

**School Plan
(2016-2017)**

School Major Concerns:

1. To promote the school as a learning community through interactive learning and teaching.
 2. To further develop students' potentials and nurture students with positive values to face different challenges ahead.
 3. To strengthen staff members' commitment as a professional team.
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Major Concern 1: To promote the school as a learning community through interactive learning and teaching.

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1. To foster study habits and learning that empower students to be effective learners	1. Pre-lesson assignments are designed by different subjects	<ul style="list-style-type: none"> ● More than 60% students are able to develop positive learning habits by doing the pre-lesson assignments 	<ul style="list-style-type: none"> ● Lesson observation ● Teachers' observation 	Throughout the year	Subject Coordinators	Nil
2. To establish students' reading habit and promote reading	2. Collaborate with other parties to promote reading in Day 3 assemblies	<ul style="list-style-type: none"> ● Students show interest in the book sharing session 	<ul style="list-style-type: none"> ● Students' feedback on the arrangement ● Questionnaire 	Throughout the year	Teacher-librarian	Nil
	3. Encourage teachers to show their concern on students' reading habits	<ul style="list-style-type: none"> ● Students read every day and enjoy the reading time 	<ul style="list-style-type: none"> ● Observation by class teacher 	Throughout the year	Class Teachers	Nil
3. To encourage students to gain different experience through the learning activities outside class	4. Subject Coordinators provide students with more opportunities to take part in different activities and other external competitions or courses so as to develop their talents according to their interests	<ul style="list-style-type: none"> ● More than 50% students participate in external activities and competitions ● Students have more confidence in expressing themselves/ showing their talents 	<ul style="list-style-type: none"> ● Records of activity and competition ● Sharing from students 	Throughout the year	Subject Coordinators	Information given by external educational organizations

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
4. To make good use of assessment data for enhancement of learning	5. Alumni help purchase copies of their marked DSE papers, so more authentic examples are provided for students to strengthen exam skills	<ul style="list-style-type: none"> ● Students find the arrangement beneficial to their learning 	<ul style="list-style-type: none"> ● Sharing in classes 	Throughout the year	AAC Directors & Subject Coordinators	Nil
	6. Subject Coordinators will review the results of UT & Exam and analyse the effectiveness of learning & teaching	<ul style="list-style-type: none"> ● Subject teachers are able to analyse the result and make improvement in pedagogy 	<ul style="list-style-type: none"> ● The minutes of subject meeting 	Throughout the year	Subject Coordinators	Nil
5. To adopt differentiated instructions and tiered assignments to meet the different needs of students	7. Different types of assignments or learning activities are designed	<ul style="list-style-type: none"> ● At least three different types with two levels of assignments or learning activities are provided by each subject 	<ul style="list-style-type: none"> ● Records of assignment 	Throughout the year	Subject Coordinators	Nil
6. To foster teachers' professional development on pedagogy	8. To promote EDB training as well as local and overseas development opportunities to individual teacher / subject panel, with financial support	<ul style="list-style-type: none"> ● Teachers attend at least one session of professional development programme on pedagogy 	<ul style="list-style-type: none"> ● Records of CPD 	Throughout the year	Subject Coordinators	EDB Training Calendar or Information given by external educational organizations
	9. To encourage teachers to explore e-Learning and e-Teaching resources through attending e-related workshop or school visits	<ul style="list-style-type: none"> ● Teachers are more confident in using e-elements or other resources and integrate them into curriculum 	<ul style="list-style-type: none"> ● Sharing within subject panel 	Throughout the year	Subject Coordinators	Information given by external educational organizations / service providers
7. To encourage continual improvement of assessment in terms of frequency, marking and commenting	10. Teachers follow the assessment policy and assignment checking is conducted on a regular basis	<ul style="list-style-type: none"> ● Teachers follow the assessment policy to design the UT / Exam paper ● Students show more confidence in studies 	<ul style="list-style-type: none"> ● The statistical reports of UT & Exam ● Questionnaire 	Throughout the year	All teachers	Nil

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
8. To review the working procedure for gifted education	11. A working group is formed to review the working procedure for gifted education	<ul style="list-style-type: none"> ● A working group is established and related working instruction is issued ● More talented/ gifted students can be figured out and appropriate follow-up can be provided 	● Evaluation from working group	Throughout the year	AAC Directors	Nil

Major Concern 2: To further develop students' potentials and nurture students with positive values to face different challenges ahead.

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1. To strengthen students' spiritual development by structured programmes	1. Structured programmes such as Day 1 Belief Groups and Disciple Meetings are arranged	<ul style="list-style-type: none"> ● The majority of teachers-in-charge and student participants show positive responses to the programmes 	<ul style="list-style-type: none"> ● Teacher Feedback Forms ● Student Feedback Forms 	Throughout the year	RAC	External Christian Organizations
2. To develop students' positive attitudes and good virtues (responsibility and perseverance)	2. Morning assemblies, thematic talks during Day 3 Assembly periods, lunch activities, voluntary services and student leadership training programmes are arranged. Besides, banners and posters of virtues are posted inside the classroom	<ul style="list-style-type: none"> ● 80% of participating students find the activities are effective ● Students and teachers enjoy and being inspired by the activities ● Teachers find the students generally have improved morality in responsibility and perseverance 	<ul style="list-style-type: none"> ● Teachers' observation ● Students' performance 	Whole year	SSC EAC	External NGO
	3. Alumni sharing sessions about their life experience (i.e. academic, personal growth, leadership, etc.) are arranged	<ul style="list-style-type: none"> ● Participated students show positive feedback to the alumni sharing 	<ul style="list-style-type: none"> ● Feedback from participants in alumni sharing 	Two times in the year	EAC	Nil

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
3. To equip student leaders with ability and mentality in carrying out their duties	4. Structured leadership training programmes are arranged	<ul style="list-style-type: none"> ● Student leaders show positive response to the training programmes 	<ul style="list-style-type: none"> ● Feedback from participants ● Evaluation meeting ● Teacher's observation 	Throughout the year	EAC RAC SSC	Nil
4. To raise the recognition and students' awareness of being student leaders	5. An assessment mechanism for student leaders will be established	<ul style="list-style-type: none"> ● Student leaders meet the assessment criteria 	<ul style="list-style-type: none"> ● Evaluation meeting ● Teacher's observation ● Assessment record 	Throughout the year	EAC	Nil
5. To maintain a constructive relationship between the school and parents so as to better nurture students with positive values to face the challenges	6. Parents' meetings are held on a regular basis 7. A series of S.1 Parent Workshop are specially arranged in September 8. Breakfast meetings with Principal for parents are arranged 9. An afternoon tea gathering is scheduled for parents to meet the Principal	<ul style="list-style-type: none"> ● Parents find the communication with the school is effective, sufficient and the meetings are fruitful 	<ul style="list-style-type: none"> ● Parents' feedback 	Throughout the year	School Improvement Team members	HK Character City
6. To develop students' positive values on moral, civic, sex, and environmental aspects	10. A more concise school-based series of lessons about sex education will be launched 11. Regular service, moral and civic education assemblies are held 12. Talks and activities on environmental education will be conducted	<ul style="list-style-type: none"> ● Students find the series of lessons of sex education help them to build up a proper attitude towards sex issue ● 80% of participating students find the activities effective ● Students and teachers enjoy and being inspired by the activities 	<ul style="list-style-type: none"> ● Teachers' observation ● Students' performance 	Throughout the year	SSC	External Resources from NGO External speakers

Major Concern 3: To strengthen staff members' commitment as a professional team.

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1. To strengthen the team spirit and communication among staff members	1. Day 1 prayer meetings, staff retreat and staff fellowship meetings are scheduled on a regular basis	<ul style="list-style-type: none"> The majority of teachers find that the meetings can strengthen the team spirit and communication among the staff 	<ul style="list-style-type: none"> Teachers' Feedback 	Throughout the year	RAC	Nil
2. To help new teaching staff to get familiar with the teaching environment and the school system	2. Induction programme is implemented	<ul style="list-style-type: none"> New teaching staff find the programme effective and helpful 	<ul style="list-style-type: none"> New teaching staff's feedback 	Throughout the year	Teacher mentors	Nil
3. To promote quality staff development	3. Staff appraisal is conducted regularly	<ul style="list-style-type: none"> More than 90% appraisees find appraisal report & appraisal interview effective to enhance their professional development 	<ul style="list-style-type: none"> Staff's feedback on the appraisal system 	Throughout the year	Principal, Vice Principal, Directors, Assistant Directors, Subject Coordinators & Assistant Subject Coordinators	Nil
	4. To arrange Staff Development Programmes according to teachers' professional need	<ul style="list-style-type: none"> Teachers find the staff development sessions effective and fruitful 	<ul style="list-style-type: none"> Teachers' survey 	3-4 sessions in the year	School Improvement Team	External speakers will be invited when necessary

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