

Shun Lee Catholic Secondary School

Annual School Plan 2020/21



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School Mission

The School is dedicated to providing a positive learning environment in which students understand the truth of the Gospel and experience the love of Christ. It is where students learn to integrate Christian faith with Chinese culture and life for holistic personal development.

We believe that students are unique individuals possessing distinctive gifts and talents. We thus commit ourselves to helping students develop their potential to the fullest and become independent learners capable of mastering self-learning skills, with emphasis on fostering positive attitudes towards life.

We devote ourselves to educating students to become responsible citizens who are eager and competent to make contributions to society, and to encourage them to carry on the best of Chinese culture.

Major Concerns for 2018/19 – 2020/21

1. Enhancing Learning Effectiveness
2. Strengthening Catholic Education Core Values
3. Nurturing Students into Competent Shunleers

Major Concern 1: Enhancing Learning Effectiveness

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
1. Strengthening students' learning strategies	<ul style="list-style-type: none"> ✧ Subjects continue to incorporate the desired learning strategies into subject-based programme plans as their annual major concern ✧ Teachers provide ample opportunities for students to practise the desired subject – specific strategies in classroom learning, assignment and assessment tasks ✧ Teachers discuss and constantly review the implementation of learning strategies in collaborative lesson preparation and panel meetings ✧ Teachers demonstrate how they equip students with learning strategies during lesson observation 	<ul style="list-style-type: none"> ✧ Both teachers and students are able to develop a habit of implementing learning strategies as a regular practice in classroom, assignment and assessment tasks for quality teaching and effective learning ✧ Students are able to use the strategies necessary for task completion in assignment and assessment tasks 	<ul style="list-style-type: none"> ✧ Assignment packages submitted by subjects ✧ L&T evaluation questionnaire ✧ Lesson observation ✧ Subjects' evaluation 	2020-21	Wong LY & Wong MC	<ul style="list-style-type: none"> ✧ Staff Development Programme ✧ Support from 1 teaching assistant ✧ Common slot in time-table for lesson preparation for some subjects

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
	<ul style="list-style-type: none"> ✧ Provide staff development programmes or experience sharing among subjects on how to equip students with effective learning strategies 					
<p>2. Strengthening assessment literacy</p>	<ul style="list-style-type: none"> ✧ Subject Heads monitor the linkage between teaching, assignment and assessment to help students consolidate their learning and bridge them for assessments ✧ Subject Heads make use of assessment data to inform curriculum planning and implementation ✧ Teachers cover a diversified range of competencies in assessment (level of difficulty, spiral progression in terms of question type, skills, knowledge) ✧ Provide development programmes for Subject Heads on assessment literacy, lesson observation 	<ul style="list-style-type: none"> ✧ Teachers are able to bridge students for assessment through appropriately–designed assignment tasks ✧ Teachers are able to analyze students’ strengths and weaknesses in learning from the assessment data, and then adjust the learning and teaching strategies for improving curriculum planning and implementation ✧ Teachers become more aware of providing meaningful feedback to enrich students’ learning 	<ul style="list-style-type: none"> ✧ Assignment Inspection ✧ L&T evaluation questionnaire ✧ Lesson observation ✧ Subjects’ evaluation 	2020-2021	Wong LY	<ul style="list-style-type: none"> ✧ Support from 1 teaching assistant

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
	and assignment inspection ✧ Promote experience sharing among teachers on how to provide quality feedback to enrich students' learning					
3. Joining a school improvement project entitled "Smarter Education" administered by Hong Kong Policy Research Institute to enhance online learning and teaching	The project aims to strengthen ✧ School management's capacity in tackling the uncertainties amid class suspension; ✧ Teachers' capacity to (i) enhance students' online learning effectiveness; and (ii) cater for learners' diversity in online learning; <u>School Management</u> The school joins the school leader community among participating schools to share experiences in school planning amid suspension	✧ The school is able to widen its network by establishing ties with other schools and enterprises for the following: (i) Teachers' professional development opportunities (ii) Student development opportunities (iii) Further school development ✧ Middle managers and curriculum leaders are able to develop more strategies in online learning and blended learning through professional exchange with	✧ L&T evaluation questionnaire ✧ Lesson observation ✧ Subjects' evaluation	2020-2022	Wong LY	✧ Support from 1 teaching assistant

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
	<p><u>Teachers' Capacity</u> Subject teachers (English and Science) join the learning communities among participating schools to exchange strategies in enhancing the effectiveness of online learning; and to observe lessons conducted by other schools.</p>	<p>other schools</p>				

Major Concern 2: Strengthening Catholic Education core values

Tasks	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
1. Teachers and students share the values of life, family, justice, love and truth	<ul style="list-style-type: none"> ✧ Strengthen Catholic Education core values with the focus on one particular value in each academic year (2020-21: Family) 	<ul style="list-style-type: none"> ✧ 75% or above of students understand and become aware of the target core value 	<ul style="list-style-type: none"> ✧ Teacher observation ✧ Survey results 	2020-2021	Chan HL Koong TM Leung CY	<ul style="list-style-type: none"> ✧ Support from Student Development Assistant and Pastoral Worker
	<ul style="list-style-type: none"> ✧ Teachers incorporate values in their lessons, activities and programmes 	<ul style="list-style-type: none"> ✧ Appropriate behaviour of students can be observed in different activities and programmes 	<ul style="list-style-type: none"> ✧ Teacher observation ✧ Survey results 	2020-2021	Chan HL Koong TM	<ul style="list-style-type: none"> ✧ Support from teaching assistant
	<ul style="list-style-type: none"> ✧ Emphasize community services resembling the Servant of God 	<ul style="list-style-type: none"> ✧ 75% of students show concern to the society and the world. ✧ Students are ready and willing to serve the needy. 	<ul style="list-style-type: none"> ✧ Survey results ✧ Teacher observation 	2020-2021	Koong TM Chan HL Leung CY	<ul style="list-style-type: none"> ✧ NGO
2. Foster students' positive attitude	<ul style="list-style-type: none"> ✧ Enhance mental health programmes for the better well-being of students 	<ul style="list-style-type: none"> ✧ 75% of students are aware of the importance of positive thinking ✧ Students understand different methods to relieve stress 	<ul style="list-style-type: none"> ✧ Teacher observation ✧ Survey results ✧ Assessment tools 	2020-2021	Liu PS Koong TM	<ul style="list-style-type: none"> ✧ Support from Student Development Assistant ✧ Social Workers ✧ NGO

Tasks	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
	<ul style="list-style-type: none"> ✧ Tap resources from external organizations to organize different programmes for students 	<ul style="list-style-type: none"> ✧ A rise in the number of programmes collaborating with external organizations ✧ 75% of the participating students give positive feedback 	<ul style="list-style-type: none"> ✧ Number of the programmes ✧ Survey results 	2020-2021	Liu PS Chan KP	<ul style="list-style-type: none"> ✧ Social Workers ✧ NGO
3. Teachers and parents show more awareness of the Catholic Education core values and put them in practice accordingly	<ul style="list-style-type: none"> ✧ Deepen teachers' understanding of the Catholic Education core values and Catholic social teaching through professional development 	<ul style="list-style-type: none"> ✧ 70% or above teachers have better understanding and awareness of the Catholic Education core values 	<ul style="list-style-type: none"> ✧ Teachers' Feedback ✧ Survey results 	2020-2021	Koong TM Leung CY	<ul style="list-style-type: none"> ✧ Support from Pastoral Worker
	<ul style="list-style-type: none"> ✧ Arrange parent education programmes to enhance Catholic Education core values 	<ul style="list-style-type: none"> ✧ 70% or above of the participating rate in the seminars ✧ Parents show more awareness of the Catholic Education core values 	<ul style="list-style-type: none"> ✧ Number of participants ✧ Parents' Feedback ✧ Survey results 	2020-2021	Chan HL Leung CY	<ul style="list-style-type: none"> ✧ Support from Pastoral Worker ✧ NGO

Major Concern 3: Nurturing Students into competent Shunleers

Target	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge	Resources Required
1. Enhancing the current ECA system	✧ Reallocate the teacher advisors of activities	✧ Teacher advisors are evenly allocated in different activities	✧ Teacher observation	2020-2021	Yip PH	✧ Clerical Support
2. Developing Students' Competence	✧ Provide sufficient time for organization of and participation in activities by arranging Activity Days	✧ Students show improvement in communication, activity planning and execution skills	✧ Teacher observation ✧ Survey results	2020-2021	Yip PH	✧ Clerical Support
	✧ Monitor students' attendance rate in activities	✧ Attendance of club members	✧ Attendance rate	2020-2021	Yip PH	✧ Support from teaching assistant
	✧ Revise various activities and programmes to unleash students' leadership potential and strengthen students' confidence	✧ Students become reflective and aware of their own potential, weaknesses and responsibilities	✧ Teacher observation ✧ Survey results	2020-2021	Yip PH	✧ Clerical Support
	✧ Tap resources from external organizations to provide more opportunities to cater for students with different competence	✧ Students show more leadership qualities and skills	✧ Teacher observation	2020-2021	Yip PH	✧ Clerical Support

Appendix I : Plan on Use of Capacity Enhancement Grant

Year : 2020/21

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resource Required	Performance Indicators	Assessment Mechanism	Person-in-charge
Enhancing the learning and teaching of Chinese Language	Enhancing students' Chinese Language proficiency	To employ 1.4 Chinese Language teachers	Students will develop greater confidence and show better performance in Chinese Language	1.4 teachers will be employed for the whole academic year	Salary & MPF of the teachers: \$800,000	<ul style="list-style-type: none"> ✧ Students' greater confidence in the language and better performance in assessments in both subjects 	Students' performance in internal assessments and public exam	Wong LY
Self-evaluation and Planning of Subjects and Committees	Meeting the needs of self-evaluation and planning	To employ 12 part-time invigilators to take up some invigilation duties of teachers	Teachers can spare more time for self-evaluation and planning for new academic year	Evaluation and development meetings can be arranged in Final Examination period	Salary of part-time invigilators: \$28,800	<ul style="list-style-type: none"> ✧ Punctuality of the self-evaluation reports and programme plans ✧ Quality of the self-evaluation reports and programme plans 	Questionnaires to teachers to assess their workload on evaluation and planning	Mui HY

Enhancing students' religious and spiritual development	Enriching students' religious experiences	To employ a part-time pastoral care worker to organize religious activities	Students will have more exposure to different religious and spiritual activities	Religious and spiritual activities will be arranged after-school and during school assemblies	Salary & MPF of pastoral care worker : \$160,000	✧ Active participation of students in religious and spiritual activities	Students' development in affective domain in APASO	Leung CY
Enhancing the administration work of Language Subjects	Providing support to English Language and Chinese Language	To employ 2 teaching assistants to take up the administration and clerical work and provide enrichment lessons for senior secondary students who drop elective subjects	Teachers can receive sufficient clerical and teaching support Senior secondary students can receive learning support in their core subjects	1 teaching assistant will be employed respectively for English and Chinese Language for the whole academic year	Salary & MPF of the teaching assistant: \$430,000	✧ Reduction in time spent on clerical and administration duties	Teacher workload survey	Wong LY

TOTAL = \$1,418,800

Appendix II :

**Shun Lee Catholic Secondary School
Life-wide Learning Grant
Plan on the Use of the Grant
2020-2021 School Year**

Declaration: We understand clearly the principles on the use of the Life-wide Learning Grant and, after consulting teachers on the allocation of the resources, plan to deploy the Grant for promoting the following items.

Groups/Teams	Activities	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
						I	M	P	S	C
						I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Category 1	To organise / participate in life-wide learning activities									
1.1	To organise life-wide learning activities in different KLA's / cross-KLA / curriculum areas to enhance learning effectiveness (e.g. field trips, arts appreciation, visits to enterprises, thematic learning day)									
Academics Groups	Extended Curriculum	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	7,070.00	✓		✓	✓	✓
Academics Groups	Putonghua and Foreign Language Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	5,500.00	✓				
Academics Groups	Chinese History Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	1,800.00	✓				
Academics Groups	Math Training Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	7,000.00	✓				

Groups/Teams	Activities	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
						I	M	P	S	C
						I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Academics Groups	Cross-KLA (STEM - Robotics Team)	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	7,000.00	✓				
Academics Groups	Science Society	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	4,000.00	✓				
Academics Groups	Chinese Promotion Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	1,000.00	✓				
Academics Groups	OLE-Aesthetic development & Career	Sep-20 to Aug-21	S4-S6	Evaluation by teacher & checking the attendance	16,500.00					✓
Academics Groups	OLE(RS)	Sep-20 to Aug-21	S4-S6	Evaluation by teacher & checking the attendance	17,500.00		✓			
1.2	To organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential and nurturing in students positive values and attitudes (e.g. activities on multiple intelligences; physical, aesthetic and cultural activities; leadership training; service learning; clubs and societies; school team training; uniformed groups; military camps)									
Interest Groups	Catechism Class	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	1,600.00		✓			
Interest Groups	Catholic Society	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	5,500.00		✓			

Groups/Teams	Activities	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
						I	M	P	S	C
						I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Interest Groups	Coffee Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	11,000.00				✓	
Interest Groups	Cosmetics Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	15,000.00					✓
Interest Groups	Dance Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	8,500.00			✓		
Interest Groups	Drama Society	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	21,500.00			✓		
Interest Groups	Green Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	2,000.00				✓	
Interest Groups	Girl Choir	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	10,000.00		✓			
Interest Groups	Leathercraft Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	15,000.00					✓
Interest Groups	School Backstage Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	1,500.00				✓	

Groups/Teams	Activities	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
						I	M	P	S	C
						I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Interest Groups	School band	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	134,250.00			✓		
Interest Groups	String orchestra	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	89,000.00			✓		
Interest Groups	Netflex & Philosophy Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	5,950.00			✓		
Interest Groups	Photography Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	500.00			✓		
Interest Groups	Yoga Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	5,000.00			✓		
Recreational Groups	Athletic Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	18,000.00			✓		
Recreational Groups	Badminton Club & Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	96,400.00			✓		
Recreational Groups	Basketball Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	86,000.00			✓		

Groups/Teams	Activities	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
						I	M	P	S	C
						I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Recreational Groups	Football Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	15,300.00			✓		
Recreational Groups	Handball Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	69,600.00			✓		
Recreational Groups	Sport Training Camp	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	31,500.00			✓		
Recreational Groups	Table Tennis Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	15,000.00			✓		
Recreational Groups	Volleyball Team	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	15,200.00			✓		
Service Groups	Activity Subsidy (ECA Committee)	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	109,000.00				✓	
Service Group	Girl Guide	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	1,050.00		✓			
Service Groups	Social Service Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	1,500.00				✓	

Groups/Teams	Activities	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
						I	M	P	S	C
						I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Service Groups	Red Cross	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	200.00				✓	
Special Activities	Athletic Meet	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	23,500.00			✓		
Special Activities	Inter-Class Competition	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	1,200.00			✓		
Special Activities	Inter-School Competition	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	27,200.00			✓		
Special Activities	Swimming Gala	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	14,800.00			✓		
Student Organizations	Class Club	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	3,000.00				✓	
Student Organizations	Four House	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	5,800.00		✓			
Student Organizations	Student Union	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	8,000.00				✓	

Groups/Teams	Activities	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
						I	M	P	S	C
						I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
1.3	To organise or participate in non-local exchange activities or competitions to broaden students' horizons									
Study Tour	Student & Teacher's Subsidy	Sep-20 to Aug-21	S1-S5	Evaluation by teacher & checking the attendance	440,500.00	✓				
1.4	Others									
					Estimated Expenses for Category 1	1,376,420.00				

Groups/Teams	Item	Purpose	Estimated Expenses (\$)
Category 2	To procure equipment, consumables and learning resources for promoting life-wide learning		
Academics Groups	Math Training Team	Teachers' references, printing & stationery, teaching aids	1,500.00
Academics Groups	Putonghua and Foreign Language Club	Broad Decoration, prizes, printing & stationery, souvenirs, banners & posters and miscellaneous	3,000.00
Academics Groups	Cross-KLA (STEM - Robotics Team)	Tools, Robotics parts & accessories	20,000.00
Academics Groups	Science Society	Materials	600.00

Groups/Teams	Item	Purpose	Estimated Expenses (\$)
Category 2	To procure equipment, consumables and learning resources for promoting life-wide learning		
Interest Groups	Art Club	Materials	4,500.00
Interest Groups	Girls' choir	folder	7,800.00
Interest Groups	Catechism Class	Equipment: references book for teacher, consumables	1,700.00
Interest Groups	Catholic Society	Consumables, Prizes	2,600.00
Interest Groups	Coffee Club	Equipment, Coffee beans, milk , leaflet, flyers, coffee books	4,000.00
Interest Groups	Cosmetics Club	Equipment, General expense, references note & book for teacher, accessories	1,300.00
Interest Groups	Dance Club	Materials, CD & DVD, fees for guest, printing & stationery	5,400.00
Interest Groups	Drama Society	Printing	300.00
Interest Groups	Green Club	Materials	400.00
Interest Groups	Leathercraft Club	Reference books for teachers & students, tools, leather, hardware, board decoration, photocopying & printing	6,300.00
Interest Groups	Netflix & Philosophy Club	Stationery	100.00
Interest Groups	School Backstage Team	Stage Equipment, performance appreciation, printing & stationery	1,800.00
Interest Groups	String orchestra	Instruments (violin, cello), scores	7,000.00
Interest Groups	School band	Instruments, maintenance of instruments, consumables, photocopy	119,500.00
Interest Groups	Photography Club	Consumables, printing & stationery	1,200.00
Interest Groups	Red Cross	Printing & stationery	200.00
Interest Groups	Yoga Club	Sanitizer	100.00
Recreational Groups	Athletic Team	Equipment: Equipment & Spike shoes	7,500.00
Recreational Groups	Badminton Club & Team	Equipment: Training Tools	7,600.00
Recreational Groups	Basketball Team	Equipment: Basketballs, Basketball net & Basketball bag	5,500.00
Recreational Groups	Football Team	Equipment: Balls, training equipment	2,500.00

Groups/Teams	Item	Purpose	Estimated Expenses (\$)
Category 2	To procure equipment, consumables and learning resources for promoting life-wide learning		
Recreational Groups	Handball Team	Equipment: Fitness equipment and training accessories, Handball grip wax and hand washing soap, Handballs, Handball goal net & Goal keeper supporter	10,000.00
Recreational Groups	Table Tennis Team	Equipment: Balls, bats & nets, team uniform	2,000.00
Recreational Groups	Volleyball Team	Equipment: balls, carrying bags, accessories, training consumables & teaching & fitness training tools	6,200.00
Service Groups	Social Service Club	Board decoration	1,000.00
Service Groups	Class Club	Consumables	500.00
Service Groups	Girl Guide	Thinking day fee, enrolment ceremony fee & materials	650.00
Special Activities	Inter-Class Competition	Equipment: whistle	7,500.00
Special Activities	Sport Training Camp	Consumables	2,500.00
Student Organizations	Four House	Ballot paper, banner, decoration, trophy, badge, coupon	5,500.00
			Estimated Expenses for Category 2
			248,250.00
			Estimated Expenses for Categories 1 & 2
			1,624,670.00

Estimated Number of Student Beneficiaries

Total number of students in the school:	757
Estimated number of student beneficiaries:	757
Percentage of students benefitting from the Grant (%):	100

Appendix III : Plan on School-based After-school Learning and Support Programmes

Name of School: Shun Lee Catholic Secondary School

Project Coordinator: Mr. Koong Tak Man Contact Telephone No.: 23893082

A. The estimated number of students (count by heads) benefitted under this Programme is 441 (including A. 97 CSSA recipients, B. 241 SFAS full-grant recipients and C. 97 under school's discretionary quota).

B. Information on Activities to be subsidised/complemented by the grant.

*Name / Type of activity	Objectives of the activity	Success criteria (e.g. learning effectiveness)	Method(s) of evaluation (e.g. test, questionnaire, etc)	Period/Date activity to be held	Estimated no. of participating eligible students [#]			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
					A	B	C		
1. Writing Workshop for S1-3 (estimated participants =75, 25 students per level)	<ul style="list-style-type: none"> To enhance students' writing skills 	<ul style="list-style-type: none"> Produce writings with improved development of ideas 	<ul style="list-style-type: none"> Teachers' observation and feedback given by course instructors 	July 2021	7	18	7	\$6400 (\$200 per student 6-hour workshop)	Service Provider to be confirmed for S1-S2 Alumni for S3
2. Writing Workshop for S5 (estimated participants = 40 students)	<ul style="list-style-type: none"> To prepare students for HKDSE writing exam 	<ul style="list-style-type: none"> Produce writings with improved development of ideas 	<ul style="list-style-type: none"> Teachers' observation and feedback given by course instructors 	July 2021	4	10	4	\$7200 (\$400 per student)	Alumni
3. Speaking Workshop for S1 – S3 (estimated participants = 80 students)	<ul style="list-style-type: none"> To enhance low-achievers' speaking skills and prepare them for exam 	<ul style="list-style-type: none"> Attain Level 3 in the speaking exam 	<ul style="list-style-type: none"> Teachers' observation and feedback given by course instructors 	July 2021	8	20	8	\$4680 (\$130 per student)	Alumni

4. Summer Learning Support Classes for S1 – S3 (estimated participants = 60 students)	<ul style="list-style-type: none"> To prepare low achievers for the new syllabus in new academic year 	<ul style="list-style-type: none"> Score 80 marks in end-of-course assessment 	<ul style="list-style-type: none"> Assessment score and comments from course instructors 	July 2021	6	15	6	\$ 4050 (\$150 per student)	Alumni
5. Mathematics Remedial Classes in summer holiday (estimated participants : 120 students S1 – S3)	<ul style="list-style-type: none"> To improve students basic concepts of Mathematics 	<ul style="list-style-type: none"> Students have greater confidence in solving basic Mathematics problems 	<ul style="list-style-type: none"> Tutors’ and Teachers’ report 	July 2021	12	30	12	\$6480 (\$120 per student)	Alumni
6. Mathematics Remedial Classes after school (estimated participants : 90 students S1 to S3)	<ul style="list-style-type: none"> To improve students basic concepts of Mathematics 	<ul style="list-style-type: none"> Students have greater confidence in solving basic Mathematics problems 	<ul style="list-style-type: none"> Tutors’ and Teachers’ report 	Oct 2020 – May 2021	9	23	9	\$3280 (\$80 per student)	Alumni
7. Mathematics Remedial Classes after school (estimated participants : 23 S5 students in 1st term, 30 S5 students in 2nd term and 22 S6 students)	<ul style="list-style-type: none"> To improve students basic concepts of Mathematics To help students consolidate the syllabus taught in the school year 	<ul style="list-style-type: none"> Attain level 2 or 3 in exams 	<ul style="list-style-type: none"> Internal exam or HKDSE results 	Sept 2020– May 2021	7	17	7	\$16740 (S5:\$360 per student in 1st term and \$540 per student in 2nd term) (S6: \$720 per student)	Alumni

8. International Competition and Assessments for Schools – Mathematics : (125 students S1 – S3)	<ul style="list-style-type: none"> To provide students chances to sit for an international assessment To provide students more exposure in solving real life problems involving Mathematics 	<ul style="list-style-type: none"> Students show greater competency in Mathematics Students have a better mastery in related problems 	<ul style="list-style-type: none"> Assessment report 	March 2021	12	31	12	\$3850 (\$70 per students)	ICAS Hong Kong Office
9. Musical instrument classes (estimated participants: 30 students)	<ul style="list-style-type: none"> To help students to develop their interests in learning instruments. 	<ul style="list-style-type: none"> Students actively participate in various school/public performances, competitions and examinations. 	<ul style="list-style-type: none"> Tutors' report ABRSM result performances 	Sept 2020 - Aug 2021	3	7	3	\$39000 (\$3000 per student around 35 lessons in whole year)	To be confirmed
10. Music festival (estimated participants: 20 students)	<ul style="list-style-type: none"> To compete with other participants. 	<ul style="list-style-type: none"> More than 70% of students get merit 	<ul style="list-style-type: none"> The result 	March 2021	2	5	2	\$2520 (around \$280 per student)	Hong Kong Schools Music and Speech Association
11. S1 Saturday Tutorial Class (estimated participants: 32 students)	<ul style="list-style-type: none"> To help S1 students to learn better in subjects taught in English 	<ul style="list-style-type: none"> The students show greater confidence and proficiency in using English to learn Math, IH and Science. 	<ul style="list-style-type: none"> Questionnaire Observation from subject teachers Test and examination result 	Oct 2020- Dec 2020 Feb 2021- Jun 2021	3	8	3	\$25340 (\$810 per student in 1st term and \$1000 per student in 2nd term)	Alumni

12. S5 Spiritual Class (estimated participants: 35 students)	<ul style="list-style-type: none"> Strengthen the class spirit and increase the self- awareness in spiritual health 	<ul style="list-style-type: none"> Students show confidence and positive attitude in life. 	<ul style="list-style-type: none"> Questionnaire 	Sept 2020- Aug 2021	3	8	3	\$1400 (\$100 per student)	To be confirmed
13. Spiritual Education Program (estimated participants: 20 students)	<ul style="list-style-type: none"> Increase the self- awareness of spiritual health 	<ul style="list-style-type: none"> Students show high self-esteem & good social skills 	<ul style="list-style-type: none"> Attendance record 	Sept 2020- Aug 2021	2	5	2	\$2700 (\$300 per student)	School base
14. St. John First Aid Classes (estimated participants: 50 students)	<ul style="list-style-type: none"> To provide students chance to acquire first aid skills 	<ul style="list-style-type: none"> Students pass in the examination 	<ul style="list-style-type: none"> Students' feedback Passing Percentage 	July 2021	5	12	5	\$8800 (\$400 per student)	HK St. John Ambulance
15. Painting Lesson -Acrylic -Oil Pastel (estimated participants: 16 S4 students 14 S5 students)	<ul style="list-style-type: none"> To improve students' painting technique 	<ul style="list-style-type: none"> Students shows greater competency in painting 	<ul style="list-style-type: none"> Teachers' observation 	Sept 2020 – June 2021	6	14	6	\$3900 (\$150 per student)	Alumni

16. HKICPA/HKABE BAFS Mock Examination (estimated participants: 30 S5 students)	<ul style="list-style-type: none"> To help students from low income families to prepare well for the HKDSE Examination on BAFS, as well as to develop and assess candidates' understanding and application of basic accounting and business knowledge, skills and values to meet different business needs 	<ul style="list-style-type: none"> Attain Grade 3 or above in the examination 	<ul style="list-style-type: none"> Exam result 	December 2020	1	7	1	\$1170 (\$130 per student, based on 19/20 exam fee & marking fee)	Co-organized by Hong Kong Institute of CPAs (HKICPA) and Hong Kong Association for Business Education Limited (HKABE)
17. 文化交流活動 (預計人數: 70 人)	<ul style="list-style-type: none"> 與宗教科、地理科、視藝等課程配合舉辦活動讓學生認識不同國家的文化 	學生能將文化交流活動所學應用於課程學習內	<ul style="list-style-type: none"> 問卷調查 教師觀察 	2021 年 4 月至 2021 年 7 月	7	17	7	\$62000 (\$2000 per student)	未確定
Total no. of activities: 17				@No. of man-times	97	247	97		
				**Total no. of man-times	441			<u>Estimated total: \$199,510</u>	

Note:

* Name/type of activities are categorized as follows: tutorial service, learning skill training, languages training, visits, art /culture activities, sports, self-confidence development, volunteer service, adventure activities, leadership training, and communication skills training courses.

@ Man-times: refers to the aggregate no. of benefitted students participating in each activity listed above.

**Total no. of man-times: the aggregate of man-times (A) + (B) + (C)

Eligible students: students in receipt of CSSA (A), SFAS full grant (B) and disadvantaged students identified by the school under the discretionary quota (C).

Appendix IV : Plan on Diversity Learning Grant

Three-year plan – Measures to broaden students’ choices of elective subjects and provision of gifted education programmes for 2020/21 to 2022/23 Cohort of NSS Students (S4-S6)

The following programmes are adopted with the support of EDB’s Diversity Learning Grant (DLG):

DLG funded Programme(s)	Strategies & benefits anticipated (e.g. in what way students’ diverse learning needs are catered for)	Name of programme(s)/course(s) and provider(s)	Duration of the programme / course	Target students	Estimated no. of students involved in each school year			Evaluation of student learning/ success indicators	Teacher-in-charge
					2020/21	2021/22	2022/23		
Other Programmes	To partially subsidise a group of students who enroll on a study tour to widen their horizons.	Study Tour to Singapore	1 Year	S4 (20/21 Cohort)	30			Reflection and experience sharing of involved students with other schoolmates on what they have learnt from the programmes Students will take the HKDSE Examination	Chan HL
	To partially subsidise a group of students who enroll on a study tour to widen their horizons.	Study Tour to China	1 Year	S4 (20/21 Cohort) S5(19/20 Cohort)	15	15		Reflection and experience sharing of involved students with other schoolmates on what they have learnt from the programmes Students will take the HKDSE Examination	Chan HL
	To partially subsidise a group of students who enroll on a study tour to widen	Study Tour to Korea	1 Year	S4 (20/21 Cohort) S5(19/20	15	15		Reflection and experience sharing of involved students with other schoolmates on what they have learnt from the programmes	Chan HL

	their horizons.			Cohort)				Students will take the HKDSE Examination	
	To partially subsidise a group of students who enroll on a study tour to widen their horizons.	Study Tour to Taiwan	1 Year	S4 (20/21 Cohort) S5(19/20 Cohort)	15	15		Reflection and experience sharing of involved students with other schoolmates on what they have learnt from the programmes Students will take the HKDSE Examination	Chan HL
	To subsidise students who enroll on fee-charging credit-bearing courses or gifted education programmes offered by a local tertiary institutes or external organizations to explore and develop their talents	Fee-charging credit-bearing courses or gifted education programmes offered by local tertiary institutes or external organizations	3 Years	S4 (20/21 Cohort) S5 (19/20 Cohort) S6 (18/19 Cohort)	5	5	5	Reflection and experience sharing of involved students with other schoolmates on what they have learnt from the programmes Students will take the HKDSE Examination	Ng HK

Year plan – Measures to broaden students’ choices of elective subjects and provision of gifted education programmes for 2020 to 2021 Cohort of NSS Students (S4-S6)

The following programmes are adopted with the support of EDB’s Diversity Learning Grant (DLG):

DLG funded Programme(s)	Strategies & benefits anticipated (e.g. in what way students’ diverse learning needs are catered for)	Name of programme(s)/course(s) and provider(s)	Target students	Teacher-in-Charge
Other Programmes	To partially subsidise a group of students who enroll on a study tour to widen their horizons.	Study Tour to Singapore	S4 (30 students)	Chan HL
	To partially subsidise a group of students who enroll on a study tour to widen their horizons.	Study Tour to China	S4 to S5 (30 students)	Chan HL
	To partially subsidise a group of students who enroll on a study tour to widen their horizons.	Study Tour to Korea	S4 to S5 (15 students)	Chan HL
	To partially subsidise a group of students who enroll on a study tour to widen their horizons.	Study Tour to Taiwan	S4 to S5 (15 students)	Chan HL
	To subsidise students who enroll on fee-charging credit-bearing courses or gifted education programmes offered by a local tertiary institutes or external organizations to explore and develop their talents	Fee-charging credit-bearing courses or gifted education programmes offered by a local tertiary institutes or external organizations	S4 to S6 (15 students)	Ng HK

Appendix V

順利天主教中學
姊妹學校交流計劃書
2020-2021 學年

姊妹學校名稱：上海田家炳中學

締結日期：13-6-2017

本校擬於計劃推行期間舉辦下列姊妹學校交流活動：

項目編號	交流項目名稱及內容	預期目標	監察／評估	津貼分配
1.	<p>上海文化及普通話學習交流團</p> <ul style="list-style-type: none"> 由 3 位老師帶領 30 位中二及中三同學出訪 2021 年 3 月 28 日至 4 月 1 日 到田中與上海學生一起上課 和上海同學一起體驗參與課外活動 和學生領袖交流帶領課外活動經驗 考察上海的歷史文化及環境保護的發展 	<ul style="list-style-type: none"> 提升同學聽說普通話的能力 加深同學對國家的社會和文化發展情況認識 增進兩地同學和老師之間溝通及友誼 增加對上海學生的學習水平和生活了解 學習帶領活動技巧 	<p>評估成效及匯報:</p> <ul style="list-style-type: none"> 學生及老師問卷 學生反思報告 回校普通話課內匯報學習成果 	<p>團費:</p> <p>學生:每人資助\$7,000, 共 30 人 \$7,000 x 30 = \$210,000</p> <p>老師:每人資助\$7,000, 共 3 人 \$7,000 x 3 = \$21,000</p> <p>交流活動文具及其他後備支出: \$4,000</p> <p>總支出:\$235,000</p>

Appendix VI

**Shun Lee Catholic Secondary School
Plan on the Use of the Promotion of Reading Grant
2020-21 School Year**

The major objectives for Promotion of Reading: To promote a positive reading atmosphere conducive to the building of knowledge, acquisition of skills and cultivation of positive attitude and values.

	Item*	Estimated Expenses (\$)
1.	Purchase of Books and magazines	30,000
	Printed books	
	Magazines	
2.	Reading Activities	19,000
	Hiring writers, professional storytellers, etc. to conduct talks	
	Library activities	
	Holiday reading scheme	
	Subsidising students for their participation in and application for reading related activities or courses	
3.	Other	11,000
	Consumable items, book wrapping plastic film	
	Books and stationery	
	Photocopying, stationery for library and reading room	
	Furniture & Equipment	

Total: 60,000