

2009-2010 Annual School Plan

Major Concern 1 Facilitate smooth migration to NSS Assessment

Tasks	Strategies	Success Criteria	Evaluation Method	People Responsible
1.1 Study the assessment methods in NSS	1.1.1 Carry out more formative assessment	For planning Continuous Assessment, at least half of the marks are allocated to homework or class work in 70% of the subjects	Panel head's feedback	NSS working group
	1.1.2 Set more open-ended questions	10% of examination papers are assigned for open-ended questions	Panel head's feedback	NSS working group

Major Concern 2 Enhance Students' Language Ability

Tasks	Strategies	Success Criteria	Evaluation Method	People Responsible
2.1 Promote students' interest in reading	2.1.1 Extensive reading in the Form Teacher period	All students are engaged actively in reading during the Assistant Form Teacher period	Survey; teachers' observation	Mr. Tong Wun Sing and Academic Council
	2.1.2 Use record cards to record the books read by students	Students should read at least 5 books	Record Forms	
2.2 Increase students' proficiency in using English	2.2.1 Provide extra opportunities to students in English writing	All F.2 students are involved in writing drama scripts; all F.1-3 students participate in book report competitions; F.4 and F.6 students participate in Lion Club essay competition	Survey	English panel
	2.2.2 Provide extra oral English classes to students	All F.3 students should participate	Attendance record	English panel
	2.2.3 Organize English activities to students	3-4 activities provided	Teachers' feedback	English panel
2.3 Give extra support to other subject panels	2.3.1 Increase teaching resources in Language panels	Additional teachers given to the required panels	Report from the English and Chinese panel	English and Chinese panels
	2.3.2 Provide classroom English and Putonghua courses to teachers	8-10 teachers join English and Putonghua courses	Report from the course organizers	

Major Concern 3 Promote Moral Education

Tasks	Strategies	Success Criteria	Evaluation Method	People Responsible
3.1 Derive a whole school Moral Education policy	3.1.1 Continue the Form 2 service programme 3.1.2 Continue the Form 3 service programme 3.1.3 Continue the Clean Campus Campaign 3.1.4 Strengthen Form Teacher period	All F.2 students participate 80% of F.3 students are actively involved 70% of teachers and students find the campus cleaner 70% of teachers and students find the programmed useful	Reflections of teachers, students and parents Reflections of teachers, students and parents Observation and report Questionnaires Reflections	Mr. Tong Wun Sing and R.S. panel Miss Cecilia Tang and Guidance Team Miss Cecilia Tang and Form-teacher period Committee
3.2 Promote Service Learning	3.2.1 Set up internal and external service programmes 3.2.2 Promote community service to Form 1 students 3.2.3 Students are issued service record 3.2.4 Partner up with NGOs to organize service-learning activities	All F.4 students participate in the service programmes All F.1 students have to enroll in 1 service group 80% of F.4 students carry service record Engage 2 NGOs in provision, co-ordination of service programmes	Self-reflection by students; report from teacher in charge Survey Survey Report	Miss Cecilia Tang and Service Learning Team ECA Team Service Learning Team Service Learning Team

Focus 1 Improve students' discipline

Tasks	Strategies	Success Criteria	Evaluation Method	People Responsible
4.1 Strengthen the “Appearance+ Behaviour” programme	4.1.1 More random checks conducted by discipline teachers; more DB deployed in or out of campus patrol	70% of students abide by the stipulation of A+B policy	Uniform checks Random checks	Discipline Committee
4.2 All teachers take the role of discipline teachers	4.2.1 Workshops and seminars held to boost the morale of teachers and train up their skills	50% of teachers take an active role in disciplining their students	Interview Observation Feedback	Discipline Committee
4.3 Say no to drug campaign	4.3.1 Anti-drug talks and healthy living talks are provided to students	No case of drug problem in school. Students here can live a healthy life	Discipline cases Feedback Observation	Discipline Committee, Guidance Team, Civic Education Team, Form Assemblies

Focus 2 Cater for students' diversity

Tasks	Strategies	Success Criteria	Evaluation Method	People Responsible
5.1 Prepare tailored-made materials for students of different abilities	5.1.1 Promote Differentiated Instruction	10% staff familiarize and adopt Differentiated Instruction at their lessons	Peer Observation; teachers' and students' feedback	Pedagogy Team
5.2 Provide a after-school enhancement course	5.2.1 A F.1 after-school session wil be held every Thursday during Winter Time at 3:15 -4:30pm	100 % attendance	Teachers' and students' feedback; questionnaires	Academic Council