



Jockey Club Ti-I College
賽馬會體藝中學

ANNUAL SCHOOL PLAN 2021-2022

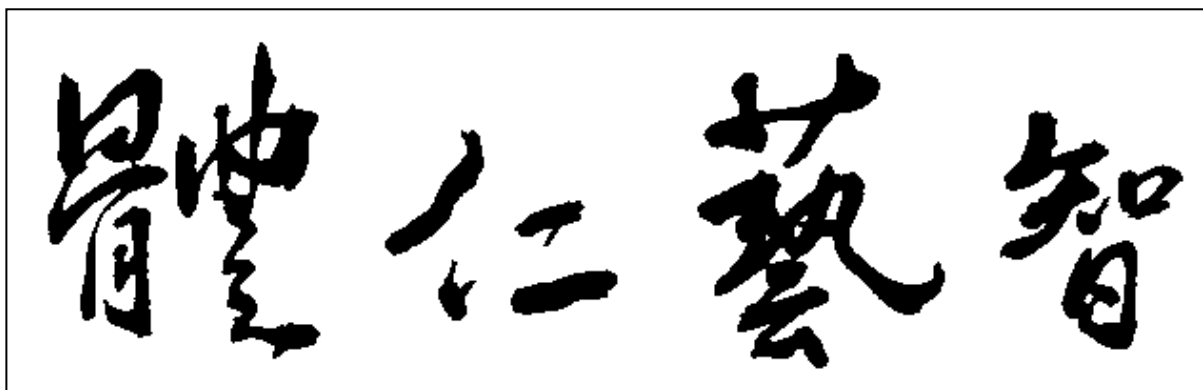


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1. Mission STATEMENT

The vision and mission of the School are to provide students with the normal grammar school curriculum as well as a better chance to develop their potential in sports or arts. The School puts equal emphasis on academic achievement and the development of students' talent in sports and visual arts. By the time students leave the School, they will have acquired proficient language skills, have an analytical mind, the ability to think for themselves and a sound knowledge in academic subjects as well as in sports or visual arts.



Our School Motto: Sports, Humanities, Arts & Wisdom which emphasizes a healthy life style, a kind heart, an aesthetic awareness to appreciate life and an independent mind.

This Plan seeks to maintain our mission of academics, sports and visual arts and to grow and improve delivery of a quality education in line with the implementation of the secondary school curriculum and the changing needs of Hong Kong's community of learners.

2. 3-YEAR DEVELOPMENT PLAN (2021-2024)

Major Concern 1: Pursuing Intellectual Excellence

- Empower independent learners
- Embed versatility in learning
- Embrace challenges

關注事項一：天行健，止於至善

- 獨立思考 自強不息
- 求知若渴 多元學習
- 無懼挑戰 迎難精進

Major Concern Area	Targets	School Level Strategies		Time scale		
				2021-2022	2022-2023	2023-2024
MC 1 Pursuing Intellectual Excellence	<ul style="list-style-type: none"> • To improve learning habits and attitude • To facilitate learning across the curriculum • To enhance readiness for future challenges 	1.	Developing students' learning routines and learning effectiveness .	✓	✓	✓
		2.	Facilitating learning across the curriculum via various platforms and programs.		✓	✓
		3.	Exploring more learning opportunities for students (e.g. promoting versatility in learning mode/style, IT competency, media literacy) and enhancing their readiness for future challenges .		✓	✓

Major Concern 2: Advocating Holistic Development

- Instill positive values and morality
- Inject social competency
- Ignite global vision and citizenship

關注事項二：不言倦，發展全面

- 秉持正念 健全品格
- 和睦關愛 服務社群
- 拓闊視野 放眼世界

Major Concern Area	Targets	School Level Strategies			Time scale		
					2021-2022	2022-2023	2023-2024
MC 2 Advocating Holistic Development	<ul style="list-style-type: none"> • To nurture positive values and morality • To cultivate social competency and connection • To enlighten global vision and citizenship 	1.	Nurture various positive values among students under the whole-person education framework through form teacher periods, programs in Multiple Exposure lessons and activities organised by various committees.	✓	✓	✓	
		2.	Providing opportunities for students to serve the community and the school.	✓	✓	✓	
		3.	Offering students, the opportunities to experience different cultures and be aware of other global issues.	✓	✓	✓	

Major Concern 3: Fulfilling Unique Mission

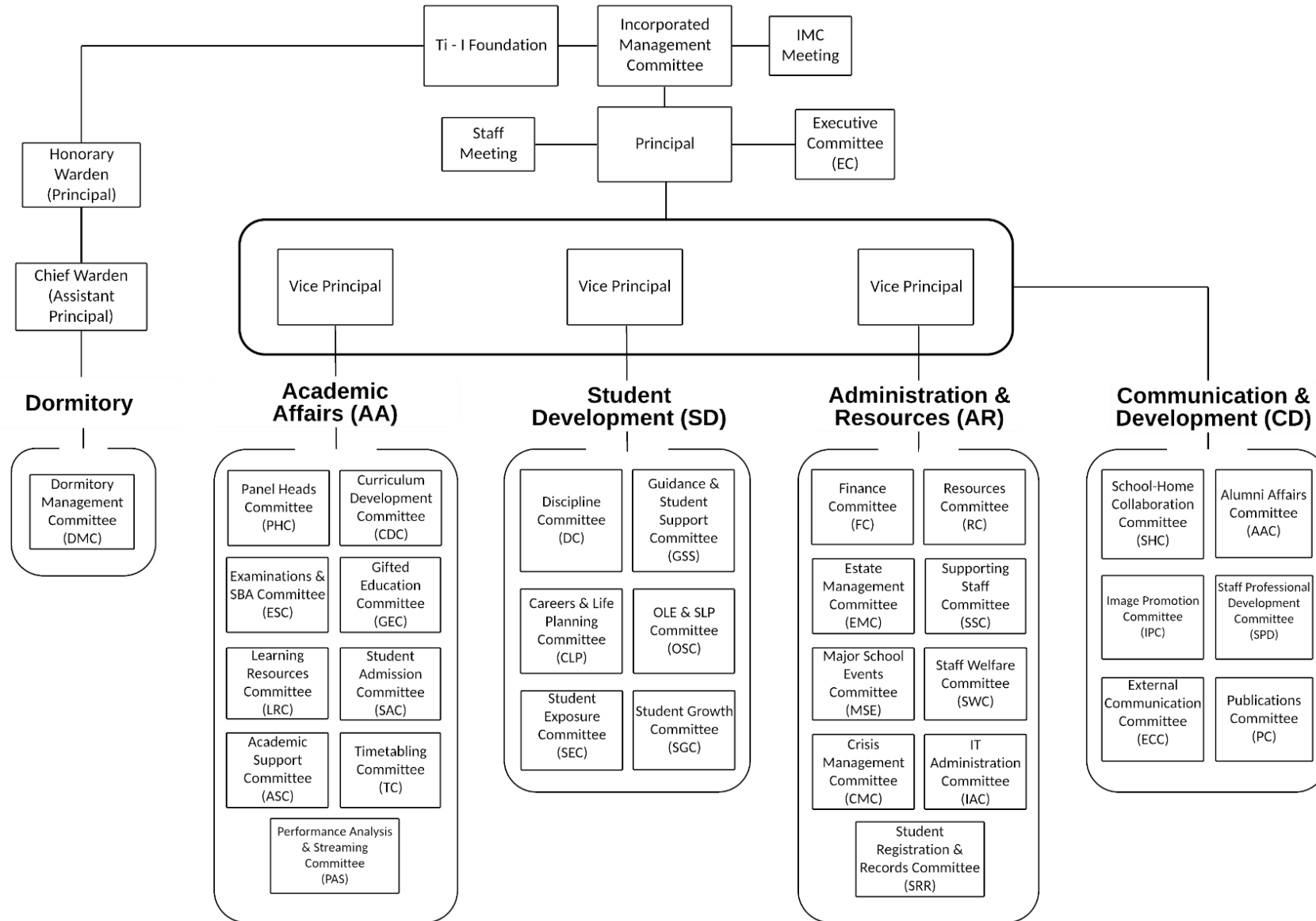
- Enhance performance and creativity in sports and arts
- Encompass multiple connections
- Enrich campus aesthetic and facilities

關注事項三：言必行，信守使命

- 體藝展才 仁智並育
- 校友攜手 家校同心
- 整合資源 豐盛校園

Major Concern Area	Targets	School Level Strategies			Time scale		
					2021-2022	2022-2023	2023-2024
MC 3 Fulfilling Unique Mission	<ul style="list-style-type: none"> • To strengthen our connection with multiple resources • To extend students' talents (e.g. PE/VA) and contributing their talents to community service • To enrich school vibe in PE/VA 	1.	Exploring more opportunities by strengthening the connections with multiple resources (e.g., alumni/parent, external opportunities and resources).	✓	✓	✓	
		2.	Helping students to flourish their talents through actively reviewing our gifted and talent development policy/programs.		✓	✓	
		3.	Creating a vibrant PE/VA atmosphere by enriching the physical environment, upgrading of facilities and organizing related whole school events.	✓	✓	✓	

3. SCHOOL ORGANIZATION STRUCTURE



4. STAFF DEVELOPMENT PLAN

Overall Themes

The Staff Professional Development Committee (SPD) is set up with the aims to:

1. provide opportunities for teachers to engage in meaningful professional development programs and continuous professional education to build the capacity of our college to achieve enhanced student outcomes;
2. provide support for newly employed teachers to ensure that they can quickly learn the school's policies, processes and practices and adjust or acclimatize to their jobs and working environment.

Staff Development Days

Pre-Term Staff Development Day: 25 August 2021 (Wednesday)

Theme: National Security Education Talk

Implementation and challenges of National Education & National Security Law

Staff Development Day 1: 19 November 2021 (Friday)

Theme: Assessment literacy

Principles and strategies of assessment design to enhance validity of evaluation and support for learning

Staff Development Day 2: 12 April 2022 (Tuesday) (TBC)

Theme: Reaching Out – Learn from Our Counterparts (PART 1)

Teachers are divided into groups according to their specialisation. Each group will be arranged to visit a school which has good reputation / solid experience in delivering educational programs in one of the following areas:

- a. Academic enhancement
 - English T&L
 - Self-directed learning
- b. Student growth and moral education
- c. STEM/STREAM education
- d. Data analysis management
- e. Environmental-friendly measures in schools

Staff Development Day 3: 10 June 2022 (Friday) (TBC)

Theme:

Reaching Out – Learn from Our Counterparts (PART 2)

Each group shares what they have learned from the visit to the other teachers and suggests how we may practically implement what we have learned from the visiting school.

Other Strategies

- Deploying teachers to various kinds of duties to enrich their exposures and experience in different work areas
- Dual Form Teacher and Form Coordinator System encourage collaboration among teachers
- Lesson Observation Policy to promote peer learning and cross-subject exchange culture
- Provision of convenience to encourage teachers to take up the role of public exam marker
- Hosting of visits from external educational institutions to encourage exchange of professional experience
- Organising induction program for new teachers to facilitate quick adaptation to the working practice and environment of school
- Organising staff recreational events and resilience programs to promote team spirit

5. WORKING PLAN OF ADMINISTRATIVE GROUPS

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ACADEMIC AFFAIRS

Apart from routine works, the following new initiatives will be carried out during the school year:

Panel Heads Committee (PHC)

Program Brief: Implementing and refining the revised curriculum plan

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To improve teaching effectiveness 	<ul style="list-style-type: none"> Panel heads oversee and refine the implementation of the revised curriculum in its second year Panel heads (in particular PE and VA) along with CDC conduct surveys to collect students' and parents' opinions about the revised curriculum Panel heads continue to collaborate with other panels to maximise teaching effectiveness Time scale: throughout the whole year 	<ul style="list-style-type: none"> Panel heads reviewed and refined the implementation with members during panel meetings throughout the year Surveys were conducted to collect students' and parents' opinions about the new curriculum, in particular about PE and VA In-depth interviews with selected students were conducted to obtain feedback on the revised curriculum Panel heads attached evaluations to AER, focusing on assignment design, assessment design, co-curricular activities and professional development in line with the implementation for further subject collaboration 	<ul style="list-style-type: none"> TYF, LBY, CYH

Program Brief: Improving learning attitude

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To improve teaching 	<ul style="list-style-type: none"> All panels require students to conduct lesson preparation periodically All panels utilize statistics and data to improve learning outcome F.4 - 6 form teachers, with input from subject teachers, guide students to do self-evaluation to develop self-awareness of their ability, which enables them to devise individual study plans Subject teachers using predicted levels help F.6 marginal students to achieve 3322 in the HKDSE Time scale: throughout the whole year 	<ul style="list-style-type: none"> The set requirement was completed by all panels All panels and their members made use of statistics and data to draw action plans to give appropriate support to various groups of students in need of different levels of support Targeted students devised individual study plans that helped them achieve better results More F.6 students achieved 3322 in the HKDSE Overall test/exam results improved 	<ul style="list-style-type: none"> TYF, MKH, CCK, LUN

Working plan compiled by: Tsao Yu Fang (Head)

Curriculum Development Committee (CDC)

Program Brief: School-based curriculum review

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> Continue the implementation & evaluation of the implementation of the revised curriculum 	<ul style="list-style-type: none"> Monitor the implementation of the revised School-based Curriculum Plans Conduct a survey among students and parents to collect their opinions on the implementation of the revised VA & PE curricula 	<ul style="list-style-type: none"> Lesson observation and discussion with panels conducted through PHC Concerned evaluations conducted Concerned survey conducted 	<ul style="list-style-type: none"> HCY, TYF Panel heads HCY, TYF, CCK

Program Brief: Enhancement of learning attitude of students at different levels

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To devise a plan to improve the learning attitude of students 	<ul style="list-style-type: none"> Lesson observation of all classes by VP to understand the current situation Further observation by CDC members or panel heads to be conducted if necessary 	<ul style="list-style-type: none"> Lesson observation conducted Summary of observation and corresponding suggestions compiled 	<ul style="list-style-type: none"> HCY and panel heads HCY

Working plan compiled by: Hong Chung Yin (Head)

Examinations & SBA Committee (ESC)

Program Brief: Fine-tuning of examination settings and routines

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To help students familiarize with the examination routines 	<ul style="list-style-type: none"> Amend the examination handbook for examinations Fine-tune the cover-pages of examination papers and answer books Implement the use of bar code labels for F.6 examinations Arrange the seating plan of the examinations according to student identity numbers for F.1-F.6 	<ul style="list-style-type: none"> Examination handbook for F.6 examinations amended Fine-tuning the cover-pages of the examination papers and answer books completed Bar code labels were used in F.6 examinations The seating plan of the examinations were arranged according to student identity numbers for F.1-F.6 Students familiarized with the examination routines 	<ul style="list-style-type: none"> YYK, HKM, YTH, LUN, Debbie

Program Brief: Streamlining of the SBA archiving process

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To evaluate and streamline the SBA archiving process 	<ul style="list-style-type: none"> Explore potential new software for speeding up the scanning and archiving procedures of the SBA reports 	<ul style="list-style-type: none"> New software explored, purchased and installed according to evaluation results 	<ul style="list-style-type: none"> YYK, HKM, YTH, Carmen

Working plan compiled by: Yip Yuk Ki (Head)

Performance Analysis & Streaming Committee (PAS)

Program Brief: New assignment collection policy for F.1 and F.2

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To promote a good habit of handling assignments 	<ul style="list-style-type: none"> PAS and IAC jointly implement a new system of assignment collection for F.1 and F.2 students in the FTP or recess Time scale: throughout the whole year 	<ul style="list-style-type: none"> Satisfactory API values observed in F.1. and F.2 	<ul style="list-style-type: none"> LUN, LYH, ICH

Program Brief: Better use of the school-based Value-added Analysis System

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To use the school-based Value-added Analysis System wisely to improve teaching and learning 	<ul style="list-style-type: none"> Subject panels will use the module Value-Added Analysis for further analysis and suggestions to improve teaching and learning with the assistance of PAS Time scale: after each formal assessment 	<ul style="list-style-type: none"> Subject panels incorporated the analysis and interpretation in the evaluation of the examination results Teachers can master the skills of using collected data to do relevant research and analyses to further facilitate students' learning 	<ul style="list-style-type: none"> LUN, CKW, CCW

Working plan compiled by: Wong Yuk Lun (Head)

Learning Resources Committee (LRC)

Program Brief: F.4 Reading Workshops

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To encourage students to learn practical skills from books 	<ul style="list-style-type: none"> Invite speakers to introduce books and teach students some practical skills through the workshops 	<ul style="list-style-type: none"> Students found the workshops interesting 	<ul style="list-style-type: none"> LBY, ACY, HHC, TYF, Carmen

Program Brief: Promoting the Library

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To attract students to visit the library more often 	<ul style="list-style-type: none"> Organise library tours for different forms Time scale: once per class in F.1 – F.5 	<ul style="list-style-type: none"> Higher book loan rate than last year 	<ul style="list-style-type: none"> ACY, LBY, Carmen
<ul style="list-style-type: none"> To create a lively reading atmosphere in the library 	<ul style="list-style-type: none"> Organise lunchtime reading activities Time scale: twice per year 	<ul style="list-style-type: none"> At least 20 participants per activity 	<ul style="list-style-type: none"> ACY, LBY, OHM Carmen

Program Brief: Strengthening the role of Reading Ambassadors

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To raise students' interest in reading by deepening their understanding of a few books 	<ul style="list-style-type: none"> Co-organise a "Book Walking Tour" based on some books with an organization Time scale: once within the school year 	<ul style="list-style-type: none"> 10 Reading Ambassadors participated in the activity Students enjoyed the activity 	<ul style="list-style-type: none"> LBY, OHM
<ul style="list-style-type: none"> To expose students to a wide range of books To award the outstanding Reading Ambassadors 	<ul style="list-style-type: none"> Escort the outstanding Reading Ambassadors to Hong Kong Book Fair and sponsor them to buy a book of their choice Time scale: once in July 2022 	<ul style="list-style-type: none"> 10 Reading Ambassadors were awarded Students enjoyed the activity 	<ul style="list-style-type: none"> ACY, HML
<ul style="list-style-type: none"> To develop students' potential in library professionalism 	<ul style="list-style-type: none"> Train up Reading Ambassadors with library-related knowledge Time scale: twice within the school year 	<ul style="list-style-type: none"> Two library-related workshops were organised for Reading Ambassadors 	<ul style="list-style-type: none"> OHM, HML, Carmen

Working plan compiled by: Linder Brenda Ying (Head)

Gifted Education Committee (GEC)

Program Brief: Nominate and subsidize the top students from F.5 to join the CUHK Summer Institute

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To allow students to explore different subject areas through short courses taught by CUHK To allow students to gain insight into adapting to the university learning environment 	<ul style="list-style-type: none"> Nominate and subsidize the top 5 students from F.5 to apply the program (based on overall ranking in the first term) Suggested programs or activities: <ul style="list-style-type: none"> 2 academic courses offered by schools or faculties of the following areas: Arts, Business Administration, Education, Engineering, Law, Medicine, Science and Social Science Enrichment activities including "Application of Biomedical Engineering in Orthopaedics", "University Entry Workshop Series – Writing Personal Statements for University Program Applications", "Visit to The Advanced Ophthalmic Training and Education Centre (AOTEC) and CUHK Eye Centre Visit with Ophthalmic Examination", etc. Time scale: July – Aug 2022 	<ul style="list-style-type: none"> Positive feedbacks obtained from post-activity evaluation from students 	<ul style="list-style-type: none"> CCW, MCK

Program Brief: EACT Jockey Club Active School

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To broaden the exposure of the elite PE students by trying non-mainstream sports • To allow students to understand more about the sports media industry 	<ul style="list-style-type: none"> • Arrange tasting programs (by Hong Kong Elite Athletes Association) of non-mainstream sports during F.4/F.5 PE elective lessons • Arrange students to spectate in <ul style="list-style-type: none"> ○ major national sports events held in HK ○ different local sports competitions so as to let students experience and dive in the competition atmosphere • Nominate students to join the "Little Reporter Program" by Sports Road, so as to <ul style="list-style-type: none"> ○ equip students with news theories and interview techniques as sports reporters ○ teach students the three aspects of sports news writing, sports photography and sports shooting ○ provide opportunities for students to interview active and retired Hong Kong athletes and Hong Kong sports reporters ○ provide internship opportunities to students in conducting interviews in large scale sports events as sports reporters • Time scale: throughout the second term 	<ul style="list-style-type: none"> • Positive feedbacks obtained from post-activity evaluation from students 	<ul style="list-style-type: none"> • CCW, CCY

Program Brief: Explore the possibility of setting up a scholarship system for the next academic year

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To encourage students to participate in external programs / competitions 	<ul style="list-style-type: none"> • Compile a list of external programs / competitions <ul style="list-style-type: none"> ○ Collect the information of the external programs / competitions from the promotion / leaflet of the external organization <ul style="list-style-type: none"> ➢ Time scale: throughout the whole year ○ Request each subject panel to submit a full list of external activities and competitions their students have participated in the past through Google Forms. <ul style="list-style-type: none"> ➢ Time scale: Within Sept 2021 • Compilation of a mark conversion table for the scholarship system. <ul style="list-style-type: none"> e.g. National award → 10 marks Regional award → 5 marks ○ Time scale: July 2022 	<ul style="list-style-type: none"> • Upon evaluation of the results, the scholarship system may start in 2022-23 	<ul style="list-style-type: none"> • CCW, CCY

Working plan compiled by: Chan Chun Wa (Head)

Student Admission Committee (SAC)

Program Brief: Explore further outreach and promotion programs

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To explore further new outreach and promotion programs to extend our presence to P.6 students and parents 	<ul style="list-style-type: none"> Explore the possibility of arranging day camp / overnight camp for potential P.6 students in christmas or summer holidays Explore the possibility of arranging PE activities / competitions for P.6 students Review, refine and extend our online promotion strategies 	<ul style="list-style-type: none"> New activity planned or organised for P.6 students Positive reviews from participants 	<ul style="list-style-type: none"> CWL + other heads CWL + PE Panel SAC + IPC

Working plan compiled by: Chan Wai Leung (Head)

Academic Support Committee (ASC)

Program Brief: Review of the homework detention class to provide better support on the under-performed students

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To help students who have serious problem in assignment submission • To help students develop better learning habits and submit quality assignments on time • To assist students in meeting the school's target on their APIs 	<ul style="list-style-type: none"> • Set up proper criteria and guidelines before initiating detention class • Minimize the drawbacks of detention class • Incorporate more subject teachers to supervise, monitor and assist their students to complete missing assignments • Homework detention classes will be arranged at least 2 times per week at <ul style="list-style-type: none"> ○ period 10 (1:00 pm – 1:40 pm) during half-day class, or ○ after-school (3:45 pm – 4:45 pm) during full-day class • Explore possibility of arranging lunch time detention during full-day class for F.1 and F.2 • Encourage early intervention measures by subject teachers and form teachers • Time scale: starts in Oct 2021 	<ul style="list-style-type: none"> • Concerned under-performed students showed progressive improvement in their APIs throughout the year • No. of students in detention classes reduced • Smooth operation of the detention classes observed 	<ul style="list-style-type: none"> • LTC (Coordinator) • HML, TPS, WMY, LKH, HCY • Subject teachers

Working plan compiled by: Leung Kim Hung (Head)

Timetabling Committee (TC)

Program Brief: Further develop the succession plan

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To strengthen and develop more staff with timetabling skills 	<ul style="list-style-type: none"> Organise at least one training program for members of TC 	<ul style="list-style-type: none"> A training program organised 	<ul style="list-style-type: none"> CKW

Program Brief: Coordination of the timetable under the different class resumption situations

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To fit in the changes of class resumption 	<ul style="list-style-type: none"> Prepare timetables of different situations 	<ul style="list-style-type: none"> Timetables prepared 	<ul style="list-style-type: none"> CKW, HKM, KPM, LKH

Working plan compiled by: Chan Ka Wing (Head)

COMMUNICATION & DEVELOPMENT

Apart from routine works, the following new initiatives will be carried out during the school year:

School Home Collaboration Committee (SHC)

Program Brief: Charity Sale Day

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> Cultivate students' benevolence Fundraising for subsidy and award scheme 	<ul style="list-style-type: none"> Details will be discussed in PTA general meeting 	<ul style="list-style-type: none"> Positive feedbacks from evaluation in PTA general meetings 	<ul style="list-style-type: none"> KIN*, WMH

Program Brief: Lesson Plan for Form Teacher Period (Family Bonding)

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To provide channel for Form Teachers to offer pastoral care and support to students To consolidate the relationship between child and parents / students and teachers 	<ul style="list-style-type: none"> Form a task group (teachers / parents / social workers) to develop the lesson plan with the main theme of "family bonding" Implement the material in FTPs with the help of Form Teachers 	<ul style="list-style-type: none"> Positive feedbacks from evaluation with form teachers and in PTA general meeting 	<ul style="list-style-type: none"> KIN*, CPY, WSK

Working plan compiled by: Wong Man Kin (Head)

Alumni Affairs Committee (AAC)

Program Brief: Mentorship Program

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance students' educational, social and personal growth 	<ul style="list-style-type: none"> Through experience sharing on yearly basis 	<ul style="list-style-type: none"> Positive feedbacks from mentors and mentees 	<ul style="list-style-type: none"> MLY, TKK, LLY, CPY (PTA), KIN (PTA)

Program Brief: Good Morning Alumni

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To expose students to role models so as to learn through the success of mentors 	<ul style="list-style-type: none"> Sharing in the morning assemblies, 3 times in the junior assembly and 3 times in the senior assembly Time scale: Mar 2022 (TBC) 	<ul style="list-style-type: none"> The sharing was conducted according to schedule 	<ul style="list-style-type: none"> LSH, WWS, YSY

Working plan compiled by: Man Lai Ying (Head)

Image Promotion Committee (IPC)

Program Brief: Update of the photos of campus facilities for school website

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To update the photos of our school facilities in school website 	<ul style="list-style-type: none"> Buy service from professional photographer to take photos of all school facilities Select suitable photos for school website Time scale: second term 	<ul style="list-style-type: none"> High quality photos for all school facilities taken New photos updated in school website 	<ul style="list-style-type: none"> LWY, YSM

Program Brief: Provide updates of daily school life in school website and/or social media

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To further enrich our school promotion by providing updates of daily school life in school website and/ or social media 	<ul style="list-style-type: none"> Review, refine and revamp the presentation of the school website to provide more timely updates (with IAC) Formulate an event highlight plan to collect activities highlights from different parties consistently Time scale: throughout the whole year 	<ul style="list-style-type: none"> School website revamped with better presentation Activities highlights were published in a timely manner More information about students' daily school life published More than 50% of the planned event highlights were published 	<ul style="list-style-type: none"> All

Working plan compiled by: Cheung Fook Lai (Head)

Staff Professional Development Committee (SPD)

Please refer to Page 6 for details of the routines of the Staff Development Plan for the current academic year.

Working plan compiled by: Tse Siu Wah (Head)

External Communication Committee (ECC)

Program Brief: Explore new sources and ways of collecting news and media coverage of school events and alumni

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To explore new sources and ways of collecting news and media coverage of school events and alumni 	<ul style="list-style-type: none"> The new sources and ways found are to be assessed and approved by the school for future uses Collected news and media coverage are to be sorted and saved in the Shared drive and media archive of ECC 	<ul style="list-style-type: none"> The new sources and ways implemented Collected material are accessible by ECC members and other authorized staff members 	<ul style="list-style-type: none"> YSH, BH, Dolf, ICC, IPL, MLY, Willy

Program Brief: Coordinate and assist in the drafting of official school announcements

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To coordinate and assist in the drafting of official school announcements 	<ul style="list-style-type: none"> The committee members concerned will coordinate and assist in the drafting of relevant announcements Offer suggestions and enhancements to announcements drafted by the SMT 	<ul style="list-style-type: none"> Smooth and efficient communication among ECC members and the SMT established in the drafting of school announcements School announcements issued with more consistency in both formatting and writing style 	<ul style="list-style-type: none"> MLY, YSH

Working plan compiled by: Yuen Siu Hon (Head)

Publication Committee (PC)

Program Brief: Enriching the content of the Yearbook

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To record important events and showcase the talents of students throughout the whole year 	<ul style="list-style-type: none"> Student editors are required to write captions and paragraphs for various school events Some descriptions on the artworks will be provided so that readers can have deeper understanding of the pieces The production schedule of the yearbook is adjusted to allow a more comprehensive inclusion of most important events with the academic year 	<ul style="list-style-type: none"> Actions carried out as planned The yearbook was published on time 	<ul style="list-style-type: none"> All members

Program Brief: Pride of Ti-I

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To give recognition and acknowledgement to students who have excellent performance or achievements in their field of strength, or have done good deeds 	<ul style="list-style-type: none"> A group of student journalists will interview targeted students, interview them and write articles about them. The articles will be posted up at the Time Tunnel. Develop Journalistic skills and interviewing skills among the student journalists. 	<ul style="list-style-type: none"> Actions carried out as planned Student journalists showed satisfaction in their production in year end evaluation 	<ul style="list-style-type: none"> LSS, LWY, YTH

Working plan compiled by: Li Po Chui (Head)

STUDENT DEVELOPMENT

Apart from routine works, the following new initiatives will be carried out during the school year:

Careers and Life Planning Committee (CLP)

Program Brief: Careers Visit

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To instill positive attitude and value for working in real life 	<ul style="list-style-type: none"> • Careers Visit (for F.5 Students): <ul style="list-style-type: none"> ○ Outsource services from NGOs to arrange 6 -7 visits of different industries ○ Match the industries of the visits with students' preference as much as possible • Time scale: Apr 2022 	<ul style="list-style-type: none"> • Students acquired better understanding of the job nature of different industries and pictured a positive working attitude • Positive feedbacks from teachers' observations 	<ul style="list-style-type: none"> • WSK

Program Brief: Individual Counselling on JUPAS

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To encourage students to face upcoming challenges with positive and constructive attitude 	<ul style="list-style-type: none"> • Individual Counseling on JUPAS (for F.6 students) <ul style="list-style-type: none"> ○ All CLP Committee members will participate in the activity as counsellors ○ Match students' JUPAS choices with the expertise of the counsellors as much as possible • Time scale: completed at least 7 days before the deadline for the submission of JUPAS choices 	<ul style="list-style-type: none"> • More students would come up with a rational decision on JUPAS choices • Positive feedbacks from teachers' observations 	<ul style="list-style-type: none"> • KPM

Working plan compiled by: Tong Cheong Wing (Head)

Discipline Committee (DC)

Program Brief: Develop Prefect Team members' leadership

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To develop Prefect Team members' leadership 	<ul style="list-style-type: none"> Arrange training camp and training workshops for Prefect Team 	<ul style="list-style-type: none"> Positive feedback received from Prefect Team members and teachers 	<ul style="list-style-type: none"> LIE, SKY

Program Brief: Develop students' positive attitude through experiential training activities

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To develop students' positive attitude and self-discipline through experiential training activities 	<ul style="list-style-type: none"> Arrange selected students to join Enhanced Smart Teen Project (ESTP 2021-2022) to develop themselves through the training experiences 	<ul style="list-style-type: none"> Positive feedback from students and teachers Active Participation of students in ESTP observed 	<ul style="list-style-type: none"> LIE, SKY

Working plan compiled by: Lie Chi Wai (Head)

Guidance and Student Support Committee (GSS)

Program Brief: Ti-I Happiness Index

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To raise the awareness of mental health and stress management of the entire school 	<ul style="list-style-type: none"> Provide a tracking poll with a series of individual surveys repeated continuously over time to measure changes in level of happiness in our school 	<ul style="list-style-type: none"> One survey per term among all F.1 and F.2 students arranged Online reports released within 2 weeks after the survey 	<ul style="list-style-type: none"> SY

Program Brief: Enhanced Smart Teen Project

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance students' self-discipline, self-confidence, team spirit and resilience 	<ul style="list-style-type: none"> Joint hand with DC to implement the project in school led by EDB and disciplinary forces Participating students (max 40) will go to a 5-days training camp held by the Fire Services Department 	<ul style="list-style-type: none"> 80% of attendance rate of all pre- and post-camp gatherings Positive feedbacks from participants and teachers in post-camp evaluation meeting 	<ul style="list-style-type: none"> AOY, social workers

Working plan compiled by: Ng Chi Lam (Head)

OLE & SLP Committee (OSC)

Program Brief: Leadership Training Program (collaboration with SEC)

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance the leadership qualities of student leaders in areas including proactive-ness, self-confidence, readiness to face challenges, communication skills and the spirit of service, etc. To help them gain exposure in settings outside school, such as adventure-based training camps and territory-wide leadership training opportunities To nurture among them a greater sense of belonging to the school, as well as the continuity of the spirits of Ti-Ians through their involvement in school functions whichever appropriate 	<ul style="list-style-type: none"> Training activities will be provided for student leaders in our school, including interactive training workshops, adventure-based training day camp and a 3-day-2-night Summer Leadership Camp These activities will challenge students' leadership qualities such as endurance, resilience, problem-solving skills and communication skills, as well as grooming potential leaders in academic year 2022-23 	<ul style="list-style-type: none"> Positive feedbacks from post-activity evaluation from students Positive feedbacks from teacher's evaluation in committee meetings 	<ul style="list-style-type: none"> CYH, YYK, LYH, CCY, NLK

Program Brief: Talent Quest

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To explore, recognise and nurture multiple talents of students in Ti-I, and therefore to uphold the importance of whole-person development • To enhance students' proactive-ness, self-confidence and courage to overcome challenges • To nurture among students a spirit of appreciating others' strengths and learning from one another 	<ul style="list-style-type: none"> • Open audition, knockout round and grand final will be held to select outstanding performers • Students will be given advice about their performances during the coaching sessions provided by performing artists (preferably our alumni) • Time scale: during post exam. activities in the second term 	<ul style="list-style-type: none"> • Positive feedbacks from teacher's evaluation in committee meetings 	<ul style="list-style-type: none"> • CYH, WSK

Working plan compiled by: Chan Yu Ho (Head)

Student Exposure Committee (SEC)

Program Brief: Ti-I Services Team

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance the educational development of student volunteers To provide an opportunity for team members to participate effectively in volunteering programs To strengthen school and community relationship 	<ul style="list-style-type: none"> Implement different activities for the Elderly Academy, including interest classes, visits, local tours, etc. Provide different kinds of social service opportunities to team members, particularly in collaboration with the PTA and the PE department 	<ul style="list-style-type: none"> Positive feedback from students, teachers and NGOs received through evaluation forms 	<ul style="list-style-type: none"> YSH, LKL, OHM, WMH

Program Brief: Grand Tour - Culture and Services Learning Trip (F.4 & F.5)

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To broaden students' horizons and enable students to take part in visits, cultural learning and service learning outside school To boost class spirit and create pleasant and lasting class memories To train students' skills on self-management, independence and responsibility 	<ul style="list-style-type: none"> Encourage students' interaction with the people at the destination, observation of the environment and surroundings, and understanding and reflection of the destination's developments and cultural features Pre-trip research and planning, interim group presentations, followed by sharing sessions with analysis and in-depth discussion, leading to final project reports to be shared both inside and outside the school 	<ul style="list-style-type: none"> Positive response and active participation of students and teachers observed Positive feedback from students, teachers and NGOs received through evaluation forms 	<ul style="list-style-type: none"> WMH

Working plan compiled by: Woo Mei Hung (Head)

Student Growth Committee (SGC)

Program Brief: Whole-person education teaching pack for F.4 Form Teacher Period

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To shape and nurture students' personal growth and development based on the new whole-person education framework 	<ul style="list-style-type: none"> Develop a teaching pack with themes and guidelines to form teachers for Form Teacher Periods A concluding task is expected from each class 	<ul style="list-style-type: none"> Proposed teaching pack was delivered to students Positive response and participation from colleagues and students received A concluding task from each class produced 	<ul style="list-style-type: none"> LSM, MKH, SKY, WKL

Program Brief: Providing and exploring more moral, civil and national education, life education and value education, health education and sex education related stimulus and exposure for students

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To provide and explore new and various exposure of related nature for student development 	<ul style="list-style-type: none"> Promote external activities and competitions of related nature for students to take part Source a list of new potential organizations to work on for future consideration <ul style="list-style-type: none"> Time scale: throughout the whole year Organise visits, outing and day camps of related nature for students <ul style="list-style-type: none"> Time scale: at least once a year 	<ul style="list-style-type: none"> Positive response and participation from targeted participants observed Some new and potential organizations are sought for future consideration by the end of the academic year At least one visit, outing and day camp of related nature held Positive response and participation from targeted participants observed 	<ul style="list-style-type: none"> All members

Program Brief: Organizing student growth programs, activities, talks, visits and competitions with the collaboration of other committees and subjects

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To shape students' moral values • To provide various stimuli and exposure to students with the collaboration of different committees and subjects • To enhance student development from different areas • To raise students' awareness of civic and national education, as well as national security education 	<ul style="list-style-type: none"> • Co-organise/collaborate programs, activities, talks, visits and competitions with other committees and subjects <ul style="list-style-type: none"> ○ Time scale: at least once a year • Induce civic and national education with other subjects and committees, e.g. Topics on National Flag, National Flag raising ceremony <ul style="list-style-type: none"> ○ Time scale: as needed • Produce display boards of related themes and topics <ul style="list-style-type: none"> ○ Time scale: throughout the whole year 	<ul style="list-style-type: none"> • Positive response and participation from targeted participants observed • At least one activity or competition held • Students' knowledge on civic and national education deepened • Students' knowledge on relevant topics deepened 	<ul style="list-style-type: none"> • All members

Working plan compiled by: Ho Ho Shuen (Head)

ADMINISTRATION & RESOURCES

Apart from routine works, the following new initiatives will be carried out during the school year:

Finance Committee (FC)

Program Brief: Follow-up and revitalization of e-Financial System

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance financial management efficiency and effectiveness by fine-tuning and revitalizing the eFinancial System 	<ul style="list-style-type: none"> To fine-tune and enhance the interface and procedures as appropriate Time scale: throughout the whole year 	<ul style="list-style-type: none"> Smooth operation of the system reported Bugs reported were fixed and enhancements suggested were implemented in a timely manner 	<ul style="list-style-type: none"> All members

Program Brief: RFID Asset Management System

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance financial management efficiency and effectiveness in asset management 	<ul style="list-style-type: none"> Set up an RFID Asset Management System utilizing existing software and hardware of the RFID system available in the library circulation system Time scale: pilot testing in 3 phases: ICT - Dec 21 IAC – Feb 21 other parties – May to July 2022 	<ul style="list-style-type: none"> Smooth transition, operation and integration with the existing FAR system achieved Stock taking time greatly reduced 	<ul style="list-style-type: none"> NYM, Debbie

Working plan compiled by: Poon Sinn Ching (Head)

Resources Committee (RC)

Program Brief: Plan and procure furniture for book corners

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To renew some furniture in different areas of the school campus as book corners 	<ul style="list-style-type: none"> Strategically locate some areas within the school campus as book corners Procure or relocate suitable furniture in setting up the book corners Time scale: planning - first term, procurement - second term 	<ul style="list-style-type: none"> Book corners setup successfully around the campus 	<ul style="list-style-type: none"> LTC, PSC, CH, YSM, Debbie

Program Brief: Enhancement of audio-visual facilities in teaching venues

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance and upgrade the audio-visual facilities in all teaching venues 	<ul style="list-style-type: none"> Procure / relocate visualizers to all teaching venues In collaboration with IAC, inspect and upgrade associated components (e.g. HDMI matrices, touch panels, wirings, etc.) Time scale: throughout the whole year 	<ul style="list-style-type: none"> Enhanced audio-visual experience provided in all teaching venues Positive feedback from teachers in year-end evaluation 	<ul style="list-style-type: none"> LTC, TKL, WKM, Kenneth, Heidi LLY, TWH (IAC)

Program Brief: Set up an Electronic Print Form and streamline the workflow of mass printing

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To set up an Electronic Print Form and streamline the workflow of mass printing for the new printing system 	<ul style="list-style-type: none"> Design and set up an Electronic Print Form for direct sending of mass print jobs to the Printing Room Provide clear online guidelines for teachers to follow Time scale: beta test within the first term, full implementation within the second term 	<ul style="list-style-type: none"> The Electronic Print Form was enhanced during the beta testing stage Positive feedback from teachers 	<ul style="list-style-type: none"> LTC, CPY, NLK, Janice

Working plan compiled by: Lee Tim Cheung (Head)

Estate Management Committee (EMC)

Program Brief: Technical support to the establishment of the climbing wall

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To provide technical support for the building of the climbing wall 	<ul style="list-style-type: none"> Provide technical support for the establishment of the climbing wall at various stages of the project (collaboration with the PE department) Time scale: design and specification: before Feb 2022 tendering: July 2022 	<ul style="list-style-type: none"> The design and tendering phase of the project successfully kick started within this academic year 	<ul style="list-style-type: none"> CH, LTC, Jone

Program Brief: Technical support to the establishment of the Green Corner

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To provide technical support for the building of the Green Corner 	<ul style="list-style-type: none"> Provide technical support for the establishment of the Green Corner (collaboration with the various subject departments and committees) Time scale: initial design: Dec 2021 construction: before Aug 2022 	<ul style="list-style-type: none"> The Green Corner was successfully established meeting the requirements of various subject departments and committees 	<ul style="list-style-type: none"> CH, LTC, Jone

Working plan compiled by: Chiu Hayes (Head)

Supporting Staff Committee (SSC)

Program Brief: Evaluate and fine-tune the duties and roles of supporting staff

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To evaluate the effectiveness and roles of supporting staff in various subject panels/committees • To further explore the talents and expertise of supporting staff and provide opportunities for them to contribute further to the school in different school functions 	<ul style="list-style-type: none"> • Assess and evaluate existing duties of supporting staff • Interview and discuss with staff regarding their expectations and their scope of work • If needed, meetings with some committee/panel heads to fine-tune the scope of work of concerned supporting staff • Time scale: Interview with supporting staff: within the first term meeting with committee/panel heads: Jan to Feb 2022 	<ul style="list-style-type: none"> • Positive feedbacks reported from year-end evaluations / appraisals • Communication between supporting staff and the concerned committee(s)/panel(s) enhanced • New talents/expertise of some supporting staff discovered and contributions made to school functions 	<ul style="list-style-type: none"> • Willy* • Committee/ panel heads

Program Brief: Events and activities to raise team morale and bonding of supporting staff

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To raise team morale and bonding of supporting staff through various events and activities 	In collaboration with SWC: <ul style="list-style-type: none"> Organise events and activities to facilitate better communication and cooperation among supporting staff Build up a positive collaborative culture among supporting staff to achieve common goals and provide better support to the overall school operation Enhance the communication between teaching staff and supporting staff 	<ul style="list-style-type: none"> Positive feedbacks reported from year-end evaluations / appraisals of teaching staff and supporting staff 	<ul style="list-style-type: none"> All members

Working plan compiled by: Chui Leung Kam (Head)

Major School Events Committee (MSE)

Program Brief: Improvise to deliver major school events online if needed

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To organise major school events through online mode if needed To support the continuation of some major school events under limitations imposed by the pandemic 	<ul style="list-style-type: none"> Timely fine-tune and adjustment of the content of major school events to prepare for online of physical delivery of major school events Enrich the IT literacy and technical knowledge of MSE members to cope with the online delivery of events and enhance the efficiency and workflow of major tasks of MSE Time scale: throughout the whole year 	<ul style="list-style-type: none"> Most major school events carried out smoothly either in normal or online mode Positive feedback from teachers, students, parents and other stakeholders (e.g. prospective parents and students for 2022 admission) 	<ul style="list-style-type: none"> LYZ*, all members

Program Brief: Fine-tune awards presentation and operation of various ceremonies

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To recognize students' achievements appropriately in a timely manner To fine-tune the presentation of awards among various ceremonies 	<ul style="list-style-type: none"> Review the presentation, types and frequency of various awards Explore new type of rewards other than trophies Fine-tune the rundown, format and items in major school events (e.g. distribution of different student speeches in events, mode of presentation, etc.) Provide more MC training and opportunities for more students 	<ul style="list-style-type: none"> Awards were presented logically in appropriate ceremonies Smoother operation observed in various ceremonies 	<ul style="list-style-type: none"> LYZ*, all members

Working plan compiled by: Lau Yuk Zin (Head)

Staff Welfare Committee (SWC)

Program Brief: Short courses (e.g. Yoga, knitting, etc.)

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To provide a platform for the staff to relax and learn new skills or sports To provide channels for communications among the staff To promote work-life balance 	<ul style="list-style-type: none"> Arrange courses on leisure or well-being for all staff Time scale: during PM sessions of Staff Development Days, exam. or post-exam. periods 	<ul style="list-style-type: none"> Majority of the staff enjoyed the courses in evaluations Relaxing informal social gatherings organised An even more harmonious culture among staff created 	<ul style="list-style-type: none"> CPY, ACY, WMY, LWC

Working plan compiled by: Chu Po Yee (Head)

Student Registration and Records Committee (SRR)

Program Brief: Establishing a mechanism for FTs' perusal of the student record files

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To ensure Form Teachers have greater awareness on students' profile, especially some of the important information 	<ul style="list-style-type: none"> Request Form Teachers to peruse the folders of their class after the General Office has finished filing Time scale: by the end of Sept 2021 	<ul style="list-style-type: none"> Positive feedback from colleagues 	<ul style="list-style-type: none"> LYH, Willy, Niki

Program Brief: Reviewing the flow of students' health records

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To ensure all concerned parties are well informed of students' health records 	<ul style="list-style-type: none"> Coordinate with SEN coordinator, PE department and the General Office to establish a standard procedure of handling students' health records 	<ul style="list-style-type: none"> Systematic operation achieved Positive feedback from colleagues 	<ul style="list-style-type: none"> LYH, HKM, Willy

Working plan compiled by: Leung Yat Hin (Head)

Information Technology Administration Committee (IAC)

Program Brief: Review and enhance the presentation of the school website

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To review and enhance the presentation of the school website 	In collaboration with IPC: <ul style="list-style-type: none"> Review and transfer appropriate content from the Virtual Open Day portal to the school website Revamp the presentation of the front page of the school website to include the display of more events of daily school life Time scale: review and initial design: Oct 2021 website structure modification: Dec 2021 new content & design: mid Feb 2021 	<ul style="list-style-type: none"> School website enhanced with more user-friendly interface and enriched content Positive feedback from users received 	<ul style="list-style-type: none"> LIE, LYH, NKS, AOY

Program Brief: Projection Mapping and Multimedia Courses for IT/AV Team (IT Innovation Lab Project)

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To integrate and extend student's VA talents through new creative media with modern/up-trend technologies • To provide new platforms to unleash student's innovative ideas and creativity 	<p>In collaboration with the ICT department:</p> <ul style="list-style-type: none"> • Immerse students to new technologies and skills (3D Projection Mapping, media projection, hand-crafting, etc.) through seminars, workshops, competitions, performances, etc. • Arrange training courses (around 36 hours) to 80 students (mainly F.1 and F.2) from the IT/AV Team • Train up potential students to participate in the Hong Kong Projection Mapping Festival • Time scale: Feb to Aug 2022 	<ul style="list-style-type: none"> • Positive responses from participants in the evaluations at various stages • Average attendance rate of around 70% recorded • A team successfully formed and participate in the Hong Kong Projection Mapping Festival 	<ul style="list-style-type: none"> • LLY, LWY, AOY • ICT Teachers

Program Brief: New iPads for eLearning

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To facilitate eLearning through the provision of more iPads 	<ul style="list-style-type: none"> Purchase a new set of 30 iPads with associated MDM Explore, procure, install and manage popular learning apps (Kahoot!, NearPod, etc.) on the iPads through the MDM centrally Enhance the Mobile Device Booking system in the intranet to cope with the new service Arrange user training workshops for teachers Time scale: delivery: before Apr 2022 training: around May 2022 	<ul style="list-style-type: none"> New iPads delivered and available by the end of the school year Positive feedback from teachers and students received in year-end evaluation Around 30% booking rate received 	<ul style="list-style-type: none"> KPM, LSS, TWH

Working plan compiled by: Leung Li Yick (Head)

Crisis Management Committee (CMC)

Program Brief: Provide training on the use of fire extinguishers to school janitors

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To provide training on the use of fire extinguishers to janitors 	<ul style="list-style-type: none"> Arrange training workshop on the use of fire extinguishers to janitors Time scale: once within the school year 	<ul style="list-style-type: none"> All janitors attended the workshop 	<ul style="list-style-type: none"> CWL, Jone

Program Brief: Provide training on the use of AED to all staff

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To provide training on the use of AED to all staff 	<ul style="list-style-type: none"> Arrange training workshop on the use of AED to all staff Time scale: once within the school year 	<ul style="list-style-type: none"> All staff attended the workshop 	<ul style="list-style-type: none"> LWT, CWL

Working plan compiled by: Lee Wing Tao (Head)

6. WORKING PLAN OF SUBJECT PANELS

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Biology

Program Brief: Providing learning opportunities outside classrooms for students in different forms

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To arouse students' interests in Biology To maintain students' curiosity for living things To enrich students' exposure in Biology 	<ul style="list-style-type: none"> Organise field trips and field camp for F.4 and F.5 students <ul style="list-style-type: none"> Time scale: Jan and May 2022 Encourage students to participate in interschool competitions or activities <ul style="list-style-type: none"> Time scale: throughout the whole year 	<ul style="list-style-type: none"> Positive feedbacks from students received from post-trip evaluations Quality field study reports received after the field camp Some students participated in interschool competitions or activities (e.g. Hong Kong Biology Literacy Award and International Biology Olympiad) 	<ul style="list-style-type: none"> YYK, YWS, CCK, WKM

Program Brief: Arranging learning activities and routines for students to help maintain the solar hydroponic culture and fish farming systems

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To develop students' respect for living things To build up students' sense of responsibility to serve the school 	<ul style="list-style-type: none"> Design learning activities and routines for F.3 and F.5 students to assist the management of the solar hydroponic culture system Design learning activities and routines for F.4 students to assist the management of the fish farming system Time scale: throughout the whole year 	<ul style="list-style-type: none"> Positive feedbacks received from post-activities' evaluations Students followed the routines and maintain the systems in good conditions 	<ul style="list-style-type: none"> YYK, CCK, WKM

Working plan compiled by: Yip Yuk Ki (Head)

Business, Accounting and Financial Studies

Program Brief: Integration of the elements of national security education into the relevant topics

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To integrate the elements of national security education into the subject To enhance students' awareness of the closer tie between Mainland and Hong Kong and develop a sense of national identity 	<ul style="list-style-type: none"> Introduce the following topics in the area of closer tie between Mainland and Hong Kong: <ul style="list-style-type: none"> Greater Bay Area development One Belt One Road Impact of Sino-US Trade Conflict on Hong Kong Develop new teaching and learning resources related to national security education Time scale: within first Term in F.4 	<ul style="list-style-type: none"> Students' awareness of the closer tie between Mainland and Hong Kong reflected from observations and their assignments 	<ul style="list-style-type: none"> PSC

Program Brief: Implement and refine the revised curriculum plan

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To improve teaching effectiveness 	<ul style="list-style-type: none"> Review and oversee the implementation of the revised curriculum plan Collaborate with other panels, e.g. Economics to maximise teaching effectiveness 	<ul style="list-style-type: none"> The implementation was closely monitored and reviewed throughout the year Evaluation with suggestions for improvement attached to AER 	<ul style="list-style-type: none"> PSC, LWT

Program Brief: To improve learning attitude

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To improve learning outcomes 	<ul style="list-style-type: none"> • Require students to conduct lesson preparation periodically <ul style="list-style-type: none"> ○ Time scale: at least twice per year • Adopt different strategies to address learner diversity • Utilize statistics and data to improve learning outcome of different groups of students 	<ul style="list-style-type: none"> • The requirements completed and most students do the pre-tasks • Different strategies adopted to help cater for learner diversity • 80% of the students got ASP above 90% 	<ul style="list-style-type: none"> • PSC and LWT

Working plan compiled by: Poon Sinn Ching (Head)

Citizenship & Social Development

Program Brief: Implementing the new CS curriculum in F.4

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To increase the teaching and learning effectiveness so as to enhance students' interest in learning the subject To strengthen the support for teachers in teaching the subject 	<ul style="list-style-type: none"> Implement the new curriculum in Form 4 only in 2021-2022 and eventually replace LS by 2023-24 Introduce textbook so as to provide more teaching and learning materials for both teachers and students Solicit and deploy various resources (e.g. one-off CS grant and subsidies from external organizations for study tours in the Bay Area) Develop or procure relevant learning and teaching resources Organise learning activities in Hong Kong or Mainland China 	<ul style="list-style-type: none"> Positive feedbacks from teachers in evaluation meetings 	<ul style="list-style-type: none"> CYH, all members

Program Brief: Organizing co-curricular activities for different forms

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To arouse students' interest in learning the subjects (i.e. L&S, CS and LS) • To increase students' exposure through first-hand experiences related to the social issues concerned • To nurture students' inquiry mindset and critical thinking skills through the discussions during or after the activities • To enhance students' understanding of the country and their national identity 	<ul style="list-style-type: none"> • Co-curricular activities may include school talks, visits or experiential activities within or outside the campus (e.g. seminar on Hong Kong history, ethnic minorities discovery tour, visits to waste management infrastructure) • Organise activities for separate classes or for the whole form in the afternoon session on school days • If possible, arrange activities after the related topics are taught 	<ul style="list-style-type: none"> • Positive feedbacks from post-activity evaluation from students • Positive feedbacks from teachers in evaluation meetings 	<ul style="list-style-type: none"> • Form coordinators and teachers in the concerned forms

Working plan compiled by: Chan Yu Ho (Head)

Chemistry

Program Brief: Develop student's learning habits by assigning online pre-study tasks

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To achieve school mission MC1 by helping students develop better learning habits and able to master key concepts in the lesson very well To use lesson time more effectively to introduce some basic or important skills before performing experiments 	<p>Before the lessons, subject teachers will:</p> <ul style="list-style-type: none"> assign pre-study tasks (e.g. flipped videos / articles, etc.) for students before lessons request students to complete and submit the assigned tasks (API records counted) provide feedbacks and comments to submissions <p>During the lessons, subject teachers will:</p> <ul style="list-style-type: none"> remind students some basic experimental skills involved from the assigned pre-experimental tasks (e.g. experimental videos) before doing experiments request students to answer some pre-experimental questions even arrange pre-experimental quizzes <ul style="list-style-type: none"> Time scale: throughout the whole year 	<ul style="list-style-type: none"> More than 95% of students completed their online tasks satisfactory and punctually with reference to API records More than 95% of students carried out their experiments smoothly and carefully with reference from breakage record / SBA record/ experimental reports More than 75% of students achieved scores above 40/100 with reference to QPI records / examination results 	<ul style="list-style-type: none"> LKH*, ACY, CCK

Working plan compiled by: Leung Kim Hung (Head)

中國歷史

計劃簡述： 提升學生對中國歷史科學習興趣

相關關注事項： 天行健，止於至善 不言倦，發展全面 言必行，信守使命 不適用

目的	策略 / 時間	成功準則 及 檢討	負責人
<ul style="list-style-type: none"> 通過課堂以外的學習活動，增加學生對中國歷史的興趣及理解 	<ul style="list-style-type: none"> 組織有興趣的初中同學，參加最少一個校外舉辦的中史比賽 	<ul style="list-style-type: none"> 不少於一半的參與學生對活動有正面評價 	<ul style="list-style-type: none"> 黃家樂老師

計劃簡述： 與世界歷史科作聯科考察

相關關注事項： 天行健，止於至善 不言倦，發展全面 言必行，信守使命 不適用

目的	策略 / 時間	成功準則 及 檢討	負責人
<ul style="list-style-type: none"> 加強跨科合作 	<ul style="list-style-type: none"> 與世界歷史科共同策劃及帶領中四及中五學生前往中西區文物徑 	<ul style="list-style-type: none"> 不少於一半的參與學生對活動有正面評價 	<ul style="list-style-type: none"> 黃家樂老師 文冠鏗老師

計劃編製者: 黃家樂 (科主任)

中國語文

項目簡介： 高中新課程

相關關注事項： 天行健，止於至善 不言倦，發展全面 言必行，信守使命 不適用

目標	策略 / 時間	成功準則 及 檢討	負責人
<ul style="list-style-type: none"> 因應高中新課程編訂中四教學計劃 	<ul style="list-style-type: none"> 配合指定閱讀篇章之教學重點，按部就班編入相關白話文篇章，提升白話文閱讀理解及寫作能力。 編訂實用文寫作進度。 	<ul style="list-style-type: none"> 學生表現有所提升 科會檢討 	<ul style="list-style-type: none"> 科任老師

項目簡介： 全校訂閱報章

相關關注事項： 天行健，止於至善 不言倦，發展全面 言必行，信守使命 不適用

目標	策略 / 時間	成功準則 及 檢討	負責人
<ul style="list-style-type: none"> 定期閱讀報章，增廣見聞；結合寫作，鍛煉文筆 	<ul style="list-style-type: none"> 每星期訂閱《星島日報·悅讀語文》(初中) / 《明報·語文同樂》(高中)，選取合適篇章為題材寫作(仿作 / 續寫 / 改寫 / 評論等，約每月一篇)。 	<ul style="list-style-type: none"> 學生表現有所提升 	<ul style="list-style-type: none"> 科任老師

項目簡介： 善用資訊科改善學習態度

相關關注事項： 天行健，止於至善 不言倦，發展全面 言必行，信守使命 不適用

目標	策略 / 時間	成功準則 及 檢討	負責人
<ul style="list-style-type: none"> 改善學生學習態度 	<ul style="list-style-type: none"> 邀請有相關教學經驗的教師於科會議上分享運用 Kahoot, Google Classroom 等軟件的方法及效果，以期鼓勵教師學習如何善用教學軟件，上載問題、動畫、預習筆記等學習材料，讓學生於課堂前自學。 	<ul style="list-style-type: none"> 學生表現 科會檢討 	<ul style="list-style-type: none"> 科任老師

計劃編製者：黃文堅、劉育善（科主任）

中國文學

計劃簡述： 調適統測分數及題目類型

相關關注事項： 天行健，止於至善 不言倦，發展全面 言必行，信守使命 不適用

目的	策略 / 時間	成功準則 及 檢討	負責人
<ul style="list-style-type: none"> 鞏固文學常識基礎。 引發動機及學習興趣。 	<ul style="list-style-type: none"> 在統測增設額外加分題，題目與文學常識有關。 	<ul style="list-style-type: none"> 學生表現 	<ul style="list-style-type: none"> 科任老師

計劃簡述： 文學分享環節

相關關注事項： 天行健，止於至善 不言倦，發展全面 言必行，信守使命 不適用

目的	策略 / 時間	成功準則 及 檢討	負責人
<ul style="list-style-type: none"> 增進中三級學生對中國文學科的認識 	<ul style="list-style-type: none"> 與中文科合作 師兄姐現身說法 文學對師兄姐的幫助 	<ul style="list-style-type: none"> 學生表現 	<ul style="list-style-type: none"> 科主任、科任老師及中三級中文科科任老師

計劃編製者: 文麗英 (科主任)

Economics

Program Brief: Ti-I Economics YouTube Channel

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To promote self-directed learning through tailor-made online resources 	<ul style="list-style-type: none"> Produce short videos about different economics topics and upload them to YouTube Encourage F.4-6 students to make use of the online resources for self-directed learning Time scale: throughout the whole year 	<ul style="list-style-type: none"> At least 10 short videos produced and uploaded A total viewership of 300 counts recorded 	<ul style="list-style-type: none"> NCL, CCW

Working plan compiled by: Ng Chi Lam (Head)

English Language

Program Brief: Inter-school speaking practice

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To improve students' speaking skill 	<ul style="list-style-type: none"> Teachers bring F.5 and F.6 students to the partner school(s) Students interact with their counterparts in groups Time scale: 2-3 times throughout the whole year 	<ul style="list-style-type: none"> 60% of F.6 and 10% of F.5 students joined the program Students were willing to speak more actively in lessons through teachers' observation Students were more interactive in the Mock Speaking Exam 	<ul style="list-style-type: none"> LBY, LSM and all F.5-6 English teachers

Program Brief: One-minute impromptu speech about social issues

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance students' immediate oral responses 	<ul style="list-style-type: none"> F.4 students learn social issues in CS lessons F.4 students learn individual response skills in English lessons F.4 students practice responding to questions regarding social issues in CS lessons Top F.4 students join the competition in English Centre Time scale: Apr 2022 	<ul style="list-style-type: none"> 70% of students could answer the question without too much hesitation Top students could all answer the question confidently with substantial content 	<ul style="list-style-type: none"> LBY, F.4 English and CS teachers

Program Brief: Strengthening learning and teaching

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To improve students' DSE exam results 	<ul style="list-style-type: none"> Revise the F.4 speaking and writing curricula in response to the optimization initiative Provide various forms of support to public exam classes Time scale: throughout the whole year 	<ul style="list-style-type: none"> New F.4 Speaking and SBA Handbook and teaching materials were produced Tutorial classes or extra speaking and listening practice were offered to F.6 students 	<ul style="list-style-type: none"> LBY, F.6 teachers & all teachers

Working plan compiled by: Linder Brenda Ying, Tsao Yu Fang (Heads)

Geography

Program Brief: Outings and field trips organised by different parties and NGOs

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To extend students' learning outside classrooms 	<ul style="list-style-type: none"> Enroll students in open class organised by Mad School and the Drainage Department in Sept, 2021 Participate in Outreach program organised by the Planning Department Exemplify students' talents and creativity in different social innovation projects 	<ul style="list-style-type: none"> Active response in activities observed Positive feedbacks from students received 	<ul style="list-style-type: none"> LHL, AOY and MCK

Program Brief: Mountain craft level 1 training for F.4 and F.5 students

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To improve students' map-reading skills 	<ul style="list-style-type: none"> Introduce the technique of actualizing map reading skills, using compass, journey planning and basic hiking skills Assist students in answering map reading questions and HKDSE FBQ question Time scale: throughout the whole year 	<ul style="list-style-type: none"> Active participation of all F.4 and F.5 Geography students observed Positive feedbacks from participants observed through report and class presentation 	<ul style="list-style-type: none"> LHL

Program Brief: Collaboration with different subjects / committees in organizing environmental education activities

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To help students apply book knowledge in daily life 	<ul style="list-style-type: none"> Observe the ecological interaction by visiting amphibians and reptiles Explore the biodiversity via mini-games and information about common species in lecture Explore in the countryside, while explaining their habitats and techniques to identify species Time scale: throughout the whole year 	<ul style="list-style-type: none"> Active participation of all participants observed Positive feedbacks from students submitted through field trip reports and class presentations 	<ul style="list-style-type: none"> LHL, AOY and MCK

Working plan compiled by: Li Hiu Lam (Head)

History

Program Brief: Accommodate and review on the use of new textbook

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance and ensure learning effectiveness of students with the change of textbooks 	<ul style="list-style-type: none"> Make special arrangements to accommodate the new set of textbooks. (e.g. extra assignments and notes to help students consolidate learning output) 	<ul style="list-style-type: none"> At least one extra assignment and notes uploaded per term 	<ul style="list-style-type: none"> BH, MKH

Program Brief: History - PE cross-curricular learning program

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To promote cross-subject activity 	<ul style="list-style-type: none"> Visit Hong Kong Golf Club – Fanling with PE students to enrich students' exposure Collaboration with the PE Panel 	<ul style="list-style-type: none"> Positive feedbacks from at least 70% or more participants 	<ul style="list-style-type: none"> MKH PE teachers

Program Brief: Include a new element in the exam paper (5% bonus- challenging question)

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To develop students' historical skills by encouraging them to write more in the exam paper To arouse students' interest 	<ul style="list-style-type: none"> Add a challenging question (5% bonus) to exam papers The challenging question is open-ended and it requires students to answer in complete sentence 	<ul style="list-style-type: none"> At least 80% of students attempted the challenging question Students attained an average of 3% out of 5% in the bonus question 	<ul style="list-style-type: none"> BH, MKH

Program Brief: Joint-school DSE mock exam with St. Marks School

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To exchange learning experience with students from other school To polish students' exam skills 	<ul style="list-style-type: none"> Arrange joint-school DSE mock exam with St. Marks School Design exam papers by teachers from both schools Share learning experience and exam skills among students and teachers from both school Time scale: Mar 2022 	<ul style="list-style-type: none"> At least 80% of students participated in the mock exam 	<ul style="list-style-type: none"> MKH

Working plan compiled by: Man Kwun Hang Gary (Head)

Information & Communication Technology

Program Brief: Enhance students' awareness on threats and security on the internet

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enhance students' awareness on threats and security on the internet 	<ul style="list-style-type: none"> Raise students' awareness on threats and security on the internet through the teaching of possible security threats in users' perspective Arrange talks/webinars related to internet threats and security to equip students with up-to-date information from professionals of the IT industry Time scale: throughout the whole year 	<ul style="list-style-type: none"> Positive feedbacks from students and subject teachers in year-end evaluations 	<ul style="list-style-type: none"> LIE, LLY, CWL

Program Brief: Enrich students' exposure on ICT applications

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enrich students' exposure on ICT applications in both daily life and industrial sectors 	<ul style="list-style-type: none"> Arrange various talks/visits/external competitions to expose students to more ICT applications Time scale: Junior forms: two times throughout the whole year Senior forms: two times throughout the whole year 	<ul style="list-style-type: none"> Positive feedbacks from students and subject teachers received in evaluations 	<ul style="list-style-type: none"> LIE, LLY, CWL, LTC

Program Brief: Organise co-curricular activities related to STEM

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To arrange co-curricular activities related to STEM 	<ul style="list-style-type: none"> Expose students to various joint-departmental STEM activities to equip them with knowledge and skills to solve daily life problems 	<ul style="list-style-type: none"> Positive feedbacks from students and teachers received in evaluations 	<ul style="list-style-type: none"> LIE, LLY, CWL, LTC

Working plan compiled by: Lie Chi Wai (Head)

Integrated Science

Program Brief: Reforming and refining the curriculum of Integrated Science in junior form

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To strength the linkage between junior form and senior form science subjects To enhance the learning outcome in science subjects 	<ul style="list-style-type: none"> Refine the current curriculum by reconstructing the learning topics with the agreement of panel chairperson of Physics, Chemistry and Biology Provide resources (e.g. video recording) for talent students in learning special topics / topics to be trimmed in the normal teaching schedule Time scale: throughout the whole school year 	<ul style="list-style-type: none"> Students acquired basic / required knowledge under the refined curriculum <ul style="list-style-type: none"> Evaluation method: performance in different assessments Acceptable portion of talented students enriched themselves from self-learning <ul style="list-style-type: none"> Evaluation method: the record of accessing the resources 	<ul style="list-style-type: none"> CCK

Program Brief: Implementation of practical examination in F.1 and F.2

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To enforce students' scientific skills To stress the importance of manipulating practical set-up in science learning 	<ul style="list-style-type: none"> Implement practical examination in both F.1 and F.2 Time scale: F.1 – first and second term examination F.2 – second term examination 	<ul style="list-style-type: none"> Majority of the students could show the basic skills learnt from lesson At least 80% of students were able to pass the practical examination 	<ul style="list-style-type: none"> CCK*, HCY, TPS, YYK, YWS, TKL, WKM

Program Brief: Encouraging students in conducting lesson preparation

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To build up a proper learning habit To motivate students to be self-directed learner To motivate students' learning 	<ul style="list-style-type: none"> Set different tasks for pre-lesson learning Raise challenging / interesting issues before teaching Time scale: throughout the whole school year 	<ul style="list-style-type: none"> Majority of the students could complete the pre-lesson tasks assigned at least 2 times in one term Evaluation method: performance in pre-lesson tasks 	<ul style="list-style-type: none"> CCK*, HCY, TPS, YYK, YWS

Program Brief: Widening students' horizon in learning science

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To motivate students in learning science To enrich students' knowledge in science To arouse students' interest in scientific inventions 	<ul style="list-style-type: none"> Join competitions / activities related to science / STEM Organise training to junior form students with potential in science Prepare students for joining STEM activities / competitions in the next academic year 	<ul style="list-style-type: none"> Students enrolled in at least one competition / STEM activity A team of talented students was formed in junior form Evaluation method: performance / participation in the activities 	<ul style="list-style-type: none"> CCK

Working plan compiled by: Chan Chun Kit Ben (Head)

Mathematics

Program Brief: Small group tutorial classes with weakest or slowest learners

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To raise the academic standard of weak students and prepare them to cope with the requirements of DSE 	<ul style="list-style-type: none"> Select target students based on past UT and exam results Equip students with basic concepts and techniques to handle section A1 questions in HKDSE Deliver simple practice questions to students and provide feedback and suggestions for improvement 	<ul style="list-style-type: none"> Target students showed improvement in test and exam results Students' showed confidence in handling the basic questions with enhanced motivation 	<ul style="list-style-type: none"> Senior form subject teachers

Working plan compiled by: Wong Yuk Lun, Chan Ka Wing (Heads)

Music

Program Brief: New programs for F.4 multiple exposure lessons

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To improve teaching effectiveness in F.4 multiple exposure lessons 	<ul style="list-style-type: none"> Arouse students' awareness and interest in different cultures and industries (e.g. music entertainment, magic performance, etc.) Invite external speakers of different expertise to share with students Time scale: throughout the whole year 	<ul style="list-style-type: none"> Fruitful and interactive interaction with the speakers observed Some students enlightened and able to find their future direction 	<ul style="list-style-type: none"> LSH

Program Brief: National anthem and national identity in music lessons

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To promote national education through the national anthem 	<ul style="list-style-type: none"> Arouse students' awareness of their national identity <ul style="list-style-type: none"> F.1: Proper attitude in singing the national anthem F.2: Composers' stories in composing the national anthem F.3: Law related to the national anthem in Hong Kong 	<ul style="list-style-type: none"> Students' national identity reinforced Students showed respect in the ceremonies in national flag raising ceremonies 	<ul style="list-style-type: none"> LSH

Working plan compiled by: Lee Suk Han (Head)

Physics

Program Brief: Developing positive attitude on doing experiment / scientific investigation

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria& Evaluation	Responsible Staff
<ul style="list-style-type: none"> To develop positive attitude on doing experiment or scientific investigation 	<ul style="list-style-type: none"> Design school-based assessment experiments for F.3 students Enforce F.3 students to complete the school-based assessment worksheet in class Time scale: throughout the whole year 	<ul style="list-style-type: none"> Over 90% F.3 students completed the school-based assessment worksheet in class Feedbacks were given to students on each experiment 	<ul style="list-style-type: none"> TPS

Program Brief: Subject collaboration with mathematics department

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria& Evaluation	Responsible Staff
<ul style="list-style-type: none"> To bridge F.2 mathematics knowledge on unit conversion with F.3 physics 	<ul style="list-style-type: none"> Physics teachers provide suggestions on designing handouts for F.2 mathematics students on unit conversion Physics teachers design 2 multiple-choice questions in F.2 Mathematics final examination for the concerned topic to fit the curriculum of F.3 Physics Time scale: second term 	<ul style="list-style-type: none"> Over 50% F.2 students answered the concerned question correctly in the final examination 	<ul style="list-style-type: none"> CFL

Working plan compiled by: Cheung Fook Lai (Head)

Physical Education

Program Brief: Implementation of junior form curriculum

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To help students apply sports knowledge in their daily life and make use of various training principles in daily training programs • To construct students' knowledge by linking the understandings in PE and other disciplines, to have further education and career development • To demonstrate appropriate etiquette and sportsmanship in physical activities and to develop positive values and attitudes towards life • To broaden students' exposure to new areas of sports & nurture their positive values under the whole-person education framework 	<ul style="list-style-type: none"> • Implement a new junior form curriculum, establish a self-study atmosphere • Develop students' good learning habits, routine time-management skill, e.g. submitting assignments on time • Add new topics in theory, revised and re-arrange most of the previous topics • Help students to learn in a more comprehensive, effective and systematic manner, and be able to grasp the most updated information and sports knowledge • Add new initiatives in skill lesson through the outsourcing of external services/coaches to introduce new and innovative sports events for students • Organise learning activities for junior form students via cooperation from senior form students, e.g. circuit training, sports competitions 	<ul style="list-style-type: none"> • Different new sports activities organised and successfully aroused students' learning motivation • The new curriculum suited students' ability and interest • On-going evaluation on effectiveness of the new curriculum conducted 	<ul style="list-style-type: none"> • All PE teachers & respective staff

Program Brief: Operation of Dr. Stephen Hui Sports Centre

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To upgrade our sports facilities to widen students' exposure to sports • To provide more advanced facilities and equipment for students' training and learning purpose • To develop students' physique and entire body development • To enrich students' knowledge in the aspect of physical fitness 	<ul style="list-style-type: none"> • Establish clear guidelines and regulation of using the new Sports Centre • Train teachers and relevant staff about the operation and management of new facilities and equipment • Arrange systematic lessons / training sessions for students e.g. user's workshop • Adopt a well-structured and systematic plan for maintenance work • Continue installing suitable equipment for teaching and training purpose 	<ul style="list-style-type: none"> • Clear regulations were implemented to guide the operation of the centre • Students were motivated to do exercises and training regularly • Enhanced teaching and learning effectiveness observed, especially for DSE-PE 	<ul style="list-style-type: none"> • HHK, WWS and other PE teachers & staff

Program Brief: Enrich students' exposure by the new rock-climbing wall

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To broaden students' exposure in sports climbing activities • To help students gain enjoyment and satisfaction through participating in sports climbing • To train students' physical fitness in term of strength and stamina • To cultivate students a sense of perseverance when facing difficulties 	<ul style="list-style-type: none"> • Preliminary feasibility study has commenced since Apr 2020 • It is estimated the wall will be completed and able to use in 2022-23 academic year • A series of training and safety precautions will be carried out before the opening of the climbing wall 	<ul style="list-style-type: none"> • Clear regulations were implemented to guide the operation of the wall • students were motivated to do exercises and training regularly • Students' exposure enriched by engaging in sports climbing and related mountaineering activities 	<ul style="list-style-type: none"> • LKL*, HHK, WWS with EMC

Program Brief: Flourish students' sports talents and create a vibrant PE atmosphere in school campus

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> • To extend students' talents and contributing their talents to community service • To enrich school vibe in PE • To introduce new ideas and experiences from external parties for broadening students' exposure for whole person development • To offer students chance to develop skills to handle difficulties and unfamiliar situations • To explore more opportunity by strengthening the connections with outside resources 	<ul style="list-style-type: none"> • Coordinate "Student Leadership Training" through School Sports Program of LCSD • Organise alumni / elite athletes' sharing in school functions • Organise local/oversea sports training for school team members • Arrange value-added course / workshop e.g. first aid, life-saving bronze and fitness room user's course etc. • Enrich students' understanding of various "University Admission Schemes" and related interview skills • Strengthen students' capabilities by outdoor challenging activities like hiking, AYP badge scheme and "Cycling Fund Raising" activity • Organise "Specific Sports Week" and inter-class competition e.g. rowing • Upgrade facilities by installing protective barrier on tennis court near highway and golf driving range etc. 	<ul style="list-style-type: none"> • All programs implemented according to planned schedule • Students were motivated to join the activities / program • Students' exposure enriched by engaging in structured activities • Students exposed to opportunities in serving the community with their talents 	<ul style="list-style-type: none"> • All members

Working plan compiled by: Ho Hon Kin, Wong Wing Sheung (Heads)

普通話

計劃簡述： 多方位推廣普通話

相關關注事項： 天行健，止於至善 不言倦，發展全面 言必行，信守使命 不適用

目的	策略 / 時間	成功準則及檢討方法	負責人
<ul style="list-style-type: none"> 在課堂以外進行普通話推廣 	<ul style="list-style-type: none"> 在語文軒進行普通話朗讀活動 鼓勵同學參與校外普通話朗誦比賽 或 爭取機會在學校週會推廣普通話 	<ul style="list-style-type: none"> 學生表現有改善 科會檢討 	<ul style="list-style-type: none"> 科主任及相關同事

計劃編製者: 羅健明 (科主任)

Technology and Living

Program Brief: STEM workshop on essential oil / soap bar

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To promote STEM elements in Technology & Living in daily life products To create occasions of valuable parent-child quality time between students and their parents 	<ul style="list-style-type: none"> Co-organise (with GEC and SHC) a workshop on essential oil or soap bar for students and parents 	<ul style="list-style-type: none"> Positive feedbacks from students and parents in evaluation Essential oil or soap bars were successfully made at the end of the workshop 	<ul style="list-style-type: none"> CPY, HHK

Program Brief: Creative cooking competition

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To create occasions of valuable parent-child quality time between students and their parents To enhance the co-operations between students and their parents 	<ul style="list-style-type: none"> Co-organise with SHC a cooking competition for students and their parents 	<ul style="list-style-type: none"> Positive feedbacks from students and parents in evaluation 	<ul style="list-style-type: none"> CPY, WMH

Working plan compiled by: Chu Po Yee (Head)

Visual Arts

Program Brief: Design thinking strategies in project learning

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To adopt design thinking strategies that focus on students as active and engaged learners 	<ul style="list-style-type: none"> Adopting design thinking strategies in projects Time scale: throughout the whole year 	<ul style="list-style-type: none"> Design thinking strategies adopted in projects as planned 	<ul style="list-style-type: none"> All members

Program Brief: Set up a Visual Arts talent pool

Related Major Concern: Pursuing Intellectual Excellence Advocating Holistic Development Fulfilling Unique Mission Others

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To support and facilitate the development of our talented VA students 	<ul style="list-style-type: none"> Set up a student Visual Arts talent pool, collect the information about individual expertise, skills and experiences or areas that students would like to explore. The information will be collected from students' portfolios or survey. Facilitate target students to participate in specific competitions, activities or scholarships, to provide diversified development for students with different VA talent areas. Time scale: throughout the whole year 	<ul style="list-style-type: none"> Conducted as planned 	<ul style="list-style-type: none"> All members

Working plan compiled by: Yip Shing Yan, Tse Siu Wah (Heads)

7. SUPPORT FOR STUDENTS WITH SPECIAL EDUCATIONAL NEEDS

A. Program Schedule:

Date	Event / Program / Work	Responsible Staff
Sept-Oct	Contact all parents of students with SEN to understand the specific needs of each student	ICC & AOY
Sept-Nov	Compile and distribute lists of students with SEN for teachers concerned and detailed profiles for form teachers	ICC & AOY
Sept, Jan & Jun	Apply for and provide special examination arrangements for students with SEN in HKDSE and internal examinations	ICC
Sept - Jul	Arrange students and parents in need to meet EP	ICC, EP
Oct - Jun	Arrange speech therapy for students in need, especially students with SLI and ASD	ICC
Oct - May	Arrange workshops for students who want to improve their social skills and emotion management skills, esp. students with ASD and ADHD	ICC & AOY
Oct - May	Arrange workshops and classes for students, esp. those with SpLD to improve their study skills and academic performance	ICC, social workers, EP
Nov	Update and confirm information of students with SEN in SEMIS	ICC
Nov - May	Provide CLP counseling to F.6 & F.3 students with SEN	Form Teachers & CLP
Feb	Meet parents of students with SEN on Parents' Day if necessary	ICC & EP
Jun	Complete individual reports of each student with SEN in Tier 2	ICC
July - Sept	Confirm the list of newly admitted students with SEN through the SEMIS	ICC

B. New Initiative:

Program Brief: Workshops and classes for students with SpLD

Objectives	Strategies / Time Scale	Success Criteria & Evaluation	Responsible Staff
<ul style="list-style-type: none"> To help students with SpLD to improve their study skills and academic performance 	<ul style="list-style-type: none"> Analyse the specific needs of each student with SpLD with EP and ST and explore ways to support them (Sept-Nov) Arrange workshops/classes for students with SpLD if necessary (Nov-May) Provide suggestions for teachers concerned if necessary (Nov-May) Review the effectiveness of the workshops/classes provided with EP, teachers, students and parents (Jan-July) 	<ul style="list-style-type: none"> Students developed a deeper understanding of the learning difficulties they are facing Students became more aware of ways to work through and work around these difficulties. (Interviews & Questionnaires) Students showed improvement in their academic performance. (QPI, API and exam results, etc.) 	<ul style="list-style-type: none"> ICC & AOY

8. LIFE PLANNING EDUCATION AND CAREER GUIDANCE SERVICE

The *JCTIC Career and Life Planning Program* addresses the interrelationships between family, work, community and environment. It is an organised, coordinated program from F.1- 6 that is effective and appropriate to the needs of our students and families. Our vision is: To enable our students to make well-informed, considered decisions and choices in all aspects of their lives and to develop behaviours and attitudes that contribute to the well-being and respect of self and others, now and in the future.

In order to achieve this:

- The school will assist students to make the most appropriate plans for their career and life choices through analyzing multiple life roles and responsibilities in family, work, and community settings and integrating those factors that impact on personal choice and career pathways.
- Students need to experience opportunities which are designed not only to raise their awareness of future choices but also heighten their expectations and aspirations. They develop the skills for personal planning and making decisions in the context of curriculum, learning and achievement which will prepare them for next stages in life.

Objectives	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
Provision of career planning & counseling to students	Provide career planning and career counseling service to students via the Career and Life Planning Committee (CLP) of 13 teachers and Form Teachers	A substantial number of students seek career advices and support	Teaching Staff salary component to provide career planning service to students
To organise F.6 JUPAS Day on 12/10/2021	Organise a workshop on alternative pathways for F.6 students and offer counseling for JUPAS (by CLP Committee)	Teacher's observation	Teaching Staff salary component to provide career planning service to students
To organise Individual Counselling on JUPAS Program Choice in Oct - Dec 2021	Provide career counseling service for JUPAS program choice to students (by CLP Committee)	Teacher's observation	Teaching Staff salary component to provide career planning service to students

Objectives	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
To organise Mock Release of HKDSE Results for F.6 students on 3/3/2022	A workshop for F.6 students, with prior arrangements made with subject teachers, to predict students' performance in HKDSE. Based on the predicted scores, advise students to develop their own strategies in response to the release of HKDSE results.	Evaluation survey	\$36,000 (LWL Grant)
To organise Mock Interview for F.6 students in May 2022 (TBC)	A mock interview for F.6 students featuring detailed instruction and interactive practice in interview skills.	Teacher's observation	Teaching Staff salary component to provide career planning service to students
To offer Careers Counseling for Release of HKDSE Results on 20/7/2022	A counseling session on HKDSE results for F.6 students.	Teacher's observation	Teaching Staff salary component to provide career planning service to students
To organise Careers Visit for F.5 students on 18/4/2022 or 25/4/2022	Work experience visits for F.5 students in which students visit work places such as shops, factories, offices, etc.	Evaluation survey	\$27,000 (LWL Grant)
To organise Interview Skills and Career Counseling Workshop for F.5 students in July 2022 (TBC)	A workshop for F.5 students featuring detailed instructions and interactive practices on interview skills.	Evaluation survey	\$24,000 (LWL Grant)

Objectives	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
To organise F.5 Parents' Night (Careers Planning) on 20/5/2022	A program for F.5 students and their parents on multiple pathways.	Teacher's observation	Teaching Staff salary component to provide career planning service to students
To provide Individual Counseling (Career Counseling Services) for F.5 students in Feb - Apr, 2022 (TBC)	A counseling session for F.5 students on understanding their career and life planning development organised by HKSKHWCL.	Evaluation survey	Nil
To organise Careers Visit (Career Counseling Services) for F.3-F.5 students in July 2022 (TBC)	A visit for F.3-F.5 students on understanding the job world, organised by HKSKHWCL.	Evaluation survey	Nil
To offer Employment, Careers, and Pathways Workshop for F.4 students on 22/1/2022	A workshop for F.4 students on the work experience program.	Evaluation survey	\$27,000 (LWL Grant)
To offer CV Writing and Job Application Skills Workshop for F.4 students in July 2022 (TBC)	A workshop for F.4 students on CV writing, developing a portfolio and job finding skills.	Evaluation survey	\$24,000 (LWL Grant)

Objectives	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
To organise Self-understanding Workshop (Career Counseling Services) for F.4 students (TBC)	A workshop for F.4 students on self-understanding organised by Hong Kong Sheng Kung Hui Welfare Council Limited (HKSKHWCL).	Evaluation survey	Nil
To organise CLP Education Programs/Workshops for F.3 students on 19/3/2022 or 26/3/2022	A workshop for F.3 students on the choice of F.4 streaming.	Evaluation survey	\$27,000 (CLPG Grant)
To conduct F.3 Parents' Night (on F.4 Streaming) on 1/4/2022	A program for F.3 students and their parents on F.4 subject selection.	Teacher's observation	Teaching Staff salary component to provide career planning service to students
To offer Individual Counseling on F.4 Subjects for F.3 students from 4/4/2022 to 9/6/2022	To provide career planning and career counseling service to students by F.3 Form Teachers.	Teacher's observation	Teaching Staff salary component to provide career planning service to students
To organise CLP Education Programs/Workshops for F.2 students on 29/4/2022, 6/5/2022, 13/5/2022 (TBC)	Two Friday assemblies (about 120 mins in total) for F.2 students on career education program/workshop.	Evaluation survey	\$32,000 (CLPG Grant)

Objectives	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
To organise Careers Video Show for F.2 students in Apr - Jun 2022 (TBC)	A video show for F.2 students on exploration of the job world.	Teacher's observation	Teaching Staff salary component to provide career planning service to students
To organise CLP Education Programs/Workshops for F.1 students on 13/5/2022, 20/5/2022, 27/5/2022 (TBC)	Two Friday assemblies (about 120 mins in total) for F.1 students on career education program/workshop.	Evaluation survey	\$32,000 (CLPG Grant)
To organise Careers Video Show for F.1 students in Apr - Jun 2022 (TBC)	A video show for F.1 students on exploration of the job world.	Teacher's observation	Teaching Staff salary component to provide career planning service to students

9. SUPPORTS FOR NON-CHINESE SPEAKING STUDENTS

規劃：

支援活動	目的	措施	時期	成功準則及檢討	負責人	預算
1. 小組學習	減少師生比例，提升相關學生的中文能力	安排非華語學生與中文能力稍弱的學生同組，每組 20 人	全學年	<ul style="list-style-type: none"> 提升學生學習中文動機及中文成績 每年評估及面談不少於兩次 	黃文堅老師 劉育善老師 韓幸彩老師	教師薪金： \$853,388 購買 歷屆試題： \$1,000
2. 抽離教學	讓非華語學生依據中文能力調適課程	安排非華語學生學習 GCSE / GCE 中文課程	全學年	<ul style="list-style-type: none"> 學生參與 GCSE/GCE 中文考試 每年評估及面談不少於兩次 		
3. 協作教學	減少師生比例，提升相關學生的中文能力	調配老師與科任老師於說話教學上協作，加強對學生指導	全學年	<ul style="list-style-type: none"> 提升學生說話及寫作能力 每年評估及面談不少於兩次 		

支援活動	目的	措施	時期	成功準則及檢討	負責人	預算
4. 課後支援	讓非華語學生有更多學習中文機會	安排非華語學生參加課後支援課程，每周1節，每節1小時	全學年	<ul style="list-style-type: none"> 提升學生學習中文動機及中文成績 每年評估及面談不少於兩次 		
5. 文化活動	讓非華語學生增進對中國文化的認識，提升學習中文的興趣	安排非華語學生參加中文學會辦的文化活動	待定	<ul style="list-style-type: none"> 提升學生學習中文動機及中文成績 每年評估及面談不少於兩次 		
					總預算:	\$854,388

10. SCHOOL-BASED AFTER-SCHOOL LEARNING AND SUPPORT PROGRAMS

A. Introduction

The focus of the program is to provide more assistance and opportunities to the disadvantaged students to improve their learning effectiveness, broaden their learning experiences outside classroom and raise their understanding of the community and sense of belonging.

B. Information on activities to be subsidized/complemented by the grant

Name of activity	Nature of the activity	Success criteria	Method(s) of evaluation	Period/Date activity to be held	Estimated no. of grant beneficiaries #	Estimated fee/ student (\$)
Aesthetic development activity	Training course / visit	Students' aesthetic abilities have improved	Questionnaire (students and parents)	Oct -Jun 2022	10	2,000
Physical development activity	Training course	Students' sports skills have improved	Questionnaire (students and parents)	Oct -Jun 2022	10	2,000
Study tour outside HKSAR	Study tour	Students' learning experience and field of view have been broadened and their self-discipline and self-confident have been enhanced	Questionnaire (students and parents)	9-13 Apr 2022	20	10,000

Note:

Grant beneficiaries – referring to target students in receipt of CSSA/SFAA full grant and disadvantaged students identified by the school

The amount of the subsidy depends on the actual cost of the activity, the length of the activity and the balance of the fund

11. PLAN ON SISTER SCHOOL EXCHANGES

Name and Content of the Exchange Activity	Intended Objective(s)	Monitoring/Evaluation	Estimated Expenditure
<p><u>Duan Zhou Middle School Academic and Cultural Visit Trip</u></p> <ul style="list-style-type: none"> • Around 30 students and 3 teachers from our school will join a 4-Day-3-Night Visit Trip to Duan Zhou after the second term exam Time scale: July 2022 (TBC) • Students will have academic exchange with their mainland counterparts and gain cultural experience on the mainland 	<ul style="list-style-type: none"> • Develop students' understanding of domestic learning culture on the mainland • Foster the relationship between the two schools 	<ul style="list-style-type: none"> • Evaluation questionnaires for students and teachers of both schools • Students' sharing during morning assembly 	<ul style="list-style-type: none"> • Students' trip fee: \$3,000 x 30 = \$90,000 (including catering and transportation) • Teachers' trip fee: \$3,000 x 3 = \$9,000 (including catering and transportation) • Total expense: \$99,000
<p><u>Online Exchange Archive</u></p> <ul style="list-style-type: none"> • Develop an online exchange archive (photos or written work) of elite students' assignments from both schools • Time scale: second term 	<ul style="list-style-type: none"> • Facilitate and provide a platform for online-exchange exchange, communication and interflow among students and teachers of both schools 	<ul style="list-style-type: none"> • Satisfactory hit rate of the archive by students and teachers of both schools 	<ul style="list-style-type: none"> • Expenditures for buying and maintaining a software program between the two school: = \$2,000
			<p>Total estimated expenditure: \$101,000</p>

12. PLAN ON USING THE CAPACITY ENHANCEMENT GRANT

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in-charge
Enhancing teacher's teaching qualities	<ul style="list-style-type: none"> • Create more space for teachers to enhance their teaching quality • Provide teaching support for subject panels (Eng. Lang., Chi. Lang., Math., Geog., C.S. & PE) • Promote moral and national education • Enhance students' language proficiency 	<ul style="list-style-type: none"> • Together with other share of grants from EDB such as SSCSG, CLPG & TRG to employ 8 teachers to share teachers' teaching load, administration work and other school affairs 	<ul style="list-style-type: none"> • Teachers' teaching and non-teaching workload will be reduced • Teachers may spare more time in planning and preparing for their teaching • Provision of after school academic and OLE programs for students • Provide pastoral care to students 	From Sep 2020 onward for one school year	Part of the Remuneration package for one year: <u>Salaries + MPF</u> = \$642,934	<ul style="list-style-type: none"> • Formal class teaching of Chi Lang, Eng. Lang., Math, Geog., C.S. & PE were conducted • Supports in organizing school functions were provided 	<ul style="list-style-type: none"> • Feedback from staff • Observation 	LWT
					Total: <u>\$ 642,934</u>			

The plan had been discussed and finalized in the 1st Staff Meeting of 2021 on 1 September 2021.

13. PLAN ON USING THE DIVERSITY LEARNING GRANT

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Gifted Education	Elite Advancement Scheme (EAS)	<ul style="list-style-type: none"> To foster a very positive learning atmosphere amongst higher achievers in F.4 & F.5 To update the higher achievers the most recent criteria for university admission 	Top 20 high flyers in F.4, and top 20 high flyers in F.5	A half-day program in the second term	<ul style="list-style-type: none"> More than 85% of the selected students joined the scheme More than 80% of the students found that they obtained more knowledge about the university, including its entrance requirements, helping them better plan their careers & further studies 	CCY	School-University joint venture <u>\$4,000</u>

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Gifted Education	CUHK Summer Institute	<ul style="list-style-type: none"> Students can gain insight into adapting to the university learning environment To engage students in academic and cultural exchange with students of different backgrounds To explore different subject areas through short courses 	Top 5 high achievers in F.5	11-day program (online / face to face) in the summer holiday	Certificates, prizes, awards, medals, etc.	CCW	Program Fee $\$5,800 \times 5 \times 50\%$ = <u>$\\$14,500$</u> (Students have to bear at least half of the cost)
Gifted Education	CUHK Science Academy for Young Talent (Autumn Course)	<ul style="list-style-type: none"> To nurture scientifically talented students with rigorously and systematically developed enrichment courses 	<ul style="list-style-type: none"> 3 students from F.4 – 6 Top 20% students in the reference subjects (e.g. MATH / PHY / CHEM / BIO) 	4-6 lessons Nov to Dec 2021	Certificates	CCW	Subsidy for each student = <u>$\\$1,000$</u> $\$1,000 \times 3$ = <u>$\\$3,000$</u>

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Gifted Education	HKUST Dual Program	Students can devote part of their time at HKUST studying subjects of their interest at an accelerated pace and earn university credits.	<ul style="list-style-type: none"> • 5 students from F.4 - 6 • Top 20% students in the reference subjects (e.g. MATH / PHY / CHEM / BIO) 	Oct - Mar 2022 (Once a week)	Certificates, prizes, awards, medals, etc.	CCW, HML	Subsidy for each student = <u>\$1,000</u> $\$1,000 \times 5$ = <u>\$5,000</u>
Gifted Education	Off-site pull-out gifted education programs/ competitions (e.g. programs/ competitions organised by HKAGE, tertiary institutes, etc.)	<ul style="list-style-type: none"> • To stretch the performances of students with varied abilities and talents • To cope with the diverse learning needs of students with varied abilities and talents • To improve students' academic achievements 	<ul style="list-style-type: none"> • 40 students from F.4 - 6 • subject/ committee selection 	Varied	Certificates, prizes, awards, medals, etc.	CCW, LSM, HML, MCK	<ul style="list-style-type: none"> • handouts • worksheets • exercises • equipment • entrance fee subsidies • course fee subsidies <u>\$6,000</u>

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Mathematics	Mathematical Olympiad training for senior form students	<ul style="list-style-type: none"> To arouse students' interest in mathematics To improve students' IQ, logical thinking, reasoning, analytical and problem-solving abilities 	10 – 20 students from F.4 and F.5 nominated by subject teachers	10 lessons from Oct to Apr 2021 (2 lessons per month)	<ul style="list-style-type: none"> Students enrolled in external competition 80% of the students find that they obtain more knowledge about Olympic mathematics 	WMY	\$750 x 8 lessons = <u>\$6,000</u>
Physical Education	Enriched Activities for PE elective	To provide a variety of activities for students apart from traditional DSE-PE sports items in the examination syllabus	<ul style="list-style-type: none"> 110 F.4 – 6 PE elective students 	Throughout the whole year	Students attended enrich activities: e.g. <ol style="list-style-type: none"> Bowling Fencing Muay Thai Rowing Sports climbing Karting BMX Body building Guided Tour (facility management) First Aid course for F.4 - 5 Fitness User workshop for F.4 - 5 	HHK, WWS, CCY	item 1- 9: Subsidy for each student = \$200 \$200 x 110 = <u>\$22,000</u> item 10: \$360 x 40 x 50% = <u>\$7,200</u> item 11: \$2,500 x 2 classes = <u>\$5,000</u> Total budget = <u>\$34,200</u>

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Physical Education	Elite athlete program	To organise tutorials for the elite athletes to enhance their academic performance	<ul style="list-style-type: none"> 30 elite athlete students of all levels 	Oct 2021 to May 2022	Attend tutorial classes (1.5 - 2 hours per week)	HHK WWS	\$140 x 30 x 8 hours = <u>\$33,600</u>
Physical Education	Annual PE training camp	PE Camp is one of the core training items for all PE senior form elective students. They will learn practical skills through examination and certification, at the same time their collaboration skills, team spirit and other key learning areas can also be enhanced.	<ul style="list-style-type: none"> 50 F.5 elective PE students 	4 days 3 nights in Apr to May 2022	Attend: <ul style="list-style-type: none"> Canoe training Windsurfing training Hiking Complete: <ul style="list-style-type: none"> PE Camp log book 	HHK, LKL, WWS, CCY CHK	Camp fee: = <u>\$3,500</u> Training courses: \$510 x50 = <u>\$25,500</u> Total = <u>\$29,000</u>

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Visual Arts	Artists-in-school program	<ul style="list-style-type: none"> To broaden students' perspective in different art / design domains To let students, communicate and interact with artists and designers directly 	<ul style="list-style-type: none"> 90 students nominated by VA teachers with specific criteria 	Around 6 workshops throughout the year	<ul style="list-style-type: none"> Students' artworks Students' reflection 	YSY LWY TSW LSY	Workshop fee for Artists-in-school program <u>\$36,000</u>
Visual Arts	Art Camp (Pre-camp + 3-Day, 2-Night Camp + Post-camp)	<ul style="list-style-type: none"> To give F.4 – 5 VA elective students a taste of contemporary art creation through <ul style="list-style-type: none"> a series of sharing sessions talks practical workshops during which students meet Hong Kong artists and designers 	<ul style="list-style-type: none"> 35 F.4 VA elective students 	3-day+2-night in Mar/Apr 2022	<ul style="list-style-type: none"> Art camp log book Students' artworks 	YSY LWY	Camp fee: \$235 (max) x 35 = <u>\$8,225</u> Activity room and facilities rental: \$6,500 x 0.5 = <u>\$3,250</u> Artists fee: <u>\$35,000</u> Transportation fee: <u>\$1,200</u> Materials: <u>\$3,000</u> Total: <u>\$50,675</u>

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Visual Arts	Art and Design Tours in University	<ul style="list-style-type: none"> To foster a positive learning atmosphere and plan for their future paths in the arts and design field To update the high achievers with the most recent criteria for university admission 	<ul style="list-style-type: none"> 90 F.4 - 6 VA elective students nominated by VA teachers with specific criteria 	A half-day program (2 tours)	<ul style="list-style-type: none"> Students' reflection 	YSY TSW	Transportation and speakers' fees: <u>\$4,000</u>
Visual Arts	Art Basel (International Art Week in HK)	<ul style="list-style-type: none"> To broaden students' perspective in modern and contemporary art To promote insights through worldwide young and talented artists and to understand the artists' careers and creation in particular themes 	<ul style="list-style-type: none"> 60 F.4 - 5 VA elective students 	Exhibition in Mar 2022	<ul style="list-style-type: none"> Students' reflection 	YSY LWY TSW LSY	Registration fee and guided tour: $\$220 \times 60 = \underline{\$13,200}$ Transportation = <u>\$1,200</u> Total = <u>\$14,400</u>

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
History and Physical Education	Enriched activities for History and PE elective Visit Hong Kong Golf Club in Fanling	<ul style="list-style-type: none"> To enrich students' learning experience through different outings To construct students' knowledge by linking the understandings in PE and other disciplines 	<ul style="list-style-type: none"> 40 students from F.4 - 6 History and PE elective 	Throughout the whole year	Students' attendance and reflection	MKH WWS	T&L materials and coach: <u>\$2,000</u>
Music	In-school program for HKDSE Music (2021-2024)	<ul style="list-style-type: none"> To support and prepare two elite music students in their HKDSE music exam 	<ul style="list-style-type: none"> Two F.4 students 	The whole course lasts for 3 academic years (21-22, 22-23 and 23-24)	<ul style="list-style-type: none"> Progress to be overseen by the music teacher Satisfactory HKSDE results 	LSH	\$13,000 x 2 = <u>\$26,000</u>
						Total:	\$268,375

Fund available for use:	\$
Balance b/d	225,914
Income: 2021-22 EDB Provisions	<u>105,000</u>
	<u>330,914</u>

Other Languages (OL)

Domain	Program	Objective(s)	Targets	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Other Language *	NSS - Other languages program organised by Pui Ching Academy	To prepare for DSE (Category C: Other Language Subjects – Japanese Language)	1 F.6 student	Mid July – late Sept 2021	Attend lessons	LUN	\$3,900

* The amount will be reimbursed by EDB.

14. PLAN ON USING THE COMPOSITE I.T. GRANT

1. **Technical Support Service & I.T. Support Service:**

Two TSS staff and one I.T. Support Officer are recruited to provide technical support services and other I.T. support to all teaching and non-teaching staff, students and parents.

2. **Internet & Wi-Fi Subscription Service:**

Two 1Gbps fibre Internet connections have been established to connect the whole school wired and wireless network to the Internet separately. A whole school wireless network with 100 Access Points is operating in subscription service mode. Network security services, including email filtering, firewall control and network monitoring, are hired to protect the school network from hackers' attacks.

3. **I.T. Related Consumables:**

Toners, ink, removable media, paper, projector bulbs, filters, mouse, keyboards, etc. are purchased to provide IT related services to all students and teachers.

4. **Maintenance Services:**

Maintenance services are hired to maintain a reasonable uptime for all I.T. equipment and services.

5. **Renewal of I.T. related equipment:**

Annual replacement of computers, projectors, mobile devices etc. to maintain an up to standard I.T. service level.

6. **Purchase of digital resources**

Purchase of digital resource materials for learning and teaching, including annual subscription/renewal fees for licenses & software, and other charges for on-line learning resources.

7. Proposed Budget:

Expenditure:

Item	Proposed Budget (\$)
Technical support services & I.T. support	479,854
Internet & Wi-Fi subscription services	111,500
I.T. related consumables	12,500
Maintenance services	150,300
Renewal of I.T. related equipment	458,500
Purchase of digital resources	80,792
Total	1,293,446

Income: 2021-22 EDB provisions

Item	Proposed Budget (\$)
CITG	555,900
Total	555,900

The deficit will be covered by other government fundings (e.g. OEBG, CFEG, etc.) and partly by a contribution from the dormitory for the provision of internet and Wi-Fi access in the dormitory areas.

15. PLAN ON USING THE PROMOTION OF READING GRANT

The major objective for Promotion of Reading: Creating a pleasant and enjoyable reading culture at school

Item	Details	Estimated Expenses (\$)
1	Purchase of Printed Books and E-books <ul style="list-style-type: none"> • Printed books and e-books <ul style="list-style-type: none"> ○ regular printed books and e-books purchases ○ purchase of books recommended by F.5 students (Legacy of Reading Program) 	 20,384 20,000
2	Reading Activities <ul style="list-style-type: none"> • Reading workshops • Book sharing activities by teachers • Subsidizing student representatives' transportation fee to participate in Reading Forum • Souvenirs designed by the prize winners of reading activities • HK Book Fair Visit • Author's Talk • F.5 Legacy of Reading- Eslite bookstore visit transportation fee 	 60,000 1,200 1,200 7,000 2,000 6,000 4,500
3	Reading Award Scheme	4,000
4	"Read to Breathe" Reading Program	4,000
Total		130,284

16. PLAN ON THE ONE-OFF GRANT FOR SUPPORTING THE IMPLEMENTATION OF THE SENIOR SECONDARY SUBJECT CITIZENSHIP AND SOCIAL DEVELOPMENT (2021-2022)

In Charge	Program	Objective(s)	Target Students (level and estimated no. of participants)	Duration/ Start Date	Brief Description of the Monitoring / Evaluation Mechanism	Teacher i/c	Estimated expenses \$ (detailed breakdown)
CS Panel	Procuring relevant learning and teaching resources	<ul style="list-style-type: none"> Enhance learning and teaching effectiveness 	F.4 (approximately 150 students)	1 year	<ul style="list-style-type: none"> Teachers' observation Students' feedback 	CYH	Reference books (\$1,000) + e-learning resources (\$4,000) = \$5,000
CS Panel	School-based learning activities relating to the CS curriculum	<ul style="list-style-type: none"> Enhance students' interest in the subject content Increase students' exposure and their understanding of social issues relating to the CS curriculum 	F.4 (approximately 150 students) in 2021-2022	1 year	<ul style="list-style-type: none"> Teachers' observation Students' feedback in evaluation survey 	CYH	150 students x \$300 = \$45,000
						Total:	\$50,000

Fund available for use:

Grant for 3 years from 2021-2022 to 2023-2024

\$300,000

17. PLAN ON USING THE SCHOOL EXECUTIVE OFFICER GRANT

Objectives:

1. Strengthen school administrative support
2. Streamline administrative procedures
3. Reduce the administrative work of teachers and Principals so as to create room for them to focus more on education tasks and to take care of student development
4. Strengthen the financial control and accounting support of the school by means of segregation of duties

Strategies:

By using the grant:

1. To employ a full-time graduate Executive Officer to handle administrative and clerical work to fulfil the above objectives
2. To employ an Estate Management Clerk to handle administrative and clerical work related to fulfil some of the above objectives

Major Duties:

1. Executive Officer
 - Assist in handling of routine school administrative matters
 - Handle administrative duties related to Home-school Relations.
 - Assist the internal control mechanism for personal management
 - Assist in the lesson substitution arrangement
 - Assist in keeping of student records
 - Drafting minutes for staff meetings
2. Estate Management Clerk
 - Assist in the carrying out general school administrative matters
 - Assist in the administration and monitoring of repair, maintenance and construction work
 - Assist in the management of security matters
 - Provide general clerical support

18. PLAN ON USING THE LIFE-WIDE LEARNING GRANT

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)					
				Level	Estimated Number of Participants			I	M	P	S	C	
Category 1	To organise / participate in life-wide learning activities												
1.1	Local Activities: To organise life-wide learning activities in different KLA / 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	Outing - transportation costs: To widen the horizon of students	BAFS	Second term	F.4 - 5 BAFS students	40	Attendance and post-visit evaluation	\$2,000	✓					
2	Field Studies Course for SS Biology 2021-2022 at Caritas Chan Chun Ha Field Studies Centre: To equip students with scientific investigation skills through field studies in the habitat of freshwater stream	Biology	30 - 31 May 2022	F.5 Biology students	43	Group Presentation and Laboratory Report	\$4,697	✓					
3	Visiting the mangrove at Mai Po Nature Reserve: To observe and study the mangrove habitat	Biology	24, 25 Jan 2022	F.5 Biology students	41	Attendance	\$4,000	✓					
4	Visiting the Hoi Ha Marine Life Centre: To observe and study the rocky shore habitat	Biology	13, 20 May 2022	F.4 Biology students	45	Attendance	\$6,700	✓					
5	F.1 Co-curricular Activities: - To enhance students' interest in the subject content through participating in related outing activities - To increase students' exposure and their understanding about social issues	CS	Nov 2021	All F.1 students	158	Post-activity Questionnaire Survey	\$13,000	✓					

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)					
				Level	Estimated Number of Participants			I	M	P	S	C	
6	F.2 Co-curricular Activities: - To enhance students' interest in the subject content through participating in related outing activities - To increase students' exposure and their understanding about social issues	CS	TBC	All F.2 students	146	Post-activity Questionnaire Survey	\$13,000	✓					
7	F.3 Co-curricular Activities: - To enhance students' interest in the subject content through participating in related outing activities - To increase students' exposure and their understanding about social issues	CS	Nov 2021 or Jan 2022	All F.3 students	138	Post-activity Evaluation	\$28,250	✓					
8	F.4 Co-curricular Activity: - To enhance students' interest in the subject content through participating in related outing activities - To increase students' exposure and their understanding about social issues	CS	TBC	All F.4 students	141	Post-activity Evaluation	\$21,000	✓					
9	F.5 Co-curricular Activity: - To enhance students' interest in the subject content through participating in related outing activities - To increase students' exposure and their understanding about social issues	CS	Nov 2021	All F.5 students	123	Post-activity Evaluation	\$23,000	✓					
10	2-3 whole-day trainings (theory and practicum): Use compass, read terrain/coordinates, understand basic hiking equipment and how to send out a distress signal; to consolidate map reading skills and apply in reality	Geography	Dec 2021	F.4 - 5 students	30	Attendance, Mountain Craft training exam	\$12,600	✓					

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)					
				Level	Estimated Number of Participants			I	M	P	S	C	
11	Exploring the Urban Ant Diversity: To understand Hong Kong's biodiversity and achieve subject learning and environmental education; to enhance students' interest in the subject content	Geography	July 2022 (Post exam period)	F.1 - 3 students	30	Attendance, group-based tasks	\$3,000	✓					
12	Outings: Help enrich students' understanding of the historical development of Hong Kong through enriched activities outside school	History	May 2022	F.1 - 5	160	Attendance, questionnaire, completion of worksheet	\$3,000	✓					
13	Micro:bit 模型氣墊船比賽 2021-2022 Program 3: To promote STEM@體藝 education through project learning and external competition. Application of programming knowledge Foster the creativity of the students	ICT	Second term	F.1 - 3 students	30	Competition results, attendance	\$18,500	✓					
14	STEM@體藝 Week Materials for the Science Activity Booths: To promote STEM@體藝	IS	7 - 11 Mar 2022	whole school	817	Participation rate	\$5,000	✓					
15	Multiple Exposure Lessons: Extend students' horizons	Multiple Exposure	Sep 2021 – Jun 2022	F.4 students	141	Teachers feedback	\$48,920			✓			
16	School Team (category A) coaching fee: To conduct sport team's training	PE	1 Sep 2021 - 31 Aug 2022	F.1 - 6 students	500	Attendance, coaching evaluation	\$602,500			✓			
17	Experiential activities for F.1 to F.3 PE major students: To introduce new sports items and nurture students' life wide learning pursuits	PE	1 Sep 2021 - 31 May 2022	F.1 - 3 PE major students	297	Attendance and feedback from students	\$52,800			✓			

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
				Level	Estimated Number of Participants			I	M	P	S	C
18	Workshops on Injury Prevention: To arrange workshops conducted by sports trainers on injury prevention that incorporate different strategies to enhance their performance and promote self-protection awareness among students	PE	Oct - Dec 2021	School team members	300	Attendance, questionnaire	\$22,000			✓		
19	Artist / Designer Talk for F.1 - 3 VA Minor students (Double lessons): To broaden students' perspective in different art / design domains	VA	Oct 2021 – Jun 2022	F.1 - 3 students (VA minor)	300	Attendance	\$2,100			✓		
20	Artist / Designer Talk for F.1 - 3 VA Major students (Triple lessons): To broaden students' perspective in different art / design domains	VA	Oct 2021 – Jun 2022	F.1 - 3 students (VA major)	150	Attendance	\$3,150			✓		
21	Art / Design Exhibition Visit: To broaden students' perspective in different art / design domains	VA	Oct 2021 – July 2022	F.1 - 3 students (VA major)	150	Attendance	\$7,200			✓		
22	Art Day: - Learning art with fun - Experience arts outside the classroom - To learn and interact with local artists	VA	Oct 2021 – Apr 2022	F.1 - 2 students (VA major)	100	Attendance Students' reflection	\$40,000			✓		
23	F.4 Art Camp (3-day-2-night): - Provide a unique experience and venue for students learning arts - To learn, share and interact with local artists	VA	Feb - Mar 2022	F.4 students	35	Art camp log book & students' creations	\$5,100			✓		

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
				Level	Estimated Number of Participants			I	M	P	S	C
24	Art Workshops in Open Project: To broaden students' perspective in hands on experience of technical processes in interaction with local artists	VA	Oct 2021 – Jun 2022	F.1 - 3 students	150	- Attendance - Students' creations	\$28,800			✓		
25	After-school Talent Program: Offers students the opportunity to immerse themselves in a range of highly specialised studio disciplines during regular workshops conducted by professional artists	VA	Sept 2021 – Jun 2022	F.1- 3 students (VA Major)	120	- Attendance - Students' creations - Exhibition	\$139,400			✓		
26	Hong Kong Flower Show - Jockey Club Student Drawing Competition: Students representing the school to join the competition	VA	Mar 2022	F.1 - 5 students	12	Attendance	\$1,200			✓		
27	Art Leaders Training Day: Offer leadership training to VA leaders	VA	Nov 2021	F.3 - 4 students	20	Attendance	\$2,500			✓		
28	Art Basel (International Art Week in HK): To broaden students' perspective in modern and contemporary art	VA	Mar 2022	F.4 - 5 VA elective students	60	Attendance	\$880			✓		
29	Careers Visit (for F.5 students): Work experience visits for F.5 students of which students visit work places such as shops, factories, offices	CLP	Feb - Apr 2022	All F.5 students	123	Questionnaire	\$27,000					✓
30	Employment, Careers and Pathways Workshop (for F.4): A workshop for F.4 students on the work experience program	CLP	Jan - Mar 2022	All F.4 students	141	Questionnaire	\$27,000					✓
31	Interview Skills and Career Counseling Workshop (for F.5): A workshop for F.5 students featuring detailed instructions and interactive practices on interview skills	CLP	July 2022	All F.5 students	123	Questionnaire	\$24,000					✓

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)					
				Level	Estimated Number of Participants			I	M	P	S	C	
32	CV Writing and Job Application Skills Workshop (for F.4): A workshop for F.4 students on CV writing, developing a portfolio and job finding skills	CLP	July 2022	All F.4 students	141	Questionnaire	\$24,000						✓
33	Mock Release of HKDSE Results (for F.6): A workshop session for F.6 students, with prior arrangements made with subject teachers to predict students' performance in HKDSE. Based on the predicted scores, students are advised to develop their own strategies in response to the release of HKDSE results	CLP	Mar 2022	All F.6 students	111	Questionnaire	\$36,000						✓
34	Prefect Training Camp: For building up friendship, team spirit and leadership	DC	Second term	F.2 - 5 prefects	60	Feedback from prefects	\$49,000			✓			
35	Prefect Training Day Camp: Orientation program for new prefects	DC	First term	F.2 - 5 prefects	60	Attendance, Feedback from Prefects	\$39,500			✓			
36	Tour bus for prefect camp: For travelling between the school and the campsite	DC	Second term	F.2 - 5 students	60	Attendance	\$5,000			✓			
37	DC training workshop for Prefect: For training up prefects to perform duties effectively	DC	All year round	F.2 - 5 students	60	Attendance	\$5,000			✓			
38	Training and debriefing workshop for "Enhanced Smart Teen Project" participants: To prepare and equip participants before the camp and to consolidate what they have learnt after the camp	DC	All year round	F.2 - 3 students	40	Attendance, Feedback from students, teachers and parents	\$5,000			✓			

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)					
				Level	Estimated Number of Participants			I	M	P	S	C	
39	local and/or non-local awards and/or competitions: To subsidize students' participation in local and/or non-local awards and/or competitions by covering the expenses incurred for registration, transportation, accommodation, and procuring materials for the awards and/or competitions	GEC	All year round	whole school	817	Awards, competitions outcome	\$4,000	✓					
40	Off-site pull-out gifted education programs/ competitions (e.g. programs/ competitions organised by HKAGE, tertiary institutes, etc.): To stretch the performances of students with varied abilities and talents and cope with the diverse learning needs of students with varied abilities and talents	GEC	Throughout the academic year	F.1 - 5 students	30	Attendance / Certificate / Assessment carried by the organization	\$4,500	✓					
41	Training Camp for PCS (2-day-1-night): 1. Leadership, organization, communication and collaboration skills training for Peer Counselors 2. Team building	GSS	Oct 2021	F.3 - 5 students	30	Evaluation questionnaires	\$8,400		✓				
42	PCS Cup: 1. Team building for F.1 students and PCS 2. Develop students' sense of belonging to the school	GSS	Nov - Dec 2021	All F.1 students and PCS	188	Feedback from teachers and students	\$500		✓				
43	PCS - F.1 Activities/Outings: 1. Team building for F.1 students and PCS 2. Develop students' sense of belonging to the school	GSS	Mar - Apr 2022	All F.1 students and PCS	188	Questionnaires and/or Feedback from teachers and students	\$15,300		✓				
44	PCS - F.1 Gatherings: 1. Team building for F.1 students and PCS 2. Develop students' sense of belonging to school	GSS	Jan - Feb 2022	All F.1 students and PCS	188	Feedback from teachers and students	\$2,000		✓				

No.	Brief Description and Objective of the Activity	Domain* <small>(Please refer to the remark for examples of domain)</small>	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences <small>(Please put a ✓ in the appropriate box(es); more than one option can be selected)</small>					
				Level	Estimated Number of Participants			I	M	P	S	C	
45	PCS Training Fees / Fees for TWGHs: To cover fees for training PCS	GSS	All year round	F.3 - 5 students	30	Evaluation questionnaires	\$2,000		✓				
46	Board decoration/publicity: To promote PCS	GSS	All year round	All students	817	Feedback from teachers and students	\$1,000		✓				
47	Summer Leadership Training Camp (3-day-2-night): Enhancing the leadership qualities and skills of student leaders	OSC	July 2022	F.2 - 5 students	50	Attendance, Post-activity evaluation	\$34,500	✓					
48	龍舟訓練計劃: 1. 擴闊學生視野 2. 籌組體藝龍舟隊參加學界賽 3. 中四 ME 堂延伸學習	SEC	Apr - July 2022	F.1 - 5 (mainly F.4)	20	Attendance and feedback from students	\$3,700			✓			
49	Public Speech Contest: Train up students' confidence and speech skill	SEC	Jan - Apr 2022	F.1 - 5	40	Attendance	\$2,000	✓					
50	Ti-I Service Team - Service Learning: Develop students' confidence and empathy	SEC	Feb 2022	Service team members	30	Attendance	\$2,400					✓	
51	Outward Bound Training: Leadership Training	SEC	Mar or Apr 2022	F.4 - 5	6	Attendance	\$24,000			✓			

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)					
				Level	Estimated Number of Participants			I	M	P	S	C	
52	中二級「全人領袖」培訓: 通過特別設計的遊戲活動，讓同學明白每個人都可以成為領袖，那是「選擇」、「學習」和「堅持」的課題。讓學生於中學階段（特別在初中階段）開始建立清晰而穩固的領袖概念，為自己的人生創造更佳的结果。	SEC	Feb - Mar 2022	F.2	150	Questionnaire	\$20,000						✓
53	Adventure-based training day camp: Leadership training	SEC & OSC	Jan/Feb 2022	Student leaders	45	Attendance, observation of students responses and feedback in debriefing	\$13,500			✓			
54	Adventure-based summer training camp: To help student leaders (next academic year) gain exposure in settings outside the school and to nurture their leadership qualities through adventure-based training activities	SEC & OSC	2022 summer - July or Aug 2022	F.3 - 5	45	Attendance , debriefing from students	\$49,500			✓			
55	Leadership Training Workshop (2 full days): To enhance the leadership qualities of student leaders in areas including pro-activeness, self-confidence and communication skills, etc.	SEC & OSC	Sept and Oct 2021	F.3 - 5	45	Attendance , evaluation result from the service provider	\$18,000			✓			
56	Outdoor obstacles training and team building day camp: For resilience and endurance training, team building	SGC	Second term	F.4 - 5 students	30	Attendance, students' discipline and performance, questionnaire	\$10,650			✓			

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
				Level	Estimated Number of Participants			I	M	P	S	C
57	Christmas Open House 2021 - Workshops with NGOs and schools: To encourage students to have concern for our society through social services.	Communi- arties	Sep – Dec 2021	F.1 - 5 students	30	Attendance	\$4,000				✓	
58	Regular Training program: Training	Dance Team	Sep 2021 – May 2022	F.1 - 5	25	Attendance	\$12,500			✓		
59	Inter-school Dance Competition: Competition	Dance Team	Feb 2022	Dance Team members	25	Result & Attendance	\$15,950			✓		
60	Training Day Camp - T-shirt: Raising team spirits	Dance Team	Mar or Apr 2022	Team members	25	Attendance, questionnaire	\$0			✓		
61	Visits or English activities outside school campus: Visiting and learning	English Society	Second term	English Society committee members	30	Attendance	\$6,100	✓				
62	Regular Training: - To enhance students' Korfball skills and fitness level - To build team bonding among team members - To develop sense of belonging to the school	Korfball	Sep 2021 – Jun 2022	Korfball team members	30	Attendance, training performance, competition performance	\$12,000			✓		
63	Mathematical Olympiad Course: To arouse students' participation and interest in mathematics, improve students' IQ, logical thinking, reasoning, analytical ability and problem-solving ability	Math Society	Oct 2021 – May 2022	F.1 - 3	8 - 20	Attendance, internal and external competitions	\$4,500	✓				

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
				Level	Estimated Number of Participants			I	M	P	S	C
64	School Music Festival Membership Fee: For English Speech Festival, Chinese Speech Festival and Music Festival	Music Club	Mar 2022	Whole School	817	1. Attendance 2. Certificate	\$500			✓		
65	School Choir Competition e.g. HKSMF: Competition application fee	Music Club	Mar 2022	Whole school	817	Attendance	\$700			✓		
66	Competition application fee for Chinese Drum Class (e.g. Hong Kong Chinese Drum Festival, Hong Kong Association Chinese Drum Competition etc.): Competition application fee	Music Club	Nov 2021 – Aug 2022 (TBC)	F.1 - 5 students	30	Attendance	\$900			✓		
67	Competition transportation fee: Transportation fee and meals for Choir and Chinese Drum Class in competitions	Music Club	Whole year	F.1 - 5 students for two events	60	Attendance	\$7,800			✓		
68	Tutor fee for Chinese Drum Class: Regular training and performances	Music Club	Sep 2021 - Aug 2022	F.1 - 5 students	20	Attendance	\$39,600			✓		
69	Instructor fee for School Choir: Regular training and performances	Music Club	Sep 2021 - Aug 2022	F.1 - 5 students	30	Attendance	\$39,600			✓		
70	Regular rope-skipping training: 1. To train the students to have basic rope-skipping skills 2. To promote team spirit 3. To prepare for the competitions 4. To promote sportsmanship	Rope-skipping Club	Whole year	F.1 - 5 students	50	1. Attendance 2. Performance during training	\$29,000			✓		

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
				Level	Estimated Number of Participants			I	M	P	S	C
71	Annual training camp: 1. To promote team spirit 2. To prepare for the competitions 3. To promote sportsmanship 4. To raise the standard of rope-skipping skill 5. To improve problem-solving skill	Rope-skipping Club	Feb 2022 (3-day-2-night)	F.1 - 5 students	50	1. By attendance 2. Performance in the camp 3. An evaluation meeting at the end of the camp	\$16,480			✓		
72	Sailing Team/Club Training: Develop School sailing Team Increase the number of sailing hours for team members Develop the responsibility of students	Sailing Club	All Saturdays of 2021-2022 (Total 52 training days)	F.1 - 5 students	30	Attendance, Race Result	\$72,020			✓		
73	Public speaking and etiquette training: Acquiring the knowledge and etiquette for delivering speeches and presentations in a confident and decent way. To raise the confidence of the participants in public speaking.	School Ambassador	Nov - Dec 2021	F.1 - 4 students	30	Attendance and role play	\$7,000		✓			
74	Regular training program: To provide training to students to enhanced their talents and abilities	Taekwondo	Oct 2021- Jun 2022	F.1 - 6 students	30	Students' attendance and performance in competitions	\$16,800			✓		
Sub-total of Item 1.1							\$1,857,197					

No.	Brief Description and Objective of the Activity	Domain* (Please refer to the remark for examples of domain)	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
				Level	Estimated Number of Participants			I	M	P	S	C
1.2	Non-Local Activities: To organise or participate in non-local exchange activities or non-local competitions to broaden students' horizons											
1	F.4 Grand Tour: To raise students' global and cultural awareness To nurture students' moral values To provide assistance to people in need To enhance students' communication skills through the school visit To create collective memories for students and teachers	SEC	Apr / July 2022	F.4	141	Observation and debriefing	\$302,400				✓	
2	F.5 Grand Tour: To raise students' global and cultural awareness To nurture students' moral values To provide assistance to people in need To enhance students' communication skills through the school visit To create collective memories for students and teachers	SEC	Apr / July 2022	F.5	123	Observation and debriefing	\$263,200				✓	
3	Experience the training with Taiwan's top high school volleyball teams: 1. Enhance physical, mental and intellectual development of students 2. Understand and appreciate the cultural differences 3. Enhance Team cohesion	Volleyball Team	8 – 12 Aug 2022 (5-day, 4-night)	F. 2-6 Team members	27	Feedback from teacher and coaches; students	\$39,480			✓		
Sub-total of Item 1.2							\$605,080					
Estimated expenses for Category 1							\$2,462,277					

No.	Item	Domain* (Please refer to the remark for examples of domain)	Purpose	Estimated Expenses (\$)
Category 2	To procure equipment, consumables or learning resources for promoting life-wide learning			
1	Music Scores	Music	Performance	\$2,500
2	Performance necessity (e.g. ribbon, bandage and plastic boxes, etc.)	Music Club	Performance	\$300
3	Music study package	Music	Teaching materials to widen students' horizon	\$2,500
Estimated expenses for Category 2				\$5,300
Estimated expenses for Categories 1 & 2				\$2,467,577

Category 3: Estimated Number of Student Beneficiaries

Total number of students in the school:	817
Estimated number of student beneficiaries:	817
Percentage of students benefitting from the Grant (%):	100%

Note:

- 1) Full subsidy for students participating in Cat. A training and music training programs that involve public performance.
- 2) 50% subsidy for students participating in Cat. B. training.
- 3) 20% subsidy for students and full subsidy for teachers joining the overseas exchange program.
- 4) Amount of Life-wide Learning Grant for 2021-2022 amounted to \$1,429,810, the shortfall of the budget is to be covered by EOEBG.

19. SCHOOL BUDGET

A. Government Fund

Forecasted Income

		<u>2021-2022</u>
		\$
<u>Salary Grant for Teaching Staff under Establishment</u>	(a)	51,277,302
<u>EOEBG Baseline Reference</u>		
School and Class Grant		941,605
Enhancement Grant		8,733
SBM Supplementary Grant		211,183
Training & Development		8,726
Administration Grant - Additional Clerical Assistant		188,047
Composite Furniture and Equipment Grant (CFEG)		625,478
Whole School Approach to Guidance & Discipline		9,147
Lift Maintenance Grant		31,799
Air-conditioning for Preparation Rooms of Laboratory		25,188
Consolidated Subject Grant		167,800
	Sub-total	<u>2,217,705</u>
<u>EOEBG School Specific Grants</u>		
Administration Grant - Ordinary		5,193,438
Capacity Enhancement Grant (CEG)		642,934
Composite IT Grant (CITG)		555,900
Air Conditioning Grant		745,582
SBM Top-up Grant		50,702
Life-wide Learning Grant		1,429,809
	Sub-total	<u>8,618,365</u>
<u>Special Grants (outside EOEBG)</u>		
School Based After-school Learning & Support Progress		106,200
Teacher Relief Grant (TRG)		257,993
Learning Support Grant (LSG)		105,000
Diversity Learning Grant (DLG)		105,000
Senior Secondary Curriculum Support Grant (SSCSG)		963,000
Support for NCS Students (NCS)		800,000
Career & Life Planning Grant (CLP)		642,000

Information Technology Staffing Support Grant (ITSSG)			319,559
Sister School Scheme			156,035
Student Activities Support Grant			99,450
The Promotion of Reading Grant			73,326
School Executive Officer Grant			538,403
One-off Senior Secondary Subject Citizenship and Social Development			300,000
	Sub-total	(d)	4,465,966
Total Forecasted Income for the Year (EOEBG): (b)+(c)			10,836,070
Total Forecasted Income for the year: (A) = (a)+(b)+(c)+(d)			66,579,338

Forecasted Expenditure

			<u>2021-2022</u>
			\$
<u>Salaries for Teaching Staff under Establishment</u>		(e)	51,277,302
<u>EOEBG Baseline Reference</u>			
School & Class Grant Expenses <i>(Note 1)</i>			1,991,900
Composite Furniture and Equipment Grant (CFEG) <i>(Note 1)</i>			937,140
Whole School Approach to Guidance & Discipline			42,000
Lift Maintenance Grant			120,000
Air-conditioning for Preparation Rooms of laboratory			15,000
Consolidated Subject Grants			167,800
	Sub-total	(f)	3,273,840
<u>EOEBG School Specific Grants</u>			
Salaries for Clerical Staff & Supporting Staff			5,203,386
Capacity Enhancement Grant (CEG)			642,934
Composite Information Technology Grant (CITG)			555,900
Air Conditioning Grant			745,582
SBM Top-up Grant			50,702
Life-wide Learning Grant <i>(Note 1)</i>			2,467,577
	Sub-total	(g)	9,666,081
<u>Special Grants (outside EOEBG)</u>			
School Based After-school Learning & Support Progress			106,200
Teacher Relief Grant (TRG)			363,571
Learning Support Grant (LSG)			135,500
Diversity Learning Grant (DLG)			268,375

Fractional Post (FPCG)			82,670
Senior Secondary Curriculum Support Grant (SSCSG)			979,382
Enhancing Support for Learning and Teaching Chinese for NCS			853,388
Career and Life Planning Grant (CLP)			911,000
Information Technology Staffing Support Grant (ITSSG)			319,559
Student Activities Support Grant			99,450
Sister School Scheme			101,000
The Promotion of Reading Grant			109,900
School Executive Officer Grant			534,694
One-off Senior Secondary Subject Citizenship and Social Development			50,000
	Sub-total	(h)	4,914,689
Total Forecasted Expenditure for the Year (EOEBG): (f)+(g)			12,939,921
Total Forecasted Expenditure for the year: (B) = (e)+(f)+(g)+(h)			69,131,912
Projected Deficit for the Year: (A) – (B) = (C)			<u>(2,552,574)</u>
<u>EOEBG Portion:</u>			
Projected Deficit for the Year: [(b)+(c)]-[(f)+(g)]			(2,103,851)
Add: Accumulated Surplus as at 31/08/2021			2,948,511
Projected Accumulated Surplus / Deficit at the Year End: (D)			844,660
<u>Special Grants Portion (outside EOEBG):</u>			
Projected Deficit for the Year: (d)-(h)			(448,723)
Add: Accumulated Surplus as at 31/08/2021			1,869,741
Projected Accumulated Surplus at the Year End: (E)			1,421,018
Total Projected Accumulated Surplus at the Year End: (D)+(E)			<u>2,265,678</u>

B. School Fund

Forecasted Income

	<u>2021-2022</u>
	\$
Subscription from students	1,316,340
F.1 Admission fee Receive	44,000
Total Fund Available for the year: (I)	1,360,340

Forecasted Expenditure

Expenses on Subscriptions <i>(Note 2)</i>	534,703
Expense on Electricity Charges	400,000
Expense on Rent & Rates	86,000
Expenses on Photocopying Services	241,500
Salary and PF for Life Guard	-
Total Forecasted Expenditure: (II)	1,262,203
Projected Surplus / (Deficit) for the year: (I) – (II)	98,137
Add: Accumulated Surplus as at 31/08/2021	4,281,115
Projected Accumulated Surplus at the Year End:	4,379,252

C. Endowment Fund

Forecasted Income

	<u>2021-2022</u>
	\$
Ti-I Education Foundation Limited	1,888,110

Forecasted Expenditure

Visual Arts	505,890
Physical Education	902,700
School Development	479,520
	<hr/> 1,888,110

Projected Surplus for the Year

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Remarks:**Major spending for the year:**

<u>(Note 1): EOEBG Baseline Reference and School Specific Grants</u>	\$
<i>i) CFEg - major procurement:</i>	
1) iPad for e-learning (IAC)	135,000
2) Purchase of desktop and notebook computers for replacement of old ones and various functions (IAC)	156,000
3) Replacement of projectors and associated control system (IAC)	50,000
4) Visualizers (RC)	140,000
<i>ii) Composite Information Technology Grant (CITG) - major spending:</i>	
1) Zoom collaboration and VC Solution (IAC)	50,000
<i>iii) Sister School Scheme - major spending:</i>	
1) Tour (SEC)	101,000
<i>iv) Life-wide Learning Grant - new initiatives / major spending:</i>	
1) Co-curricular Activities F.1 - 5 (CS)	98,250
2) Prefect Training (DC)	98,500
3) Multiple Exposure Lessons (Multiple Exposure)	48,920
4) Summer Leadership Training Camp (3-day-2-night) (OSC)	34,500
5) Experiential Activities for F.1 - 3 PE major students (PE)	52,800
6) Adventure-based Summer Training Camp (SEC & OSC)	49,500
7) Art Day (VA)	40,000
<u>(Note 2): Subscription</u>	
1) Water Heating System (EMC)	50,000
2) School Mosaic Logo (EMC)	80,000