinary (Others)	Feedback from teachers	✓	✓		✓	✓
	Sub-total of Item 1.1			8,438	\$957,339.80									

Category 1: To organize/participate in life-wide learning activities

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)					
			Level	Estimated Number of Participants						I	V	P	S	C	
I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences															
1.2	Non-Local Activities: To organise or participate in non-local exchange activities or non-local competitions to broaden students’ horizons														
1	THS, English-Study Tour to Singapore	12/4/2025-15/4/2025	S1-S3	33	\$120,000.00	\$3,636.40	To enable students to be immersed into an English-speaking environment and learn more environmental conservation programmes to attract tourists in Singapore.	Cross-Disciplinary (Others)	Feedback from students and teachers	✓			✓		
2	English-Study Tour to an English-speaking country	29/6/2025-13/7/2025	S1-S4	22	\$200,000.00	\$9,090.91	Students travel to an English-speaking country for two weeks for language and cultural immersion. Students' enriched knowledge of the English language and foreign culture.	English Language	Post-activity sharing and survey	✓					
3	Economic Study Tour to Japan (4 days)	12/4//2025-16/4/2025	S3-S4	22	\$120,000.00	\$5,454.55	To enrich students’ understanding of the economic development of Japan and its role in the global economy.	Cross-Disciplinary (Others)	Feedback from students and teachers	✓				✓	

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
4	Citizenship, Economics & Society / Life & Society Sichuan excursion (4 days)	12/4/2025-15/4/2025	S1, S3 & S4	20	\$180,000.00	\$9,000.00	To immerse students in a unique blend of biodiversity, sustainability, and the rich cultural heritage of Sichuan. This region is crucial for panda conservation efforts, highlighting the importance of environmental sustainability and the role of humans in protecting endangered species. Visit to Giant Panda Breeding Ground and Wolong National Nature Reserve is one of the tour highlights, believing that students, through a close encounter of the endangered species, will eye-witness by themselves the effort of our country in the protection of environments and habitats for all species to live harmoniously. The Nature Reserve was rebuilt with donations from Hong Kong people after the	Cross-Disciplinary (Others)	Questionnaire survey	✓	✓			

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses Per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
			Level	Estimated Number of Participants						I	V	P	S	C
										I: Intellectual Development (closely linked with curriculum) V: Values Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
							earthquake, and admission is therefore free for guests from Hong Kong, exhibiting the brotherhood between the two regions in ‘One Country, Two Systems’.							
5	Science S.2 Macau Science Tour 2025	14/4/2025	S2	100	\$100,000.00	\$1,000.00	Visit Macau with a theme of Science and STEAM education.	Science	Google form questionnaires to evaluate the teaching and learning effectiveness of the visit	✓				
6	Co-curricular Learning Experience Coordination Team Taitung Service Tour (5 days)	4-8/8/2025	S1-S5	20	\$80,000.00	\$4,000.00	To enhance students’ leadership and self-esteem through the service tour to Taitung Health Farm.	Cross-Disciplinary (Others)	Questionnaire survey	✓			✓	
7	THS-Study Tour to Macau	13/14/12/2024	S4-S5	33	\$22,800.00	\$691.00	探究澳門的旅遊文化遺產資源及考察澳門大學，了解海外升學資訊。	Cross-Disciplinary (Others)	Feedback from students and teachers	✓			✓	✓
Sub-total of Item 1.2				250	\$822,800.00									
Total for Category 1				8,688	\$1,780,139.80									

Category 2: To procure equipment, consumables or learning resources for promoting life-wide learning

No.	Item	Purpose	Estimated Expenses (\$)
1	Western Dance Club Cosmetic and make-up	Western Dance Club Activity	\$3,000.00
2	Western Dance Club Props for dance	Western Dance Club Activity	\$2,000.00
3	Western Dance Club Costume for speech day and schools dance festival	Western Dance Club Activity	\$4,000.00
4	Western Dance Club Video-recording fee	Western Dance Club Activity	\$450.00
5	中國舞蹈學會服裝	Buying costumes for the Chinese Dance Club performance and competition	\$9,000.00
6	中國舞蹈學會 Cosmetic and make-up	Buying cosmetics and make-up for the Chinese Dance Club performance and competition	\$3,000.00
7	中國舞蹈學會 Props for dance	Buying props for the Chinese Dance Club performance and competition	\$1,200.00
8	Drama Club Costumes	Drama performance during post-exam period	\$2,500.00
9	Drama Club Props	Drama performance during post-exam period	\$1,000.00
10	Drama Club Cosmetics	Drama performance during post-exam period	\$2,500.00
11	Astronomy Club Equipments - Binoculars	Astronomy club workshop	\$3,000.00
12	Board Games Club Board games	For Board Games club activities and for all students to borrow to play	\$1,700.00
13	Board Games Club activity stationeries	For Board Games club activities and maintenance of Board Games	\$250.00
14	Board Games Club activity prizes	For award board game winners in Board Games club activities	\$200.00
15	Volleyball Club – Sportswear	School team training, competition	\$3,500.00
16	Athletics Club – Sportswear	School team training, competition	\$3,500.00
17	Basketball Club – Sportswear	School team training, competition	\$2,500.00
Estimated Expenses for Category 2			\$43,300.00
Estimated Expenses for Categories 1 & 2			\$1,823,439.80

Category 3: Estimated Number of Student Beneficiaries

Total number of students in the school:	675
Estimated number of student beneficiaries:	675
Percentage of students benefitting from the Grant (%):	100

Contact Person for LWL (Name & Post): Ms Lee Ching Yan, Cherry
(Vice-principal)

Our Lady's College
Plan on use of Citizenship and Social Development Grant (CSG) 2024-2025

1. Plan of Use of Citizenship and Social Development Grant (2021/22-2024/25)

Our school has planned to spend the Citizenship and Social Development Grant (CSG) for the following use:

Area		Predicted Expenses (\$)			
		2021/22	2022/23	2023/24	2024/25
i.	Developing or procuring relevant learning and teaching resources	\$5,000	\$10,000	\$15,000	\$20,000
ii.	Subsidizing students and/or teachers to participate in Mainland interflow activities or study tours relating to the CS curriculum	-	-	-	-
iii.	Organizing school-based learning activities relating to the CS curriculum	-	\$22,000	\$100,000	\$100,000
iv.	Organizing or subsidizing students to participate in joint-school / cross-curricular activities relating to the CS curriculum held in Hong Kong or in the Mainland	-	-	-	-
v.	Others (please specify): Purchasing data SIM cards for student groups and escorting teachers for the Mainland study tours	-	\$1,200	\$1,500	\$3,000
Total Expenditure		\$4,999	\$33,200	\$116,500	\$123,000
Unspent Balance		\$295,001	\$260,154.2	\$183,255.6	\$60,255.6

*The Plan of Use of the GS Grant will be reviewed and updated every academic year.

2. Plan of Use of Citizenship and Social Development Grant (2024/25)

Objective: Enhance the teaching and learning effectiveness

Strategy / Work	Period	Target	Success Criteria	Methods of Evaluation	Teacher -in-charge	Predicted Expenses (\$)
Developing or procuring relevant learning and teaching resources to optimize the learning of students: To facilitate students to learn this subject, relevant learning and teaching resources will be procured and utilized. Students will be provided with training through class discussion and homework exercises. Various opportunities will be provided for students to apply and consolidate what they have learned.	Whole academic year	S4 – S6	By doing exercises, students can enhance their understanding of the subject, and realize their national identity and answering skills.	– Students' learning performance – Teachers' feedback	Ms Ada Kwong	\$20,000
Conducting school-based learning activities, i.e., heritage & cultural activities, for students to know more about Chinese culture, as a characteristic of multiculturalism in Hong Kong society. It aims at cultivating students' ability of observation in multi-aspects and rational analysis and also to enhance students' cultural confidence and consolidate what they have learned.	Whole academic year	S4 & S5	– Students agree that the activities or competitions can develop their potential and enhance cultural confidence. – Feedback from teachers and students	– Teachers' observation – Feedback from the students – Students' questionnaire – Year-end evaluation	Ms Ada Kwong	100,000
Others: Purchasing data SIM cards for student groups and escorting teachers for the Mainland study tours	Whole academic year	S5	– Reflection and evaluation from teachers and students	– Teachers' observation – Feedback from the students	Ms Ada Kwong	\$3,000

Predicted unspent balance in 2024/25 academic year: \$60,255.6

Our Lady's College
Plan on use of One-off Grant for Promotion of Chinese Culture Immersion Activities
「推廣中華文化體驗活動一筆過津貼」運用計劃
2024/25-2026/27

本校計劃運用「推廣中華文化體驗活動一筆過津貼」作以下用途：

範疇		預計開支金額 (\$)		
		2024/25	2025/26	2026/27
i.	舉辦有關中華文化的科本及跨科組學生學習/體驗活動或講座			
	• 中華文化周	\$48,000	\$48,000	\$48,000
	• 傳統手工藝製作班	\$26,000	\$26,000	\$26,000
	• 傳統中華文化互動劇場	/	\$5,000	/
ii.	舉辦或資助學生參加有關中華文化的本地或內地的聯校活動或比賽			
	/	/	/	/
iii.	舉辦或資助學生參加本地文化考察或參觀活動			
	• 參觀故宮博物館 /戲曲中心/南蓮園池	/	\$5,000	/
iv.	發展有關中華文化的課程			
	• 採購中華文化課程/興趣班	\$24,000	\$8,000	
v.	採購及發展中華文化學與教資源			
	• 購買各式教具/學習材料等	\$1,000	/	/
vi.	資助學生及隨團教師前往內地，參加學習中華文化的交流活動			
	• 舉辦中華文化考察團	/	/	\$35,000
vii.	其他（請註明）：			
	/			
總開支金額		\$99,000	\$92,000	\$109,000
津貼餘款		\$201,000	\$109,000	\$0

備註：

學校獲發\$300,000.00 一筆過津貼，將於每學年檢視及更新運用計劃。

Our Lady's College
Plan on use of One-off Grant on Parent Education (Secondary) 2024-2025

	Name	Date	Time	Target	No. of Attendance	Service Provider	Curriculum Framework on Parent Education*	Budget
1.	Sports Day- 家長教師會盃	9/11/2024	8:00am- 1:00pm	S.1-6 parents	TBC	/	III,IV	\$1,000
2.	Parents' Day & PTA AGM	23/11/2024	9:00am- 12:30pm	S.1-6 parents	Around 200	/	/	/
	Parents' Talk- 「長壽親子有錢又 有心」(家福會)		10:10- 11:30am			Hong Kong Family Welfare Society	II,III	\$1,500
	中一、中二學生及 家長互送感恩卡		11:45- 12:30pm	S.1-2 parents	Around 100	/	II	\$1,500
	Booth- 家長加油站		9:00am- 12:00nn	S.1-6 parents		/	III	\$2,500
	Personality Dimension Workshop 性格透視家長工作坊		2:00- 5:00pm	S.1-6 parents		明愛 東頭 IFSC	II,III	\$2,500
3.	Booths on School Info Day	30/11/2024	9:00am- 4:00pm	P.5-6 parents and students	Around 200	/	IV	\$5,000
4.	General Parents' Day	15/2/2025	7:55am- 1:15pm	S.1-5 parents	Whole school	/	/	/
	Parents' Talk- 「學生成績未達標， 家長點出招？」		9:30- 10:00am; 11:00- 11:30am		Around 100	Social worker of Youth Outreach	I	\$5,000
	Booths by PTA (製作冷靜瓶、擴香石 等小手工)		9:00am- 12:30pm		Around 100	/	II,III	\$5,000
	Bad Day Cafe		8:00am- 1:00pm		Around 100	Caritas	II,III,IV	\$15,000
	Distribution of Parents' Newsletter - 「橋」		/		Around 700	/	I,IV	\$6,000
5.	Booths by PTA to celebrate Lunar New Year (聖母樂繽紛，開心 迎蛇年)	1/2025	12:40- 1:45pm	S.1-6 students	Whole school	/	II, III,IV	\$4,000
6.	家長小組- 當子女機不離手	28/2,14/3, 28/3,11/4, 25/4, 9/5/2025	6:30- 8:00pm	S.1-6 parents	10	Caritas	I,III	\$2,500
7.	Booths by PTA on Relaxation Days	20/5- 21/5/2025	12:50- 1:45pm	S.1-5 students	Around 500	/	II,III	\$4,000

	Name	Date	Time	Target	No. of Attendance	Service Provider	Curriculum Framework on Parent Education*	Budget
8.	Parents' Consultation Meeting – 「壓力有共鳴」	30/5/2025	7:00-8:00pm	S.1-5 parents	TBC	Social worker of Youth Outreach	III,IV	\$5,000
9.	Distribution of Parents' Newsletter - 「橋」	9/7/2025	/	S.1-5 parents	Around 500	/	I,IV	\$6,000
Total								\$66,500

- * Strand I : Understanding of Adolescent Development
 Strand II : Promotion of Healthy, Happy and Balanced Development of Adolescents
 Strand III : Promotion of Parents' Physical and Psychological Well-being
 Strand IV : Fostering Home-school Co-operation and Communication

School Year	Grant Received	Expenditure
2024-2025	\$200,000	\$66,500
2025-2026		\$66,500
2026-2027		\$67,000
		Total expenditure: \$200,000

Our Lady's College
Plan on use of One-off Grant for Mental Health at School 2024-2025

Our school has planned to spend the One-off Grant for Mental Health at School for the following use:

	Name	Date	Time	Target	No. of Participants	Service Provider	Budget
1.	Course fee for organizing Mental Health Workshops to enhance teacher well-being • 靜觀酒精墨水體驗 • 玻璃畫小夜燈 DIY	23/10/2024 (Staff Development Day)	2:20-4:20pm	Teachers	Around 60	GPS Education Centre	\$8,000
2.	Prepare gifts like stationery and candies for Big Sisters to support and encourage S1 students ahead of their first term examinations	16-19/12/2024	/	S1 students and Big Sisters	Around 160	/	\$5,000
3.	Invite NGOs to set up booths on Mental Health Days for activities like making calm bottles, creating Zentangles, and busking to encourage students to engage in self-care, reduce stress, and recharge emotionally	18-19/12/2024	1:00-1:45pm	S1-6 students, teachers and staff	Around 670	NGOs	\$6,000
4.	Invite NGOs to set up booths to celebrate Lunar New Year with the theme “聖母樂繽紛, 開心迎蛇年”, aiming to enhance students' emotional resilience and foster a positive school environment.	24/1/2025	11:30am-1:30pm	S1-6 students, teachers and staff	Around 670	NGOs	\$6,000
5.	Invite NGOs to set up booths on Relaxation Days for activities like making aroma stones, creating handicrafts, and busking, all designed to help students relieve study pressure as they prepare for their final examination	21-22/5/2025	1:00-1:45pm	S1-5 students, teachers and staff	Around 570	NGOs	\$6,000
6.	Expenses such as photocopy fees and purchasing stationery aim to enhance students' resilience, foster their sense of dignity, self-discipline, and responsibility, and empower them to embrace change and tackle challenges throughout the year	Whole year	/	S1-6 students	Around 670	/	\$2,500
Total Expenditure:							\$33,500.0
Balance brought forward from 2023-2024:							\$33,980.8
Expected Unspent Balance:							\$480.8

Our Lady's College
Plan on use of One-off Grant for Promotion of a Sports Ambience and MVPA60 in Schools
支援學校推動校園體育氛圍及「MVPA60」一筆過津貼
2024/25-2026/27

項目範疇及簡介	目標	實行日期			對象(級別及預計參與人數)	評估方法	財政預算
		24-25	25-26	26-27			
發展或採購與體育 / 運動相關的資訊科技服務，流動程式和相關軟件，以及與體育 / 運動相關的體育活動套件和輔助工具 • 購買智能軟件服務 (運動 AI 應用程式及數據處理系統)	• 結合體育與資訊科技及STEAM發展，推動體育活動發展的創新和進步。 • 讓體育運動延伸在學校以外，並建立恆常習慣。	✓	✓	✓	級別:初中 預計參與人數: 400 人	活動檢討 / 評估 / 觀察及問卷	\$110,000
舉辦或資助學生參與多元化的體育活動 / 運動相關的學習活動/比賽 • 運動體能挑戰站，並設獎項及獎牌	• 提升學校運動氛圍及增加學校運動人口。	✓	✓	✓	級別:全校 預計參與人數: 400 人	活動檢討 / 評估 / 觀察及問卷	\$20,000
購買及增加學校的體育器材和設備 • 如羽毛球場劃線及其他設備	• 學生容易獲得多元運動的機會，從而增加活動量，達致「MVPA60」。	✓			級別:全校 預計參與人數: 400 人	活動檢討 / 評估 / 觀察及問卷	\$20,000
總計：							\$150,000

Our Lady's College
Plan on Sister School Exchanges
姊妹學校交流計劃書
2024 -2025

內地姊妹學校名稱：上海思源中學

交流項目名稱及內容		預期目標	監察／評估	預算開支
	訂立交流計劃	<ul style="list-style-type: none"> • 建立交流項目之具體項目、日期及細節等安排 • 成立教師網絡及交流小組 • 視像聯絡及溝通 • 訂立網絡交流之安排 	---	---
管理層面	學校行政及領導互訪交流	<ul style="list-style-type: none"> • 學校領導及行政訪交流，並互相了解兩校之學校特色及辦學理念等 • 行政交流：包括學校管理及組織、課程結構之互動及交流、互相了解兩校之學校特色及辦學理念等 • 探討跨地文化藝術及 STEAM 交流的安排 	問卷調查及報告	\$50,000
	網絡互動交流	<ul style="list-style-type: none"> • 優化網絡交流設備及進行視像交流，探討網絡行政交流的安排，如管理與組織、課程的交流及互動 	問卷調查及報告	
教師層面	老師互訪交流	<ul style="list-style-type: none"> • 教師實地或網絡進行交流，如教師專業交流、學術交流等 	問卷調查及報告	\$30,000
學生層面	學生交流團	<ul style="list-style-type: none"> • 透過學生到訪內地學校作學習交流團，包括校園參觀、課堂參與、學生交流、活動參與等。 	問卷調查及報告	\$80,000
總額：				\$160,000

Endorsed by
The Incorporated Management Committee of
Our Lady's College

Submitted by : *Sr Amy Lim*
Sr Lim Lai Ling Amy
Principal

Date : 28th October 2024