

Shatin Pui Ying College
Annual School Plan
2009/2010



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A. School Vision and Mission

1. Vision Statement

Together we strive to make life abundant
Hand in hand we witness to the Love of Christ

2. School Mission

Our school has 'holistic education' as its philosophy, with 'Faith, Hope, Love' as its motto. We are committed to the provision of a comprehensive range of quality education services which aims towards the moral, intellectual, physical, social, aesthetic and spiritual development of our students. We strive to nurture our students in physical fitness, self-discipline, responsibility, independent thinking, creativity, leadership and social skills. We also strive to develop in our students positive attitudes and Christian values. We believe they will thus grow up to be good citizens, involved in society and making a contribution to our nation.

B. Major Concerns

1. Continuing to highlight Values Education

- 1.1 Introduce "Theme of the Term" as focus to cultivate a set of virtues
- 1.2 Sponsor talks and school-based programmes and activities offered by external organizations to instill in students a positive attitude towards life
- 1.3 Promote Invitational Education
- 1.4 Organize talks, sharing sessions and other activities to cultivate a sense of national belonging
- 1.5 Organize Inter-class Self-discipline Competition and School Cleanliness Competition
- 1.6 Offer "Beautiful Life Scheme" for selected students
- 1.7 Organize training courses for class monitors/monitress and school prefects and equip them to be role models
- 1.8 Provide sex education with different foci

2. Effective Implementation of the New Academic Structure of Senior Secondary Education and developing a professional culture

- 2.1 Communicate with stakeholders school strategies on the NSS Academic Structure
- 2.2 Provide students with other learning experiences in the regular curriculum
- 2.3 Further develop Student Learning Profile
- 2.4 Organize talks in each form in which senior form students share their learning strategies
- 2.5 Equip students with a variety of study skills
- 2.6 Cater for learner diversity
- 2.7 Acquire support services from EDB to develop NSS curriculum and enhance professional development of teachers
- 2.8 Sponsor Staff Development Days
- 2.9 Enhance a culture of professional exchange among teachers
- 2.10 Encourage teachers to attend seminars, training courses and workshops organized by EDB or other organizations
- 2.11 Adopt a flexible time-tabling arrangement to provide students with access to elective subjects

3. Developing strong language capacities

- 3.1 Nurture reading habits among students
- 3.2 Participate in Quality School Improvement Programme offered by CUHK to enhance student interest and proficiency in English
- 3.3 Acquire school-based support services offered by EDB to enhance Chinese learning and teaching effectiveness, and develop critical thinking skills
- 3.4 Provide programmes and courses to enhance language ability
- 3.5 Strengthen language competence through extra-curricular activities
- 3.6 Enrich English environment

4. Optimum utilization of the Pui Ying Network and equipping students with an international outlook

- 4.1 Organize trips to Pui Ying Schools in other parts of the world
- 4.2 Exchange with other Pui Ying schools
- 4.3 Broaden student outlook through reading and sharing
- 4.4 Host talks and sharing sessions on global issues
- 4.5 Encourage students to broaden their horizons by participating in life-wide learning activities

C. Implementation Plan

1. Major Concern: Continuing to highlight Values Education

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1.1 Introduce “Theme of the Term” as focus to cultivate a set of virtues 1 st Term ~ Love Yourself, Respect Yourself 2 nd Term ~ Love Your Home, Love Your School	Year-round	Students reflecting on moral themes	➤ Student feedback ➤ Observation ➤ Evaluation meeting	All Committee Heads	
1.2 Sponsor talks, school-based programmes and activities offered by external organizations to instill in students a positive attitude towards life					
(a) Talks in the morning assembly (b) Talks in Day C or Day F assemblies	Year-round	➤ Positive attitudes instilled in students ➤ Students show positive behaviours	➤ Student response ➤ Observation	Lee Man Yin, Head of Student Guidance Committee	
(c) A trip to Baiwan (情繫白灣)	1/2009 – 5/2010	➤ Students showing reflection on the trip ➤ Students giving response seriously	➤ Student feedback ➤ Observation ➤ Evaluation meeting	Tsoi Lam, Member of Student Guidance Committee	
(d) A programme named “People Come and Go” (有「傘」有聚) Target: S5 and S7 students	February 2009	➤ Attendees exceeding 100 ➤ Students holding fond memories of school life	➤ Student response ➤ Verbal survey	Lee Kwok Yan, Member of Student Guidance Committee	
(e) A survey of S4 to S7 students on “Coping with Stress”, and a workshop on “How to Cope with Stress and not be in denial” for students in need of stress relief service	11/2009 – 3/2010	Students becoming more able to deal with stress	➤ Student response ➤ Questionnaires	Lai Chi Keung, Member of Student Guidance Committee	

Strategies / Tasks		Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
(f)	Class-teacher periods with theme-based programmes are to be introduced: S1 - 2 ~ P.A.T.H.S. to Adulthood (共創成長路) S4 ~ ICAN	Year-round	<ul style="list-style-type: none"> ➤ Positive attitudes instilled in students ➤ Students show positive behaviours, love themselves as well as others 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Observation ➤ Evaluation meeting 	Lee Man Yin, Head of Student Guidance Committee Class teachers of S1, S2 & S4	
1.3 Promote Invitational Education						
(a)	Rite of Youth and Passing the Baton	11/2009 & 2/2010	<ul style="list-style-type: none"> ➤ Positive attitudes instilled in students ➤ Students show positive behaviours 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Teacher feedback ➤ Parent feedback ➤ Observation 	Members of Invitational Education Team	
(b)	Talent Quests for each form	Year-round	<ul style="list-style-type: none"> ➤ Student potential realized ➤ Students holding fond memories of school life 	<ul style="list-style-type: none"> ➤ Student response ➤ Observation 	But Lin, Head of Invitational Team Class teachers	
(c)	Flying Eagle Award Scheme		<ul style="list-style-type: none"> ➤ Student active participation ➤ Student achievement recognized 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Observation 	Lee Kwok Yan, Head of Award Scheme Team	
(d)	Award students with good conduct	Year-round	<ul style="list-style-type: none"> ➤ Student awareness of need to behave properly raised ➤ Harmonious school environment created 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Teacher feedback ➤ Observation 	Tsang Shan Shan, Vice-principal Kwan Hou Sin, Head of Discipline Committee Teachers concerned	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1.4 Organize talks, sharing sessions and other activities to cultivate a sense of national belonging					
(a) Sharing session on the study tour to the Mainland	10/2009 – 11/2009	<ul style="list-style-type: none"> ➤ Student knowledge of homeland enhanced ➤ Student sense of national belonging raised 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Observation 	Chau Kam Cheong, Head of Civic Education Committee Chen Tak Nam, Teacher-in-charge of the study tours	
(b) Sharing sessions on today's PRC	10/2009			Leung Kin On, Moon Yuk Tai, Members of Civic Education Committee	
(c) Talk on the development of our nation since the founding of the PRC	11/2009				
(d) Talk on challenges and opportunities facing today's PRC	4/2009				
(e) A trip to the Mainland	1/2012				
(f) Nominate students to join China events offered by other organizations	Year-round			Chau Kam Cheong, Head of Civic Education Committee	
1.5 Organize Inter-class Self-discipline Competition and School Cleanliness Competition	November 2009 & March 2010	Awareness of keeping school campus clean raised	<ul style="list-style-type: none"> ➤ Student feedback ➤ Teacher feedback ➤ Observation 	Kwan Hou Sin, Head of Discipline Committee Chau Kam Cheong, Head of Civic Education Committee	

Strategies / Tasks		Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1.6	Offer "Beautiful Life Scheme" for selected students	Year-round	<ul style="list-style-type: none"> ➤ Positive attitudes instilled in students ➤ Students show positive behaviours 		Kwan Hou Sin Head of Discipline Committee Chow Sui San, School Social Worker Teacher volunteers	
1.7	Organize training courses for class monitors and school prefects and equip them to be role models in school		<ul style="list-style-type: none"> ➤ Monitors and prefects actively as role models ➤ Monitors and prefects carrying out duties actively 	<ul style="list-style-type: none"> ➤ Teacher feedback ➤ Observation 	Kwan Hou Sin Head of Discipline Committee Chan Kim Ching, Cheng Wai Chung, Yau Man Wai Members of Discipline Committee Chow Sui San, School Social worker	
1.8	Provide sex education under different themes		<ul style="list-style-type: none"> ➤ Students seriously exploring issues of getting along with the opposite sex ➤ Students acquiring positive attitude towards love ➤ Students becoming aware of the responsibilities of love 	<ul style="list-style-type: none"> ➤ Questionnaires ➤ Observation ➤ Evaluation meeting 	Lai Chi Keung, Ip Kwok Fan, Members of Student Guidance Committee Chow Sui San, School Social Worker	

2. Major Concern: Effective implementation of the New Academic Structure of Senior Secondary Education and developing a professional culture

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
2.1 Communicate with stakeholders school strategies on the NSS Academic Structure			➤		Resources from EDB
(a) Talks to students	Year-round	Awareness & support of stakeholders	➤ Student feedback ➤ Parent feedback ➤ Teacher feedback ➤ Observation	Yau Oi Yuen, Principal Chan Lai Fan, Tsang Shan Shan, Vice-principals	
(b) S1-4 Parents' Meets	Oct 2009 (S1-3) Feb 2010 (S4)				
(c) Regular briefings to teachers during staff meetings	Year-round				
(d) Briefings to Directors of School Board					
2.2 Adopt a flexible time-tabling arrangement to provide students with access to different elective subjects	July - September 2009	Students getting great varieties of choices in subject selection	➤ Student feedback ➤ Teacher feedback	Chan Lai Fan, Tsang Shan Shan, Vice-principals, Mak Ka Man, Head of Time-tabling Team	
2.3 Provide students with essential other learning experiences in regular curriculum					
(a) Inculcate moral and civic education in morning assemblies, class-teacher periods and assemblies	Year-round	➤ Sufficient other learning experiences provided ➤ Student horizon broaden	➤ Student feedback ➤ Teacher feedback ➤ Evaluation meetings	Chan Lai Fan, Tsang Shan Shan, Vice-principals, Tsoi Yiu Chung, Life-wide Learning Committee Class-teachers Teachers concerned	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
(b) Promote arts education through the introduction of drama lessons in S4	Year-round	<ul style="list-style-type: none"> ➤ Student interest in drama raised ➤ Student presentation skills enhanced 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Evaluation meetings 	So Dick Fai, Drama teacher	
(c) Participate in School Culture Day Scheme 2009-10 and Arts Experience Scheme for Senior Secondary Students 2009-10		<ul style="list-style-type: none"> ➤ Student cultural literacy enhanced ➤ Student exposed to various arts experiences 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Teacher feedback ➤ Observation 	So Dick Fai, Teacher-in-charge of School Culture Day Scheme 2009-10 and Arts Experience Scheme for Senior Secondary Students 2009-10	
2.4 Further develop Student Learning Profile	Year-round	Student academic and non-academic achievements systematically recorded	<ul style="list-style-type: none"> ➤ Records of Student Learning Profile ➤ Teacher feedback ➤ Student feedback 	Mak Ka Man, Member of Academic Committee Tsoi Yiu Chung, Head of Life-wide Learning Committee	
2.5 Organize talks for each form in which senior students share their learning strategies	1 st Term	<ul style="list-style-type: none"> ➤ Student learning skills enhanced ➤ Student showing positive attitudes towards studies 	<ul style="list-style-type: none"> ➤ Student performance ➤ Teacher feedback 	Form coordinators of Academic Committee	
2.6 Equip students with a variety of study skills	Year-round			All teachers	
2.7 Cater for learner diversity		Student individual needs catered			

Strategies / Tasks		Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
2.8	Acquire support services from EDB to develop NSS curriculum and enhance professional development of teachers	Year-round	<ul style="list-style-type: none"> ➤ NSS materials prepared ➤ Teacher professionalism enhanced 	Teacher feedback	Chan Lai Fan, Tsang Shan Shan, Vice-principals Lui Mo Wah, Lo Yin Chau, Panel Heads of English Language Chow Chun Fai, Panel Head of Liberal Studies	
2.9	Sponsor Staff Development Days	8/2009, 9/2009 & 12/2009	<ul style="list-style-type: none"> ➤ Teaching skills enhanced ➤ Teaching effectiveness achieved 	<ul style="list-style-type: none"> ➤ Observation ➤ Questionnaires 	Lee Man Yin, Ho Yee Ki, Members of Staff Development Team	
2.10	Enhance a culture of professional exchange among teachers	Year-round		Teacher feedback	Panel Heads	
2.11	Encourage teachers to attend seminars, training courses and workshops organized by EDB or other organizations				Yau Oi Yuen, Principal Chan Lai Fan, Tsang Shan Shan, Vice-principals Panel & Committee Heads	

3. Major Concern: Developing strong language capacities

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
3.1 Nurture reading habits among students			➤		
(a) Reading Time	Year-round (20 minutes before the sixth lesson)	<ul style="list-style-type: none"> ➤ Student interest in reading Chinese and English books being developed ➤ Student reading habit nurtured 	<ul style="list-style-type: none"> ➤ Teacher feedback ➤ Student feedback ➤ Observation 	Au Sui Mei, Lui Mo Wah, Members of Academic Committee	
(b) Reading schemes offered by the library, subject panels and external organizations	Year-round	<ul style="list-style-type: none"> ➤ Students showing interest in reading ➤ Students able to read extensively on their own 	<ul style="list-style-type: none"> ➤ Reading records ➤ Student participation ➤ Quality of book reports ➤ Student performance in oral presentation 	Au Sui Mei, Panel Head of Chinese Language Lui Mo Wah, Panel Head of English Language Chow Yuet Ming, Teacher Librarian Panel Heads Teachers concerned	
(c) Newspaper subscription		Magazines subscribed	Subscription records	Chow Yuet Ming, Teacher Librarian Teachers concerned	
(d) Book Fair in the school		Students showing interest in reading	<ul style="list-style-type: none"> ➤ Student feedback ➤ Teacher feedback ➤ Observation 	Chow Yuet Ming, Teacher Librarian	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
(e) Encourage students to join related activities offered by external organizations	Year-round	Students showing interest in reading	Student feedback	Chow Yuet Ming, Teacher Librarian Teachers concerned	
3.2 Participate in Quality School Improvement Programme offered by CUHK to enhance student interest and proficiency in English		<ul style="list-style-type: none"> ➤ Student English proficiency raised ➤ Student interest enhanced 	<ul style="list-style-type: none"> ➤ Student performance ➤ Teacher feedback ➤ Observation 	Lui Mo Wah, Panel Head of English Language	
3.3 Acquire school-based support services offered by EDB to enhance Chinese learning and teaching effectiveness, and develop critical thinking skills		<ul style="list-style-type: none"> ➤ Chinese learning and teaching effectiveness raised ➤ Student critical thinking skills enhanced 		Au Sui Mei, Panel Head of Chinese Language Chen Tak Nam, Form Coordinator of Chinese Language	
3.4 Provide programmes and courses to enhance language ability					
(a) 5-day English summer course for S1 newcomers	7/2010 – 8/2010	Student English proficiency enhanced	<ul style="list-style-type: none"> ➤ Student performance ➤ Tutor feedback ➤ Observation 	Lo Yin Chau, Panel Head of English Language (S1-3) Yau Man Wai, Head of Home-School Cooperation Committee	
(b) Bridging programme for S1 newcomers	8/2010	Smooth transition for P.6 to S1	<ul style="list-style-type: none"> ➤ Student performance ➤ Teacher feedback ➤ Observation 	All S1 English teachers	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
(c) English tutorial classes after school	Year-round	Student English proficiency enhanced	<ul style="list-style-type: none"> ➤ Student performance ➤ Teacher feedback ➤ Observation 	English teachers concerned	
(d) English enhancement courses on Saturdays		<ul style="list-style-type: none"> ➤ Student performance ➤ Tutor feedback ➤ Observation 	Lui Mo Wah, Panel Head of English Language Tutors from external organizations		
(e) Joint school English oral practice for S4-5 & 7		Students equipped with better oral skills	<ul style="list-style-type: none"> ➤ Student performance ➤ Observation 	Yau Man Wai, Form Coordinator of English Language	
(f) English phonetics courses		<ul style="list-style-type: none"> ➤ Student pronunciation improved ➤ Student phonetic knowledge increased 	Lo Yin Chau, Panel Head of English Language (S1-3) Tutors from external organizations		
(g) English public speaking courses		<ul style="list-style-type: none"> ➤ Student pronunciation improved ➤ Student presentation skills and confidence enhanced 	Lui Mo Wah, Panel Head of English Language English teachers concerned		
(h) Summer Overseas Immersion Study Tour (3 weeks)		7/2010 – 8/2010	<ul style="list-style-type: none"> ➤ Student English proficiency raised ➤ Student interest enhanced 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Observation 	English teacher concerned

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
(i) Summer English Day Camp for S1-3 (3 weeks)	7/2010 – 8/2010	<ul style="list-style-type: none"> ➤ Student English proficiency raised ➤ Student interest enhanced 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Tutor feedback ➤ Observation 	Lo Yin Chau, Panel Head of English Language (S1-3) English teacher concerned Native-speaking English tutors from Canada	
(j) Chinese writing classes offered by writers	Year-round	Student Chinese writing skills enhanced	<ul style="list-style-type: none"> ➤ Student performance ➤ Tutor feedback ➤ Observation 	Au Sui Mei, Panel Head of Chinese Language	
(k) Inter-school Chinese oral practice for S5		Students equipped with better oral skills	<ul style="list-style-type: none"> ➤ Student performance ➤ Observation 		
(l) Chinese public speaking course		<ul style="list-style-type: none"> ➤ Students equipped with better oral skills ➤ Student presentation skills and confidence enhanced 			
(m) Putonghua broadcasts in morning assemblies	Once for each term	Student interest in Putonghua enhanced	<ul style="list-style-type: none"> ➤ Student feedback ➤ Observation 	Tsoi Lam, Panel Head of Putonghua	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
3.5 Strengthen language competence through extra-curricular activities					
(a) S1 and P6 English Fun Camp	10/2009 – 11/2009	<ul style="list-style-type: none"> ➤ Student English proficiency raised ➤ Student presentation skills and confidence enhanced ➤ Students taking active leading roles ➤ P.6 students enjoying the camp 	<ul style="list-style-type: none"> ➤ Student performance ➤ Teacher feedback ➤ Observation 	Lo Yin Chau, Panel Head of English Language (S1-3) English teachers concerned	
(b) English Corner	Year-round	Student interest in English raised		Chan Fung Kee, English teacher Timothy Thistle, Native-speaking English teacher	
(c) English Week	1/2010		<ul style="list-style-type: none"> ➤ Student feedback 	All English teachers	
(d) Austrian Day and film show		<ul style="list-style-type: none"> ➤ Student interest in English raised ➤ Student knowledge of Western culture enhanced 	<ul style="list-style-type: none"> ➤ Teacher feedback ➤ Observation 	Yau Man Wai, Teacher-in-charge of English Society Elisabeth Loudon, Exchange student	
(e) English Debate Society	Year-round	<ul style="list-style-type: none"> ➤ Student English proficiency raised ➤ Student presentation skills and confidence enhanced 		So Oi Yin, Chan Man Ho, Teachers-in-charge of English Debate Society	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
(f) On-line Chinese writing through PYCnet	Year-round	<ul style="list-style-type: none"> ➤ Student interest in writing raised ➤ Student writing skills enhanced 	<ul style="list-style-type: none"> ➤ Student performance ➤ Observation 	Lie Sau Lai, Form Coordinator of Chinese Language	
(g) On-line Chinese exercises and competitions in PYCnet: S1 ~ “查字典練習及比賽”, “字形辨識練習” S2 ~ “成語練習” S3 ~ “簡化字練習”		<ul style="list-style-type: none"> ➤ Student interest raised ➤ Student Chinese proficiency enhanced 			Au Sui Mei, Panel Head of Chinese Language
(h) Language activities offered by Chinese Society		Student interest raised	<ul style="list-style-type: none"> ➤ Student feedback ➤ Teacher feedback ➤ Observation 	Tsoi Lam, Teacher-in-charge of Chinese Society	
(i) Putonghua Corner				Lam Lai Shan, Hui Man King, Teachers-in-charge of Putonghua Corner	
(j) Participate in language activities and competitions offered by external organizations		Student interest in Chinese and English enhanced	<ul style="list-style-type: none"> ➤ Student performance ➤ Records of student participation 	Language teachers concerned	
3.6 Enrich English environment			➤		
(a) Appoint English buddies to create an English-rich classroom	Year-round	Students showing interest in the programme	<ul style="list-style-type: none"> ➤ Student feedback ➤ Teacher feedback ➤ Observation 	All English teachers	
(b) Use English to promote activities via announcements, notices and posters		Students able to promote activities in English			All teachers

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
(c) Sponsor English Days	Year-round (Every Monday)	Students willing to speak English and with confidence	<ul style="list-style-type: none"> ➤ Student feedback ➤ Teacher feedback ➤ Observation 	All teachers	
(d) Post English materials and famous quotes on the bulletin board of each classroom and along the corridor of each floor	Year-round	Students showing interest in English		Lui Mo Wah, Panel Head of English Language	

4. Major Concern: Optimum utilization of the Pui Ying Network and equipping students with an international outlook

Strategies / Tasks		Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
4.1	Organize trips to Pui Ying Schools in other parts of the world	4/2010 & 7-8/2010	Sense of belonging to Pui Ying family enhanced	<ul style="list-style-type: none"> ➤ Student feedback ➤ Parent feedback 	Yau Oi Yuen, Principal	
4.2	Exchange with other Pui Ying schools	Year-round	Sense of belonging to Pui Ying family enhanced	<ul style="list-style-type: none"> ➤ Teacher feedback ➤ Observation 	Teachers concerned	
4.3	Broaden student outlook through reading and sharing		<ul style="list-style-type: none"> ➤ Student outlook broadened 	<ul style="list-style-type: none"> ➤ Student feedback ➤ Observation 	Chu Pui Ni, Teacher-in-charge of Current Affairs Society	
4.4	Host talks and sharing sessions on global issues		<ul style="list-style-type: none"> ➤ Critical thinking developed 		Teachers concerned	
4.5	Encourage students to broaden their horizons by participating in life-wide learning activities					

E. School Finance

1 Capacity Enhancement Grant

A. Allocation of the Resources

1.	Employing one support teacher	\$	262,560.00
2.	Employing three full-time and one part-time teaching and administrative assistants	\$	380,559.00
3.	Employer's contributions to Mandatory Provident Fund for teacher and support staff	\$	31,027.95
Total:		\$	674,146.95
	Provisional Allocation from the EDB	\$	458,927.00
	Deficit	(\$	215,219.95)

Deficit will be covered by the surplus of the General Domain under the OEBG

B. Rationale and Details of Plans

1. Employing one support teacher
One teacher is employed to take up S4 Physics, S1 Mathematics, S1 and S3 Information Technology lessons.
2. Employing three full-time and one part-time teaching and administrative assistants
 - providing secretarial service.
 - providing administrative support.
 - assisting teachers to organize school activities.
 - assisting teachers to prepare teaching materials.
 - conducting tutorial lessons.

- issuing school memoranda to students / parents.

The plan aims at:

- fostering creativity, self-confidence, presentation and observation skills among students.
- arousing student interest in a variety of learning areas.
- equipping students with different learning and thinking skills.
- relieving the regular teachers' workload so that they can concentrate on curriculum development towards different needs of students.

C. Evaluation

1. Collect feedback from teachers to see whether these measures indeed lessen their workload;
2. Collect feedback from teachers on the activities held throughout the year and review the performance of the students concerned;
3. Review student academic performance; and
4. Review and revise plans made in Staff Meetings at the end of current school year or at the start of next school year.

2 Teacher Professional Preparation Grant

A. Allocation of the Resources

1. Employing one part-time teacher	\$	27,480.00
2. Employer's contributions to Mandatory Provident Fund for teacher	\$	1,374.00
Total:		\$ 28,854.00
Surplus b/f from previous year	\$	27,535.25
Deficit for the year	(\$	1,318.75)

Deficit will be covered by the surplus of the General Domain under the OEBG.

B. Rationale and Details of Plan

1. One part-time teacher will be employed to take up one-seventh of the total workload of a full-time teacher. Teachers can be allowed to attend training courses in relation to NSS Curriculum. Workloads of teachers can also be relieved to facilitate professional development.

C. Evaluation

1. Collect feedback from teachers and students on the NSS curriculum concerned;
2. Review the records on teachers' professional development; and
3. Review plans made in Staff Meetings at the end of current school year or at the start of next school year.

3 New Senior Secondary Curriculum Migration Grant

- Purchase of reference books and teaching materials in relation to the NSS curriculum budgeting to the sum of \$50,000.00.
- Purchase of Search Engine "WiseNews" budgeting to \$10,000.00 to provide students resources from different issues of newspapers, magazines, journals etc.
- Conversion works and purchase of furniture for Art Room budgeting to the sum of \$230,000.00 for migration to the NSS Curriculum.
- All budgeted expenditure will be paid out from the surplus with the amount of \$295,066.00 brought forward from the previous year. The remaining surplus can be used up to the end of 2011/12 school year.

4 School-based After-school Learning and Support Programmes

A. Allocation of the Resources to Grant Beneficiaries#

1	Conducting tutorial classes and enhancement classes	\$	30,000.00
2	Subsidies to attend after-school interest groups and activities	\$	40,000.00
Total:		\$	70,000.00
	Provisional Allocation from the EDB	\$	40,000.00
	Surplus b/f from previous year	\$	40,607.70
	Surplus for the year	\$	10,607.70

Grant beneficiaries refer to target students in receipt of CSSA / SFAA full grant and 10% of the places for other disadvantaged students identified by school.

B. Rationale and Details of Plan

- helping and enhancing students with different abilities in learning the subjects;
- enabling students more opportunities to widen and broaden their views; and
- enhancing self-esteem of students.

B. Evaluation

- Review the student performance in tests and examinations.
- Collect feedback from teachers and students concerned.

5 Enhanced Senior Secondary Curriculum Support Grant

A. Allocation of the Resources

1	Employing 2.5 Support Teachers	\$	789,564.00
2	Employer's contributions to Mandatory Provident Fund for teachers	\$	34,130.40
Total:		\$	823,694.40
	Provisional Allocation from the EDB	\$	421,140.00
	Surplus b/f from previous year	\$	421,140.00
	Surplus for the year	\$	18,585.60

B. Rationale and Details of Plan

- One full-time support teacher will be employed to take up S2 English Language, S7 Use of English and S2 Liberal Studies.
- One support teacher, whose workload is equivalent to 0.8 of the total workload of a full-time teacher will be employed to take up S1, S3, S5 English Language and S3 Liberal Studies.
- One support teacher, whose workload is equivalent to 0.7 of the total workload of a full-time teacher will be employed to take up S6 and S7 Use of English.

The plan aims at:

- facilitating the implementation of NSS curriculum;
- allowing school to handle more effectively the associated workload during the years when the old and new academic structure operate concurrently.

C. Evaluation

- Collect feedback from teachers.
- Review and revise plans made in Staff Meetings at the end of current school year or at the start of next school year.