

**TWGHs Lo Kon Ting**

**Memorial College**

**Annual School Plan**

**2017-2018**

## I. School Vision & Mission

The mission of the Tung Wah Group of Hospitals in education is to provide comprehensive and multifarious services to children and young people to enable them to exert their full potentialities and, eventually, to serve the community.

We committed to achieving an all-round development in our young generation through the provision of a congenial learning environment. It is hoped that our young people will equipped with necessary skills and knowledge and be given the opportunity to cultivate an independent mind in order that they will become good citizens with a willing commitment to worthy causes and a genuine concern for social affairs.

## II. Major concerns

1. To enhance learning & teaching effectiveness and to improve students' academic performance
2. To strengthen the whole-person developmental support for students
3. To develop the framework for Life Planning

**Major concern 1: To Enhance Learning & Teaching Effectiveness and to Improve Students' Academic Performance**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People Responsible	Resources Required
1. To enhance academic level of students	<ul style="list-style-type: none"> <li>• Developing students' generic skills.</li> <li>• Enriching the English environment.</li> <li>• Encouraging professional sharing among teachers</li> <li>• Employing a variety of teaching paradigms, raising learning interest and applying good questioning techniques.</li> <li>• Participating in external support programmes and seed projects.</li> <li>• Gathering core learning materials for lower form students</li> </ul>	<ol style="list-style-type: none"> <li>1. Students' academic results               <ul style="list-style-type: none"> <li>● Attaining a value-added level 5 or above in all subjects</li> <li>● Attaining level 3 or above (HKDSE) in 90% of subjects, with the percentage being higher than the average in Hong Kong.</li> <li>● 95% or above of students achieve the basic competency of the Territory-wide System Assessment (TSA).</li> </ul> </li> <li>2. English Environment               <ul style="list-style-type: none"> <li>● 70% of students agree that they have enough opportunity to be exposed to English outside the classroom.</li> <li>● 70% of the activities organized outside the classroom have incorporated the use of English.</li> <li>● At least 2 major activities are conducted in English.</li> </ul> </li> <li>3. Teacher Development               <ul style="list-style-type: none"> <li>● 80% of teachers participate in professional training related to the teaching of generic skills, teaching paradigms, external support programmes and seed projects.</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Value-addedness report</li> <li>2. DSE results</li> <li>3. TSA results</li> <li>4. Questionnaires</li> <li>5. ECA records</li> <li>6. Teachers' training records</li> <li>7. Records of the programmes</li> <li>8. CPD Statistics for subject panels</li> <li>9. Submit minutes system for collecting data</li> </ol>	Whole year	Academic affairs master and all subject panels	All teachers

**Major concern 1: To Enhance Learning & Teaching Effectiveness and to Improve Students' Academic Performance**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People Responsible	Resources Required
2. To cater for learner diversity	<ul style="list-style-type: none"> <li>Optimizing the mechanism of catering for learner diversity.</li> <li>Strengthening teaching arrangements in order to cater for learner diversity during the lessons.</li> </ul>	<ol style="list-style-type: none"> <li>After-school support                             <ul style="list-style-type: none"> <li>80% of students of the enhancement classes show improvement in the post-test.</li> <li>80% of students think that the classes can help improve their academic performance.</li> </ul> </li> <li>Teaching arrangements                             <ul style="list-style-type: none"> <li>100% of subjects have special arrangements for catering for learner diversity.</li> <li>80% of teachers observe lessons and participate in relevant sharing, seminars and training courses.</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>Students' results in the pre-test and post-test</li> <li>Questionnaires</li> <li>Minutes of the subject panel meetings and teaching plans</li> <li>Lesson observation records</li> <li>Teachers' training records</li> <li>Use Google form to collect lesson observations data</li> </ol>	Whole year	Academic affairs master, vice principals and all subject panels	All teachers
3. To enhance students' skills in using IT for learning	<ul style="list-style-type: none"> <li>Using electronic platform for evaluation and pre-lesson assignments</li> <li>Using IT for interactive teaching and learning.</li> <li>Introducing more facilities and cloud services to facilitate e-teaching and learning</li> <li>Centralizing core learning materials in the server for future reuse.</li> </ul>	<ol style="list-style-type: none"> <li>50% or above of teachers use electronic platform for student evaluation and provision of learning materials for preparation before lessons.</li> <li>100% of core teacher members attend workshops on the use of IT for interactive teaching and learning.</li> <li>Each core teacher member experiences 2 lessons with e-teaching and learning.</li> </ol>	<ol style="list-style-type: none"> <li>Records provided by e-platform</li> <li>Teachers' attendance of relevant workshops</li> <li>Records of equipment borrowing and IT technical support</li> </ol>	Whole year	IT-in-charge, core group and all subject panels	All teachers

**Major concern 2 : To strengthen the whole-person developmental support for students**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People Responsible	Resources Required
1. To implement student personal growth activities systematically	<ul style="list-style-type: none"> <li>● To enhance support for students with special needs</li> <li>● To arrange more social services activities for students so as to broaden their horizons and boost self-confidence</li> <li>● To cultivate students leadership skills by organizing more leadership training activities</li> </ul>	<ol style="list-style-type: none"> <li>1. 90% of student personal growth activities proposed by various committees can be implemented as planned</li> <li>2. 80% of students have improvements after having support services</li> </ol>	<ol style="list-style-type: none"> <li>1. Program plans and evaluations</li> <li>2. Observations</li> <li>3. Case reports</li> <li>4. Questionnaires</li> </ol>	Whole year	Moral & Civic Education master, Discipline master, Student counselling master, Academic affairs master, ECA master and Careers master	Tung Wah Educational Psychologist 、 School Social Worker, Teaching assistance and all teachers, team of healthy school program
2. To enhance moral education for the student	<ul style="list-style-type: none"> <li>● To further strengthen moral and civic education through various measures and activities</li> <li>● To encourage and praise good behaviours so that self-confidence and satisfaction can be enhanced</li> <li>● To nurture students' habit self-organization skills, positive values, sense of responsibility and resilience</li> </ul>	<ol style="list-style-type: none"> <li>1. 70% of students agree that the personal character and sense of citizenship is being raised</li> <li>2. Setting up all indicators for praising</li> <li>3. Using E-App to deliver student award information to parents</li> <li>4. Number of students getting award in the following areas will be increased: <ul style="list-style-type: none"> <li>◆ 100 Learning and conduct mark</li> <li>◆ Merit</li> </ul> </li> <li>5. 80% of subjects will incorporate concepts in school moral and civic education theme in the curricula</li> </ol>	<ol style="list-style-type: none"> <li>1. Questionnaires</li> <li>2. Learning and conduct records</li> <li>3. Praising records</li> <li>4. Minutes of subject panel meetings</li> </ol>	Whole year	Moral & Civic master Education, Discipline master and all subject panels	All teachers

**Major concern 3 : To develop the framework for Life Planning**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People Responsible	Resources Required
To enhance careers support for students	<ul style="list-style-type: none"> <li>● To provide information and counselling services on further studies in Hong Kong, mainland China or other countries</li> <li>● To provide work-related experiences for students</li> <li>● To establish the mechanism for meeting students regularly and give them advice on their career planning</li> <li>● To incorporate career planning related content in every subject</li> <li>● To relate learning and the abilities needed in the future world.</li> </ul>	<ol style="list-style-type: none"> <li>1. 80% of students get at least two careers related counselling services (talks / activities)</li> <li>2. 80% of senior form students participate in at least two work-related activities</li> <li>3. F.4 and F.5 students get at least two personal meetings on exploring their career planning</li> <li>4. 80% of F.4 and F.5 agree that personal interviews can help them in career and life planning</li> <li>5. 80% of the subjects will incorporate career planning related contents or concepts in the curricula</li> </ol>	<ol style="list-style-type: none"> <li>1. Student activities records</li> <li>2. Records of personal meetings</li> <li>3. Minutes of subject panel meetings</li> <li>4. Questionnaires</li> </ol>	Whole year	Careers master, Student counselling master and all subject panels	All teachers, Career and Life Planning Grant