

**Shau Kei Wan Government Secondary School**

**Annual School Plan (2018/19)**

**Major Concern 1 – To fully develop students’ academic potential through self-directed learning**

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>People in charge</b>	<b>Resources Required</b>
<b>1. To foster students’ self-directed learning capabilities</b>	<b>1.1 To strengthen students’ learning capabilities as self-directed learners through effective study skills</b>			18-19 School Year	<ul style="list-style-type: none"> <li>• Curriculum Development Team</li> <li>• HoDs</li> <li>• Subject Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• Service providers</li> </ul>
	1.1.1 To train up students with study skills which can guide students to learn independently.	<ul style="list-style-type: none"> <li>• Students make quality notes and share them with classmates.</li> <li>• Students apply study skills in learning.</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers and students</li> </ul>			
	1.1.2 To motivate students to design self-generated subject-related questions	<ul style="list-style-type: none"> <li>• Students design and share quality questions for self-assessment and peer learning.</li> </ul>	<ul style="list-style-type: none"> <li>• Lesson observation</li> </ul>			
	1.1.3 To enhance students’ literacy skills in English by promoting Language Across Curriculum.	<ul style="list-style-type: none"> <li>• LAC is implemented by the Integrated Science and English Departments.</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers and students</li> </ul>			
	<b>1.2 To foster self-directed learning by the extensive use of e-learning technology</b>			18-19 School Year	<ul style="list-style-type: none"> <li>• HoDs</li> <li>• Subject Teachers</li> <li>• IT Team</li> <li>• Reading to Learn Committee</li> <li>• Teacher Librarian</li> <li>• HoDs</li> <li>• Subject Teachers</li> <li>• IT Team</li> </ul>	<ul style="list-style-type: none"> <li>• Service providers</li> </ul>
	1.2.1 To strengthen the use of Google Suite as the learning management system (LMS) and communication tools to facilitate self-directed learning	<ul style="list-style-type: none"> <li>• At least 8 subject departments use Google Suite as the LMS and communication tools.</li> </ul>	<ul style="list-style-type: none"> <li>• Record of work</li> </ul>			
	1.2.2 To strengthen “Reading to Learn” by providing students with opportunities to read extensively texts of different types and themes using electronic reading devices	<ul style="list-style-type: none"> <li>• A resource bank of multi-disciplinary articles is developed with articles contributed by every teacher.</li> <li>• Students form the habit of reading extensively.</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from teachers and students</li> <li>• Quantity and quality of the resource bank</li> </ul>			
1.2.3 To enrich the library resources by introducing e-books and to promote online reading and writing reflections	<ul style="list-style-type: none"> <li>• An e-book library is established.</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback from students</li> </ul>				

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.2.4 To encourage students to read different types of texts and applying their knowledge in subject-related projects, IES and assignments	<ul style="list-style-type: none"> <li>Reading tasks are assigned to students.</li> </ul>	<ul style="list-style-type: none"> <li>Record of work</li> </ul>			
	<b>1.3 To nurture students as self-directed learners by providing extended learning opportunities</b>			18-19 School Year	<ul style="list-style-type: none"> <li>HoDs</li> <li>Subject Teachers</li> <li>STEM Education Committee</li> </ul>	<ul style="list-style-type: none"> <li>Service providers</li> <li>Diversity Learning Grant</li> <li>School-based After-school Learning &amp; Support Grant</li> <li>STEM Grant</li> </ul>
	1.3.1 To promote deep learning by providing opportunities to students in applying their knowledge in problem solving and connecting their knowledge through application	<ul style="list-style-type: none"> <li>A quality internal or external learning programme/competition is arranged by subject departments.</li> <li>Students complete their projects with good performance.</li> </ul>	<ul style="list-style-type: none"> <li>Feedback from teachers and students</li> </ul>			
	1.3.2 To prepare students for social and economic challenges and opportunities of Hong Kong through discussion on current issues, field experiences, competitions, cross-border/overseas study tours and exchange programmes	<ul style="list-style-type: none"> <li>Students gained new insight into the recent development of the economy of Hong Kong, science and technology.</li> </ul>	<ul style="list-style-type: none"> <li>Teachers' observation</li> <li>Record of internal/external competitions</li> </ul>			
	1.3.3 To enhance students' problem solving skills, communication skills and creativity through extended learning activities related to STEM	<ul style="list-style-type: none"> <li>Students can apply their knowledge and skills in various competitions.</li> </ul>	<ul style="list-style-type: none"> <li>Students' participation and performance in internal and external competitions</li> </ul>			
	1.3.4 To arrange sharing sessions to increase students' ownership of their learning	<ul style="list-style-type: none"> <li>Students' confidence in self-directed learning is boosted.</li> </ul>	<ul style="list-style-type: none"> <li>Feedback from teachers and students</li> </ul>			

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2. To optimize teachers' pedagogical skills with a view to promoting self-directed learning	<b>2.1 To polish the teaching strategies so as to promote self-directed learning</b>			18-19 School Year	<ul style="list-style-type: none"> <li>• HoDs</li> <li>• Subject Teachers</li> </ul>	
	2.1.1 To implement flipped classroom strategies in lessons	<ul style="list-style-type: none"> <li>• 40% of subject teachers try out flipped classroom strategies at least 1 time in the school year.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers' observation &amp; reflection</li> <li>• Feedback from students</li> </ul>			
	2.1.2 To encourage teachers to join training courses related to self-directed learning, LAC and e-learning	<ul style="list-style-type: none"> <li>• A culture of continuous professional growth is developed.</li> </ul>	<ul style="list-style-type: none"> <li>• Training records</li> </ul>			
	<b>2.2 To sustain the intellectual capital of the school by implementing knowledge management</b>			18-19 School Year	<ul style="list-style-type: none"> <li>• HoDs</li> <li>• Subject Teachers</li> <li>• IT Team</li> </ul>	
	2.2.1 To invite teachers from different subject departments to open their classrooms for lesson observation with the focus on self-directed learning	<ul style="list-style-type: none"> <li>• Innovative and effective learning and teaching strategies on self-directed learning are practised and identified.</li> <li>• More advanced skills and expertise are acquired to build bench strength for subject matter experts and leadership positions.</li> </ul>	<ul style="list-style-type: none"> <li>• Lesson Observation</li> </ul>			
	2.2.2 To develop a resource bank and/or a school-based multi-media archive of learning programmes/activities	<ul style="list-style-type: none"> <li>• 3 subjects contribute to the resource bank/video archive.</li> </ul>	<ul style="list-style-type: none"> <li>• Record of resource banks</li> </ul>			
2.2.3 To make use of student assessment data to analyse the performance of students and develop appropriate support measures	<ul style="list-style-type: none"> <li>• Statistical data are employed in designing support measures.</li> </ul>	<ul style="list-style-type: none"> <li>• Record of measures taken</li> </ul>				

**Budget:**

	Items	Budgeted cost
1	Course on Study Skills for students	\$40,000
2	e-Library	\$10,000
3	Cross-curricular overseas study tour – STEM Education (from SBG and DLG)	\$40,000
4	Activities related with STEM Education	\$130,000
	Total	\$220,000

**Programme Team:** Mr YU Siu-fai (Team Leader), Mr SIU Wai-chuk (Deputy Team Leader), Mr CHAN Kit-man, Ms HSI Sau-ching, Ms CHAN Ho-yi and panel heads of subject departments



**Shau Kei Wan Government Secondary School  
Annual School Plan (2018/19)**

**Major Concern 2 –To promote the formation of positive attitude and values among students towards life**

Theme : 「正向思維·知行合一·豐盛人生」 Positive Thinking, Learning by Doing, Flourishing Life

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<p><b>1. To nurture students' positive values towards personal development</b></p>	<p><b>1.1 To strengthen values education by cultivating a positive, supportive and caring learning environment through a variety of programmes</b></p> <p>1.1.1 Well-structured and diversified programmes like morning assemblies, speeches, talks, exhibitions, inter-class competitions etc to cultivate positive values</p> <p>1.1.2 To enhance students' positive attitude and values towards life through diversified learning programmes of Life Education Lessons and Life Events simulation learning activities</p> <p>1.1.3 Introduction of distinguished alumni as role models through sharing sessions and display boards</p>	<ul style="list-style-type: none"> <li>• Students are engaged actively in the learning activities</li> <li>• Over 60% of students give positive feedback in the survey</li> <li>• Publication of a Flyer for various stakeholders to highlight the effectiveness of the programmes</li> </ul>	<ul style="list-style-type: none"> <li>• Observation of students' performance in learning activities</li> <li>• Survey on students' participation and feedback about the activities</li> </ul>	<p>2018/19 School Year</p>	<ul style="list-style-type: none"> <li>• Moral &amp; Civic Education Team</li> <li>• Life Education Team</li> <li>• Health &amp; Sex Education Team</li> <li>• Discipline Team</li> <li>• Guidance Team</li> <li>• Life Planning Team</li> <li>• Environmental Education Team</li> <li>• Class Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• ESCBG</li> <li>• OEP</li> <li>• Alumni Association</li> </ul>

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	<p><b>1.2 To enhance students' awareness and understanding of positive mental health development through a series of learning activities to overcome adversities</b></p> <p>1.2.1 To organize seminars and workshops with emphasis on emotional and stress management skills</p> <p>1.2.2 To develop students' communication and social skills for effective problem-solving through training programmes</p> <p>1.2.3 To nurture a healthy lifestyle in students through different learning activities and competitions</p>	<ul style="list-style-type: none"> <li>• Students are engaged actively in the learning activities</li> <li>• Over 50% of students give positive feedback in the survey</li> </ul>	<ul style="list-style-type: none"> <li>• Observation of students' performance in learning activities</li> <li>• Survey on students' participation and feedback about the activities</li> </ul>	2018/19 School Year	<ul style="list-style-type: none"> <li>• Moral &amp; Civic Education Team</li> <li>• Life Education Team</li> <li>• Health &amp; Sex Education Team</li> <li>• Guidance Team</li> <li>• Life Planning Team</li> <li>• Environmental Education Team</li> <li>• Class Teachers</li> <li>• LS Department</li> <li>• PE Department</li> <li>• Home Economics Department</li> </ul>	<ul style="list-style-type: none"> <li>• BDF(Beat Drugs Fund)</li> <li>• Service Providers</li> <li>• NGOs of HSP</li> <li>• Joyful@ School</li> </ul>
	<p><b>1.3 To foster students' career aspirations, planning and management in accordance with their personal abilities, interest and values</b></p> <p>1.3.1 To help students explore their own strengths, investigate options of learning and prepare their study / careers plan by workshops and mass programmes</p>	<ul style="list-style-type: none"> <li>• Students agree that they have a better understanding of themselves</li> </ul>	<ul style="list-style-type: none"> <li>• Observation of students' performance in learning activities</li> </ul>	2018/19 School Year	<ul style="list-style-type: none"> <li>• Life Planning Team</li> <li>• Class Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• Alumni Association</li> <li>• EDB Business School</li> </ul>

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.3.2 To enrich students' learning experiences about work and future studies by seeking support from alumni, community sources, universities and external organisations	<ul style="list-style-type: none"> <li>• Students are engaged actively in the learning activities</li> <li>• Students agree that the activities increase their knowledge and skills required at work</li> </ul>	<ul style="list-style-type: none"> <li>• Survey on students' participation and feedback about the activities</li> <li>• Feedback from teachers</li> </ul>			Partnership Programme <ul style="list-style-type: none"> <li>• Tertiary institutions</li> <li>• NGOs</li> <li>• JAHK</li> <li>• Service Providers</li> <li>• ESCBG</li> <li>• OEP</li> </ul>
	<b>1.4 To encourage students' appreciation of different cultures, widen their horizons and enrich their life experiences through joint-school activities, exchange programmes and study tours held locally and overseas</b>  1.4.1 To organise joint-school activities or competitions to enhance students' positive values and strengthen their knowledge in the areas concerned, e.g. the history and culture of our country	<ul style="list-style-type: none"> <li>• Students are engaged actively in the learning activities</li> <li>• Completion of post programme reports / presentations as learning outcomes</li> </ul>	<ul style="list-style-type: none"> <li>• Observation of students' performance in learning activities</li> <li>• Post programme reports / presentations</li> </ul>	2018/19 School Year	<ul style="list-style-type: none"> <li>• Moral &amp; Civic Education Team</li> <li>• Cross-border Study Tours</li> <li>• Chinese History Department</li> <li>• Geography Department</li> <li>• History Department</li> <li>• LS Department</li> <li>• Overseas Study Tours &amp; Exchange Programmes</li> </ul>	<ul style="list-style-type: none"> <li>• ESCBG</li> <li>• OEP</li> </ul>

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.4.2 To organise mainland exchange programmes to promote students' understanding of China's history, economy and culture etc. and build their civic awareness					
	1.4.3 To organise overseas study tours to expose students to other countries and inspire their global vision					
2. To facilitate students' sense of positivity in serving others	<p><b>2.1 To enhance students' capacity for serving the school and empower them with effective leadership</b></p> <p>2.1.1 To organize leadership training camp to equip students with leadership skills</p> <p>2.1.2 To organize Student Association Election to cultivate students' spirit of serving the school</p> <p>2.1.3 To provide opportunities for students, including uniformed team members, to participate and serve in school functions</p>	<ul style="list-style-type: none"> <li>• Students acquire the leadership skills</li> <li>• Students are engaged actively in the learning activities</li> <li>• Students are willing to serve the school</li> </ul>	<ul style="list-style-type: none"> <li>• Observation of students' performance and participation</li> <li>• Students' willingness to serve the school</li> </ul>	2018/19 School Year	<ul style="list-style-type: none"> <li>• Discipline Team</li> <li>• Teacher in charge of Student Association</li> <li>• OLE Team</li> <li>• Teachers in charge of School Houses and Clubs</li> <li>• Teachers in charge of Uniformed Teams</li> <li>• Teacher Librarian</li> </ul>	<ul style="list-style-type: none"> <li>• ESCBG</li> <li>• OEP</li> </ul>
	<p><b>2.2 To provide opportunities for students to unleash their positivity through serving the community</b></p> <p>2.2.1 Programmes to serve the local community will be organized to instill students' concern for others and social responsibility</p>	<ul style="list-style-type: none"> <li>• Students are engaged actively in the learning</li> </ul>	<ul style="list-style-type: none"> <li>• Face to face debriefing sessions</li> <li>• Feedback from</li> </ul>	2018/19 School Year	<ul style="list-style-type: none"> <li>• Teacher in charge of Community Services</li> </ul>	<ul style="list-style-type: none"> <li>• ESCBG</li> <li>• OEP</li> <li>• Community-based</li> </ul>

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	2.2.2 All students are subsidized to join the community service programmes to serve kindergarten students and the elderly in day care centers respectively	<ul style="list-style-type: none"> <li>activities</li> <li>Students are enthusiastic in serving the community</li> </ul>	kindergartens, day care centres and coaching social workers			Project Grant

**Budget :**

	Items	Budgeted cost
1	Prizes and trophies	\$3,000
2	Flyer and resources publication	\$5,000
3	Distinguished alumni Display Board	\$2,000
4	Fees for Guest Speakers	\$3,000
5	Career and Life-planning Programmes	\$45,000
6	Subsidies of transportation fees for activities	\$2,000
<b>Total :</b>		<b>\$60,000</b>

Programme Team:

Ms HO Yuet-wah, Eva (i/c), Ms CHEUNG Chui-sheung (deputy i/c), Ms LEE Ka-man, Ms PAU Yin-nei, Ms WONG Wing-yi, TA (LS)

筲箕灣官立中學

2018-19年度 姊妹學校交流計劃書

內地姊妹學校名稱：北京市順義區第三中學

項目編號	交流項目名稱及內容	預期目標	監察／評估	預算開支
1	<ul style="list-style-type: none"> <li>「香江暖流·筲官順義」互訪計劃</li> </ul> 北京市順義區第三中學師生於 5-2019 到訪本校進行交流活動	<ul style="list-style-type: none"> <li>藉安排北京市順義區第三中學師生到訪本校進行交流活動，包括：分組觀課、英語活動、數學比賽、科技活動、文化考察活動、生涯規劃活動等，加強本校師生對北京學生的了解、促進兩地文化學習交流，以及擴闊學生視野。</li> </ul>	<ul style="list-style-type: none"> <li>採錄本校及姊妹學校參與交流及學習活動師生的回應及評價。</li> <li>於學校通訊及網頁展現互訪計劃學習交流點滴及兩校學生感受心聲。</li> </ul>	學習交流活動物資：\$10,000 交流活動茶點費：\$3,000 文化考察及生涯規劃活動 交通費：\$5,000 <b>共 \$18,000</b>
2	<ul style="list-style-type: none"> <li>製作介紹學校的影片</li> <li>拍攝及製作本校師生與姊妹學校師生交流及學習的影片</li> </ul>	<ul style="list-style-type: none"> <li>燒錄成高清光碟發放給北京市順義區第三中學，藉以介紹本校的辦學宗旨、歷史背景、課程發展及校園活動特色等，令姊妹學校對本校有更深入的了解。</li> <li>燒錄成高清光碟發放給北京市順義區第三中學，藉以回饋本計劃的成果。</li> </ul>	<ul style="list-style-type: none"> <li>採錄姊妹學校師生的回應及評價。</li> <li>採錄本校及姊妹學校師生的回應及評價。</li> </ul>	購置以下器材： 數碼相機、鏡頭及電池、 數碼攝錄機、錄像卡、電池、 外置硬碟盒及記憶卡 <b>共 \$29,000</b>
3	<ul style="list-style-type: none"> <li>遠程交流活動</li> </ul>	<ul style="list-style-type: none"> <li>讓本校負責此計劃的相關工作小組策劃與姊妹學校作視像交流及會議；</li> <li>讓本校學生與姊妹學校學生作視像交流及學習。</li> </ul>	<ul style="list-style-type: none"> <li>採錄本校及姊妹學校師生的回應及評價。</li> </ul>	