

Cheung Chuk Shan College
Annual School Plan (2021 – 2022)

23 Jun 2021

Major Concern 1: Reinforcing the culture of active learning

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
a. Arranging for S1 – S5 students to set goals for their studies, select strategies to realize them and evaluate the success of the efforts made	Whole year	<ul style="list-style-type: none"> ◆ At least 75% of teachers agreeing that the majority of students have seriously made planning as well as interim and year-end evaluations of the success of the efforts made ◆ At least 75% of students agreeing that they have seriously made planning as well as interim and year-end evaluations of the success of the efforts made ◆ At least 75% of teachers / students agreeing that planning and evaluations done have helped students / themselves attain success in studies 	<ul style="list-style-type: none"> ◆ Teacher’s inspections and follow-up work ◆ Teacher survey ◆ Student survey 	<ul style="list-style-type: none"> ◆ Careers Team ◆ Moral & Civic Education Committee ◆ Form-teachers and Assistant Form-teachers concerned 	<ul style="list-style-type: none"> ◆ Record form ◆ Survey forms
b. Promoting e-Learning further	Whole year	<ul style="list-style-type: none"> ◆ Academic panels setting up development plans with the elements needed to carry out e-Learning further ◆ Completion of tasks listed in 	<ul style="list-style-type: none"> ◆ Meeting minutes of academic panels 	<ul style="list-style-type: none"> ◆ Heads of academic panels 	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
		development plans			
c. Requiring S1-S5 students to carry out self-learning	Whole year	<ul style="list-style-type: none"> ◆ Online materials of at least a topic or chapter provided to students for self-learning with follow-up activities in class ◆ At least 50% of students showing that they have mastered the topic or chapter 	<ul style="list-style-type: none"> ◆ Meeting minutes of academic panels ◆ Students' performance in follow-up class activities 	<ul style="list-style-type: none"> ◆ Vice Principal (Teaching and Learning) ◆ Heads of academic panels ◆ Teachers of academic panels concerned 	
d. Arranging cross-curricular projects with elements of active learning within the same KLA and among different KLAs	Whole year	<ul style="list-style-type: none"> ◆ At least one cross-curricular project organized by two or more target panels in each junior form: <ul style="list-style-type: none"> - S1: Chinese History, Geography, History, Life & Society and Chinese Language - S2: Integrated Science, ICT and Mathematics - S3: English Language, Visual Arts, P.E., H.E. and Music ◆ At least 50% of the works of students of each class found pleasing in quality ◆ At least 75% of respondents 	<ul style="list-style-type: none"> ◆ Meeting minutes of subject panels ◆ Student survey administered by teachers in charge of the project of each level 	<ul style="list-style-type: none"> ◆ Vice Principal (Cross-curriculum learning) ◆ Panel Heads concerned ◆ STEM Education Committee ◆ Teachers concerned 	<ul style="list-style-type: none"> ◆ Survey form

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
		feeling the project done has helped reinforce their habit of active learning			
e. Training students to be 'Little Teachers'	Whole year	<ul style="list-style-type: none"> ◆ S1- S5 Form-teachers and Assistant Form-teachers designing at least one seating plan each term arranging more able students to sit with less able students with reference to class positions provided ◆ Academic panels conducting / organizing at least one learning activity each term for S1-S5 students to act as 'Little Teachers' ◆ At least 50% of teachers concerned finding the general performance of most 'Little Teachers' satisfactory ◆ At least 50% of students feeling the scheme has helped reinforce their habit of active learning 	<ul style="list-style-type: none"> ◆ Meeting minutes of academic panels ◆ Teacher survey ◆ Student survey 	<ul style="list-style-type: none"> ◆ Vice Principals (Learning and Teaching) ◆ Form-teachers and Assistant Form-teachers concerned ◆ Heads of academic panels concerned ◆ Teachers of academic panels concerned 	<ul style="list-style-type: none"> ◆ Name list with class positions ◆ Survey forms
f. Organizing a campaign on	Second Term	<ul style="list-style-type: none"> ◆ At least 80% of teachers responsible for the campaign 	<ul style="list-style-type: none"> ◆ Teacher survey ◆ Student survey 	<ul style="list-style-type: none"> ◆ Moral and Civic Education Committee 	<ul style="list-style-type: none"> ◆ Survey forms

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environmental protection to polish students' active learning skills		<p>agreeing that most of the participants have demonstrated active learning skills</p> <ul style="list-style-type: none"> ◆ At least 50% of respondents agreeing that the campaign has polished their active learning skills 		<ul style="list-style-type: none"> ◆ Geography and Conservancy Society ◆ Form-teachers and Assistant Form-teachers concerned 	

Major Concern 2: Nurturing a caring culture

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
a. Arranging for S1 & S2 students to set relevant behavioural goals, select strategies to realize them and evaluate the success of the efforts made	Whole year	<ul style="list-style-type: none"> ◆ At least 75% of teachers agreeing that the majority of students have seriously made planning as well as interim and year-end evaluations of the success of the efforts made ◆ At least 75% of students agreeing that they have seriously made planning as well as interim and year-end evaluations of the success of the efforts made ◆ At least 75% of teachers / students agreeing that planning and evaluations done have helped students / themselves improve their behaviour 	<ul style="list-style-type: none"> ◆ Teachers' inspections and follow-up work ◆ Teacher survey ◆ Student survey 	<ul style="list-style-type: none"> ◆ Discipline Board ◆ Moral & Civic Education Committee ◆ Form-teachers and Assistant Form-teachers concerned 	<ul style="list-style-type: none"> ◆ Record form ◆ Survey forms
b. Holding class activities to promote inter-personal relationship	Whole year	<ul style="list-style-type: none"> ◆ Pleasing responses of students to activities held ◆ At least 70% of respondents thinking that activities held can help promote inter-personal relationship 	<ul style="list-style-type: none"> ◆ Teachers' observations ◆ Student survey 	<ul style="list-style-type: none"> ◆ Moral and Civic Education Committee ◆ Pupil Guidance Team 	<ul style="list-style-type: none"> ◆ Survey form

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
c. Organizing cross-level caring activities	Whole year	<ul style="list-style-type: none"> ◆ Pleasing responses of students to activities held ◆ At least 60% of respondents thinking that activities held can help promote a caring culture 	<ul style="list-style-type: none"> ◆ Teachers' observations ◆ Student survey 	<ul style="list-style-type: none"> ◆ Moral and Civic Education Committee ◆ Careers Team 	<ul style="list-style-type: none"> ◆ Survey form
d. Organizing and coordinating activities for students to help the disadvantaged	Whole year	<ul style="list-style-type: none"> ◆ Pleasing responses of students to activities held ◆ At least 60% of respondents of each activity accepting that the activity held has helped them understand more about the disadvantaged 	<ul style="list-style-type: none"> ◆ Teachers' observations ◆ Student survey 	<ul style="list-style-type: none"> ◆ Community Services ◆ Global Learning Committee ◆ Life-wide Learning Coordination Committee ◆ Liberal Studies Panel 	<ul style="list-style-type: none"> ◆ Survey form
e. Organizing a campaign on environmental protection	Whole year	<ul style="list-style-type: none"> ◆ Pleasing responses of students to the activity held ◆ At least 60% of respondents agreeing that the campaign has raised their environmental consciousness 	<ul style="list-style-type: none"> ◆ Teachers' observations ◆ Student survey 	<ul style="list-style-type: none"> ◆ Assistant Principal (Student Support) ◆ Moral and Civic Education Committee ◆ Geography and Conservancy Society ◆ Form-teachers and Assistant Form-teachers concerned 	<ul style="list-style-type: none"> ◆ Survey form

Major Concern 3: Building stronger ties with alumni

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
a. Allowing graduates to keep school google accounts	Whole year	<ul style="list-style-type: none"> ◆ The accounts used for communication between the School and graduates 	<ul style="list-style-type: none"> ◆ Teacher survey 	<ul style="list-style-type: none"> ◆ Vice Principal (School administration) ◆ All teachers 	<ul style="list-style-type: none"> ◆ Survey form
b. Compiling an alumni data bank	Whole year	<ul style="list-style-type: none"> ◆ Updated contact information of graduates collected through various means 	<ul style="list-style-type: none"> ◆ Record of information of graduates 	<ul style="list-style-type: none"> ◆ Vice Principal (School administration) ◆ Old Students' Association ◆ All teachers 	<ul style="list-style-type: none"> ◆ Data entry system
c. Trying to procure support needed from alumni	Whole year	<ul style="list-style-type: none"> ◆ Donations from alumni collected on different occasions and through various means to support the major initiatives of the School ◆ Suitable alumni invited to provide assistance to the organization of school activities and implementation of new initiatives or school policies 	<ul style="list-style-type: none"> ◆ Donation record ◆ Minutes of subject panels and functional committees concerned 	<ul style="list-style-type: none"> ◆ Heads of subject panels and functional committees concerned ◆ Teachers concerned ◆ School Office 	
d. Deploying more teachers to participate in alumni activities organized by the Old Students' Association	Whole year	<ul style="list-style-type: none"> ◆ At least 15 teachers with over 10 years' working experience in this school joining at least 1 such alumni activity ◆ Positive feedback from the Old Students' Association 	<ul style="list-style-type: none"> ◆ Teachers' attendance record ◆ Observation of the Old Students' Association 	<ul style="list-style-type: none"> ◆ Vice Principal (School administration) ◆ Teachers concerned 	

