Cheung Chuk Shan College Annual School Plan (2017 – 2018)

Major Concern 1: Nurturing an active learning culture among students

	Strategies / Tasks	Time		Success Criteria		Methods of		People		Resources
		Scale				Evaluation		Responsible		Required
a.	Reviewing teaching organization and process for school curriculum to facilitate adoption of new teaching strategies promoting active learning	Whole	•	Teaching organization and process for S3 school curricula reviewed	•	Meeting minutes of subject panels	*	Heads of subject panels Teachers of subject panels concerned		2304
b.	Incorporating more interactive elements in teaching	Whole year	*	Specific learning activities introduced by S3 teachers of subject panels to promote class interaction At least 80% of respondents agreeing that those activities promote class interaction	•	Programme plans of subject panels Subject-based questionnaires	* *	Assistant Principal (Learning & Teaching) Heads of subject panels Teachers of subject panels concerned	•	Revised subject-based questionnaires
c.	Holding learning activities provoking high order thinking	Whole year	•	Specific learning activities introduced by S3 teachers of subject panels to provoke high order thinking At least 80% of respondents agreeing that those activities provoke high order thinking	•	Programme plans of subject panels Subject-based questionnaires	* *	Assistant Principal (Learning & Teaching) Heads of subject panels Teachers of subject panels concerned	•	Revised subject-based questionnaires

	Strategies / Tasks	Time		Success Criteria		Methods of		People		Resources
		Scale				Evaluation		Responsible		Required
d.	Implementing	Whole	*	At least 25% of curricula of S1	•	Meeting minutes	•	IT in Education Working		
	schedule for using	year		& S2 Geography, Integrated		of subject panels		Group		
	e-Learning resources			Science & Mathematics, S3			•	Heads of subject panels		
	to increase class			Geography and ICT, S4 & S5				concerned		
	interaction set in			Chinese History, ICT & Liberal			•	Teachers of subject		
	Enhancing Schools'			Studies using iPAD mini and				panels concerned		
	WiFi Infrastructure			e-learning materials in						
	project			enhancing class interaction						
e.	Giving in class	Whole	*	At least 90% of respondents	•	Subject-based	•	Assistant Principal	•	Revised
	feedback which can	year		agreeing that their teachers in		questionnaires		(Learning & Teaching)		subject-based
	guide students to			general give feedback which			•	Heads of subject panels		questionnaires
	improve			can guide them to improve			•	Teachers of subject		
								panels concerned		
f.	Arranging course	Oct 2017	•	At least 70% of S1 respondents	•	Student survey	•	Assistant Principal	•	Capacity
	on note-making and	& Mar		finding the skills taught useful				(Learning & Teaching)		Enhancement
	deep learning	2018		for preparing notes from a			•	S1 Geography and Life		Grant
				source for revision				& Society teachers	•	Survey form
g.	Nurturing basic skills	First	•	Basic skills for handling subject	•	Minutes of panels	•	Assistant Principals	•	Form-teacher
	and attitude for	term		content taught in S1 lessons of		of academic	•	Heads of subject panels		Period
	active learning			academic subjects while		subjects and		concerned		materials
				attitude for active learning		functional	•	Moral and Civic	•	Survey forms
				promoted in S1 Form-teacher		committees		Education Committee		
				Periods		concerned	•	S1 teachers concerned		
			•	At least 80% of S1 respondents	•	Student survey				
				finding basic skills for handling	•	Teacher survey				
				subject content taught in						
				lessons useful and agreeing that						

	Strategies / Tasks	Time	Success Criteria	Methods of	People	Resources
		Scale		Evaluation	Responsible	Required
			Form-teacher Periods help them develop an attitude for active learning At least 50% of S1 teachers of academic subjects accepting that at least 80% of their students have developed basic skills for handling subject content and an attitude for active learning in general			
h.	Arranging for exchange student to help conduct lessons and take part in extra-curricular activities	Whole year	Ardent interaction between exchange student and other students in lessons and extra-curricular activities concerned in general	Observation of teachers concerned	 Global Learning Committee Subject teachers and teachers in charge of the activities concerned 	
i.	Displaying on campus English materials prepared by student bodies	Whole year	 At least 65% of respondents agreeing that English materials displayed help to provide more opportunities for learning English 	Student survey	 Promotion of English Speaking Group Life-wide Learning Coordination Committee Teachers in charge of student bodies 	Survey form

	Strategies / Tasks	Time		Success Criteria		Methods of		People		Resources
		Scale				Evaluation		Responsible		Required
j.	Providing opportunities for announcements to be made by selected students in English through different platforms	Whole year	•	At least 65% of respondents agreeing that announcements made help to provide more opportunities for learning English	•	Student survey	•	Promotion of English Speaking Group Teachers in charge of student bodies Campus TV Production Team	•	Survey form
k.	Reinforcing reading culture	Whole year	•	At least 70% of respondents feeling that reading lesson can stimulate their interest in reading At least 60% of respondents thinking that work done by School can stimulate their interest in reading Pleasing student response to reading activities organized	*	Teachers' observation Student survey	•	Reading Promotion Working Group Teachers in charge of the activities concerned	•	Survey form

Major Concern 2: Helping students develop life planning capability and qualities of future leaders

	Strategies / Tasks	Time		Success Criteria		Methods of		People		Resources
		Scale				Evaluation		Responsible		Required
a.	Organizing different	Whole	•	At least 95% of students in each	•	Teachers' feedback	*	Members concerned of	•	Self-reflection
	kinds of life planning	Year		S1 class setting personal goals	*	Teachers'		the Life-wide Learning		record
	activities to suit the			through self-reflection		observation		Coordination Committee	•	Survey form
	needs of different		•	Students participating actively	•	Student survey	•	Members concerned of		
	students			in the activities				the Careers Team		
			•	At least 85% of participants			*	Form-teachers		
				finding the activities useful in			*	External organizations		
				helping them plan their life				concerned		
b.	Providing information	Whole	•	At least 80% of teachers	•	Teacher survey	*	Careers Master	•	Admission
	about university	Year		agreeing that the information						requirements
	admission requirements			provided enriches their						booklet
	to teachers			knowledge on students'					•	Survey form
				opportunities for university						
				education						
c.	Strengthening teachers'	Whole	•	At least 3 teachers taking part	•	Attendance record	*	Careers Master		
	competence to offer	Year		in external seminars or courses		of teachers	•	Teachers concerned		
	guidance to students on			related to students' life planning						
	life planning									
d.	Organizing talks or	Whole	•	At least 85% of participants	•	Parent survey	•	Careers Master	•	Survey form
	workshops related to	Year		considering the activities useful			•	External organizations		
	students' life planning			in helping them guide their				concerned		
	for parents			children on life-planning						
				matters						

	Strategies / Tasks	Time		Success Criteria		Methods of		People		Resources
		Scale				Evaluation		Responsible		Required
e.	Fostering the selected	Whole	*	At least 65% of respondents	•	Student survey	*	Members concerned of	•	Form-teacher
	qualities of future	Year		considering the form-teacher				the Moral and Civic		period
	leaders through			periods useful in strengthening				Education Committee		materials
	form-teacher periods			the qualities			•	Form-teachers	*	Survey form
f.	Extending the	Nov 2017	•	At least 60% of participants	•	Student survey	•	Members concerned of	*	Survey form
	leadership training	& Feb		considering the training courses	•	Activity report		the Life-wide Learning		
	course to junior form	2018		useful in helping them develop				Coordination Committee		
	students			the qualities of future leaders						

Major Concern 3: Strengthening the teaching competence of teachers

	Strategies / Tasks	Time		Success Criteria		Methods of		People	Resources
		Scale				Evaluation		Responsible	Required
a.	Attending seminars, courses or visits on specific themes held by external bodies	Whole year	•	All middle managers and teachers not yet enrolling in seminars or courses on enhancing student learning through e-resources or mobile devices this school development cycle attending such seminars or courses At least 2 teachers in each Key Learning Domain (KLD) taking part in seminars, courses or visits on STEM-related or other specific themes	•	Attendance record of teachers	* *	Assistant Principal (Learning & Teaching) IT in Education Working Group STEM Education Committee Teachers concerned	
b.	Carrying out peer sharing sessions	Whole year	•	Subject panels carrying out at least 2 sharing sessions during panel meetings on learning activities introduced in S3 classes to make lessons interactive and provoke high order thinking Constructive feedback received from panel members joining sharing sessions	•	Meeting minutes of subject panels	* *	Assistant Principal (Learning & Teaching) Heads of subject panels Teachers of subject panels concerned	

	Strategies / Tasks	Time		Success Criteria		Methods of	People			Resources
		Scale				Evaluation		Responsible		Required
c.	Conducting focused	Whole	•	Focused lesson observations	•	Lesson observation	•	Principal and Assistant	•	Lesson
	lesson observations	year		conducted for teachers not		records		Principals		observation
	for professional			having undergone them this			•	Teachers concerned		form
	exchanges on specific			school development cycle and						
	themes			subsequent professional						
				exchanges on specific themes						
				carried out						