

# Shun Lee Catholic Secondary School

## Annual School Profile

### 2013/2014

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## 1. School Background

Shun Lee Catholic Secondary School is an aided co-educational secondary school founded in 1982 by the Hong Kong Catholic Diocese, whose have a mission for her schools to promote the formation of the whole person. The school motto “悅樂主心” reflects our commitment to realize this mission of the sponsoring body.

The school works in accordance with the school mission and dedicates to cultivating the core values of “**Love**”, “**Mutual Respect**” and “**Responsibility**” in students.

The school supervisor is Rev. Pierre J. Devos, and the school principal is Mrs. Wong Ho Yin Man. Our teaching staff consists of 61 members. In addition, we have 14 non-teaching staff members and 9 janitors.

## 2. 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 the society, and to encourage them to carry on the best of Chinese culture.

### **3. School-based Educational Goals**

#### **3.1 Student achievements**

- 3.1.1 Impart knowledge of Christianity and help students acquire a positive attitude towards life.
- 3.1.2 Cultivate a religious sentiment among students.
- 3.1.3 Develop a sense of self-respect and self-affirmation.
- 3.1.4 Help students acquire self-confidence.
- 3.1.5 Develop a sense of personal responsibility.
- 3.1.6 Impart social etiquettes and teach students to respect others.
- 3.1.7 Cultivate an ability for self-discipline.
- 3.1.8 Arouse interest in broad-based learning and foster an ability for independent study.
- 3.1.9 Develop an ability for self-examination and a habit for on-going study.
- 3.1.10 Make students into independent and critical thinkers, capable of making judgments.
- 3.1.11 Develop an ability for tackling problems independently and a positive attitude towards problems.
- 3.1.12 Develop such literacy abilities as reading, writing, listening and speaking as well as ability for analytical thinking.
- 3.1.13 Acquire an objective and scientific mindset by applying scientific methodologies to problem solving.
- 3.1.14 Master skills for enhancing physical endurance for increased physical adaptability.
- 3.1.15 Develop a spirit of sportsmanship and team work.
- 3.1.16 Cultivate an interest in art and its appreciation.
- 3.1.17 Arouse a sense of imagination and creativity.
- 3.1.18 Nurture talents of leadership.
- 3.1.19 Help students recognize and evaluate socially acceptable behaviors and rules.
- 3.1.20 Equip students with skills necessary for life and social adaptation.

- 3.1.21 Arouse social awareness and an acute sensitivity to social issues.
- 3.1.22 Help students understand their personal rights and responsibilities in the society. Cultivate social consciousness and a sense of democracy.
- 3.1.23 Help students understand the strength and weakness of Chinese culture and help them appreciate the best of its traditions and values.
- 3.1.24 Nurture a sense of national consciousness.

## **3.2 Learning Experience**

- 3.2.1 Offer religious activities such as prayers and rituals. Help students experience the joy and peace in being a Christian and learn to respect other faiths.
- 3.2.2 Establish a system of rewards and admonition in recognition of excellent performance and to provide counseling for misbehavior.
- 3.2.3 Provide counseling activities to help students face and solve problems.
- 3.2.4 Provide moral educational activities to help students internalize the moral concepts.
- 3.2.5 Promote civic educational activities to heighten students' social awareness.
- 3.2.6 Give assignments which are theme-based and which require the development of research and organisational skills in report writing as a means to enhance students' ability for self learning. Provide diversified curriculum and activities that facilitate the realization of individual potentials in order to achieve a balanced development.
- 3.2.7 Encourage students to engage in external activities that could widen their horizon and broaden their experiences.
- 3.2.8 Provide peer counseling, allowing students from different year levels to share their learning experiences and achievements.
- 3.2.9 Strengthen the experience of team by providing activities that require team work from which students could learn interpersonal skills and understand the importance of cooperation.
- 3.2.10 Strengthen communication between the school and the community. Provide opportunities for student outreach and community service.

### **3.3 Resources and Facilities**

- 3.3.1 Offer excellent environment and facilities that promote the physical well-being of the students and enhance their sense of belonging.
- 3.3.2 Provide student welfare services in order to improve students' learning condition.
- 3.3.3 Provide suitable educational equipment that could enhance the effectiveness of teaching.
- 3.3.4 Assist teachers in their administrative work, allowing them to concentrate on teaching.
- 3.3.5 Provide appropriate in-service training, encourage teachers to take up further studies that are essential for their professional development.
- 3.3.6 Enhance teaching quality by making available more channels for exchanging teaching experiences.
- 3.3.7 Provide more opportunities for socializing and cooperation among teaching staff. Extend teacher welfare as a means of enhancing team spirit and sense of belonging.
- 3.3.8 Facilitate more programs of exchange between teachers and students in order to enhance their team spirit and sense of belonging.

### **3.4 School Management**

- 3.4.1 Provide more channels for communication and encourage the active exchange of opinions among teachers.
- 3.4.2 Provide clear guidelines on school administration and formulate procedures for implementing school administrative policies.
- 3.4.3 Provide opportunities for teacher participation in school administration, enabling them to voice their opinions and formulate policies necessary for monitoring policy implementation.
- 3.4.4 Promote the democratization of school administration, increase transparency in the decision-making process.
- 3.4.5 Enable students to understand school administration and encourage them to raise their opinions.

- 3.4.6 Strengthen communication between alumni and the school. Provide access to alumni involvement in school activities. Help alumni to understand the school and prepare them to participate in its future administration.
- 3.4.7 Strengthen communication between parents and the school. Provide access to parental involvement in school activities. Help parents to understand the school and prepare them to participate in its future administration.

## **4. Major Concerns 2013-2014**

1. Fine-tuning the Implementation of NSS
2. Enhancing Active Learning
3. Developing Potential Self and Fostering Positive Values

## **5. Main Focuses of the Year:**

### **Academic Committee**

- ✧ To review and refine implementation of NSS
- ✧ To promote self-regulated learning
- ✧ To address the learning diversity of students

### **Extra-curricular Activities Committee**

- ✧ Encourage students to join various activities for developing potential self.
- ✧ Enhance sense of responsibility in the activity

### **Students Affairs Committee**

- ✧ To help students to explore their potential that they have through "Life Education" and programmes organized by various teams.
- ✧ To help students to set up short term goals and long term goals in three years by refining the SLP in junior forms.
- ✧ To foster positive values: healthy life and respect for others through various campaigns.

### **Professional Development Committee**

- ✧ To facilitate the fine-tuning of the implementation of the NSS
- ✧ To enhance active learning

### **Spiritual Life Development Committee**

- ✧ To enhance self-understanding among students and encourage them to appreciate themselves as individuals
- ✧ To promote a sense of gratitude among students

### **General Affairs Committee**

- ✧ To raise students' awareness on the importance of energy-saving and the use of alternative energy sources
- ✧ To develop the podium on First Floor as a venue for student activities

## IT Committee

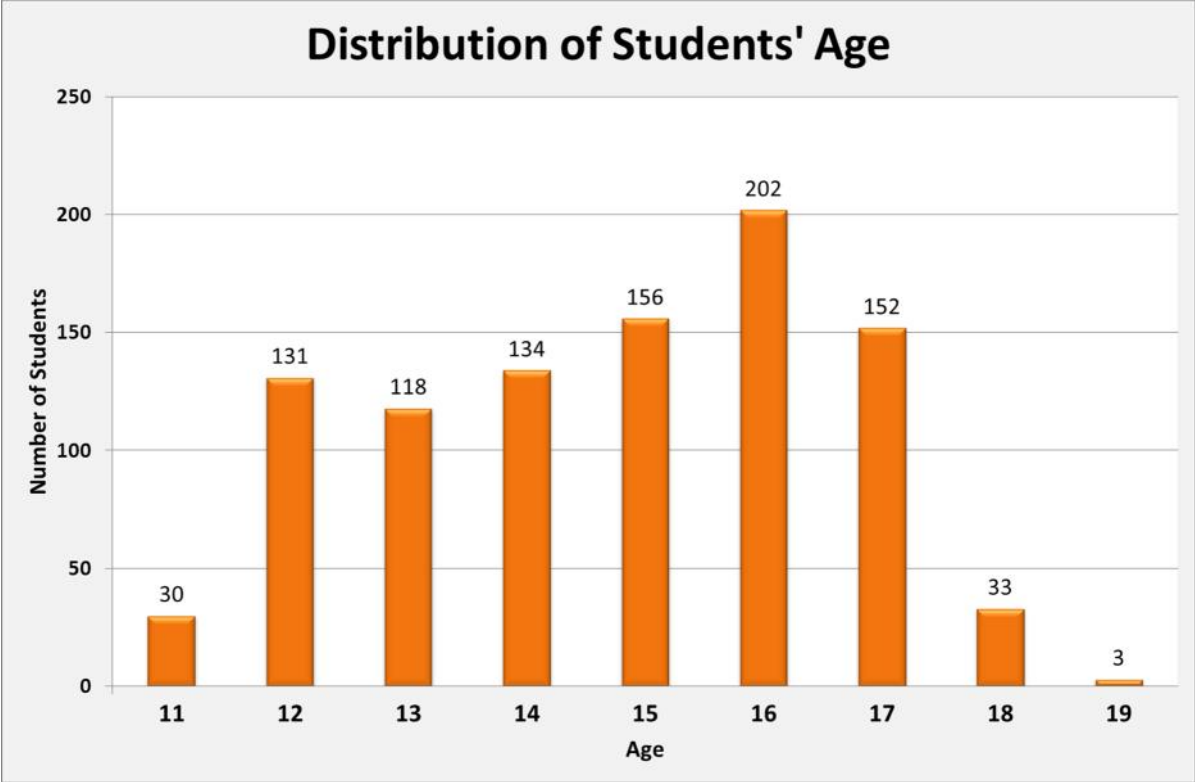
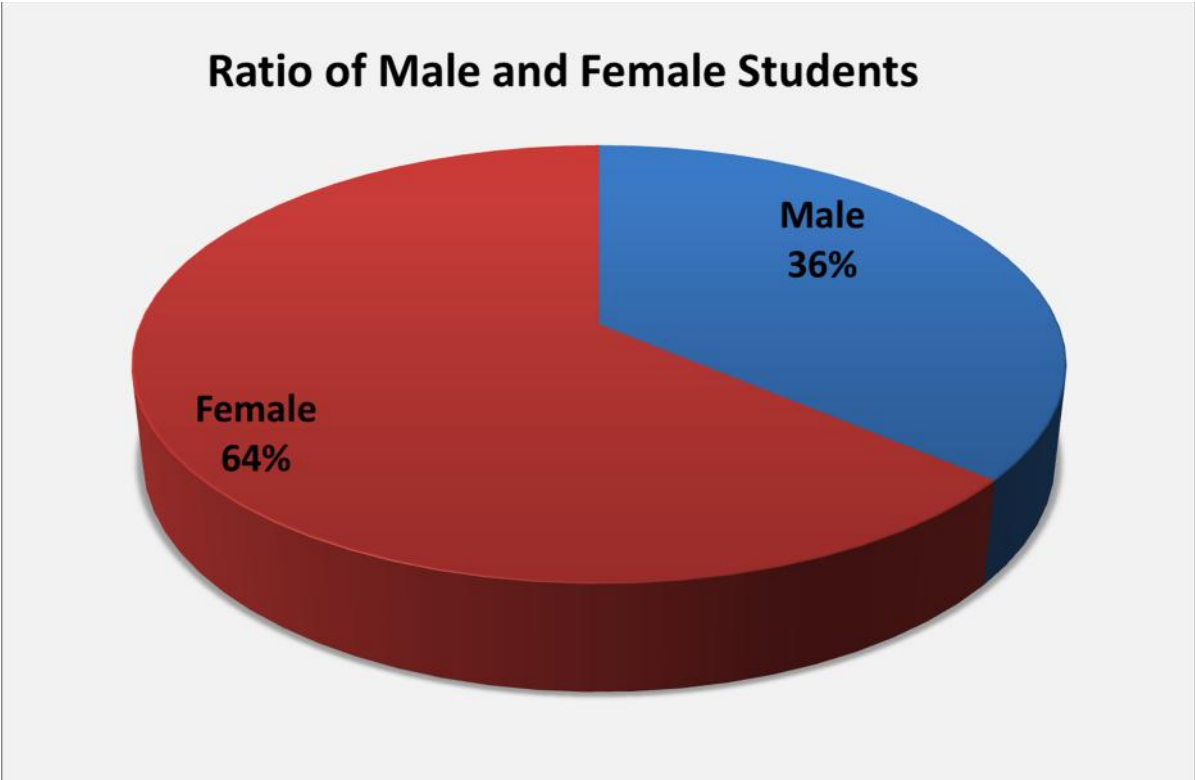
- ✧ Replace old and unstable facilities and relocate them appropriately to enhance accessibility of information technology for teaching and learning.
- ✧ Upgrade Wireless network to increase both the signal strength and the Wi-Fi coverage in the school campus
- ✧ Implement eClass smart card solution for staff attendance and door access control system.
- ✧ Promote the use of Google Apps as a means to enhance collaborative learning.
- ✧ Provide training and briefing sessions to teachers on the use of newly implemented system and/or new teaching methodology.

### Major Projects:

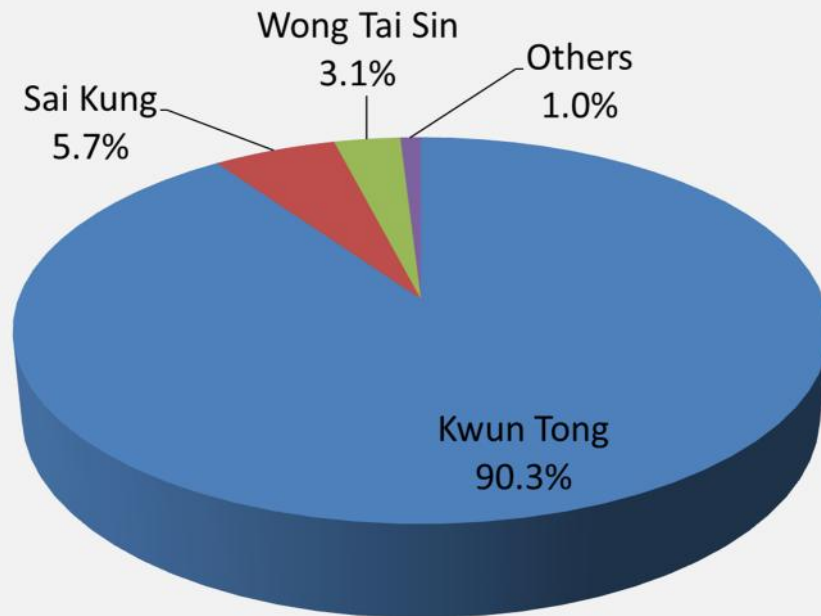
1. Replacement of PCs in TA Room & ILC Control Room (6 PCs and 1 iMac)
2. Replacement of PCs in Office, Staff Room and Special Rooms (24 PCs)
3. Replacement of projector in HE room, Chem lab, Phy lab and Bio Lab.
4. Upgrade wireless network on 3<sup>th</sup> to 4<sup>th</sup> Floor.
5. Upgrade of File Servers.
6. Purchase 6 more Portable Visualizers.
7. Replacement of projector in ILC.
8. New teacher desks in room 305 and 105.
9. Open Gmail accounts for all students
10. VLAN in classroom and ITALC control system for classroom PC



**6. Student Profile**



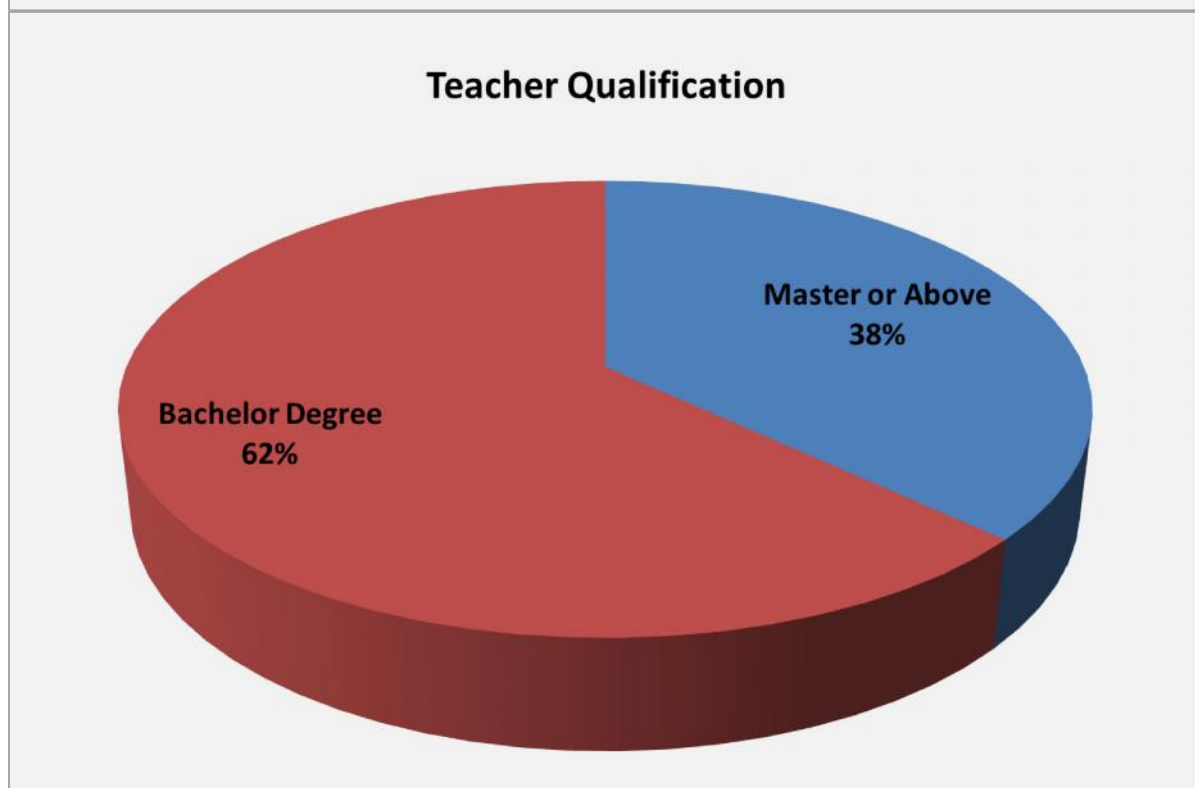
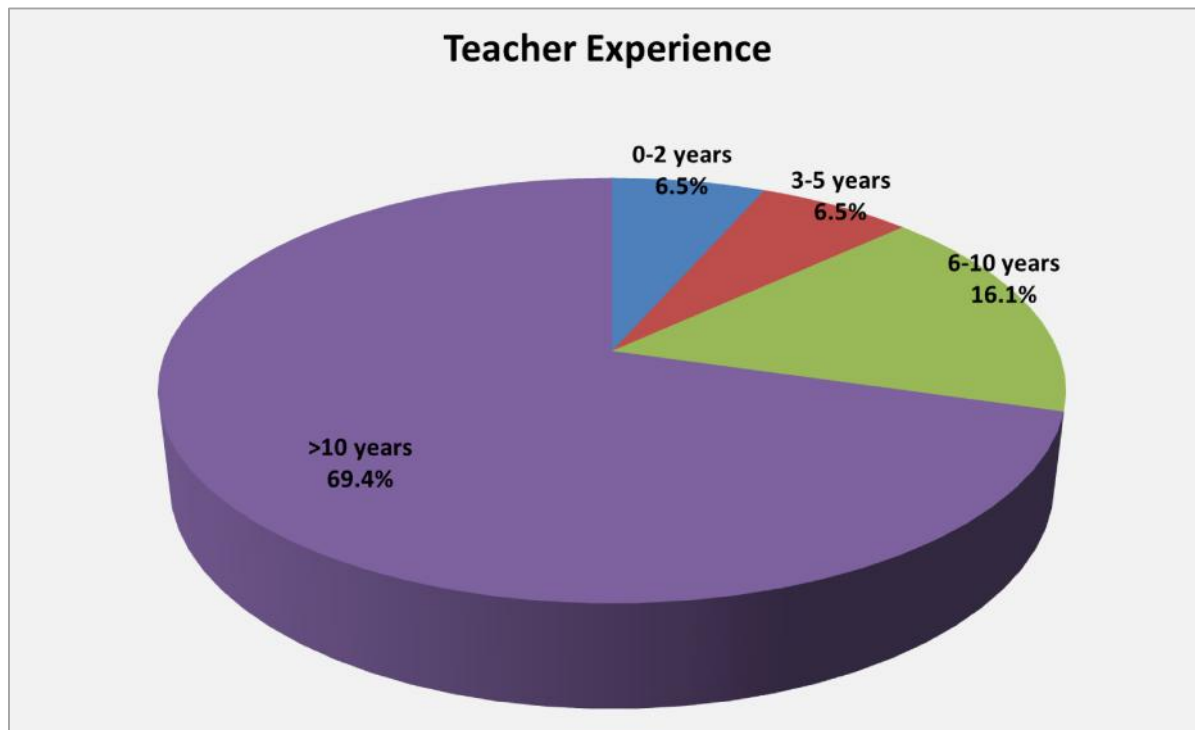
## Distribution of Students' Places of Residence



## 7. Teacher Profile

Number of Teachers : 61

Teacher-student ratio : 1: 15.7



## 8. Class Structure

Forms	Form 1	Form 2	Form 3	Form 4	Form 5	Form 6	Total
Number of Classes	5	4	4	5	5	5	28

	No. of Classes	No. of places	No. of Students
Secondary 1	5	140	137
Secondary 2	4	144	143
Secondary 3	4	146	139
Secondary 4	5	200	171
Secondary 5	5	200	186
Secondary 6	5	200	183

## 9. Programme Structure

### Subjects offered for each level

Subjects	Secondary	Secondary	Secondary	Secondary	Secondary	Secondary
	1	2	3	4	5	6
Chinese Language	❖	❖	❖	❖	❖	❖
English Language	❖	❖	❖	❖	❖	❖
English Language Art	❖	❖	❖			
Putonghua	❖	❖	❖			
Mathematics	❖	❖	❖	❖	❖	❖
Science	❖	❖	❖			
Economics				❖(E)	❖(E)	❖(E)
Geography				❖(E)	❖(E)	❖(E)
History				❖(E)	❖(E)	❖(E)
Chinese History	❖	❖	❖	❖(E)	❖(E)	❖(E)
Religious Education	❖	❖	❖			
Ethics & Religious Studies				❖(E)	❖(E)	❖(E)
Technology & Living	❖	❖	❖			
Visual Art	❖	❖	❖	❖(E)	❖(E)	❖(E)
Music	❖	❖	❖			
Physical Education	❖	❖	❖	❖	❖	❖
Physics				❖(E)	❖(E)	❖(E)
Chemistry				❖(E)	❖(E)	❖(E)
Biology				❖(E)	❖(E)	❖(E)
Computer & Information Technology				❖(E)	❖(E)	❖(E)
Integrated Humanities	❖	❖	❖			
Extended Curriculum	❖	❖	❖			
Language Across Curriculum	❖	❖	❖			
Business Accounting & Financial Studies				❖(E)	❖(E)	❖(E)
OLE (Aesthetic Development)				❖	❖	❖
OLE (Religion, Moral & Civic Education and Service)				❖	❖	❖
Liberal Studies			❖	❖	❖	❖
Reading to Learn	❖	❖	❖	❖	❖	❖
Life Education	❖	❖				
Mathematics Extension					❖	❖

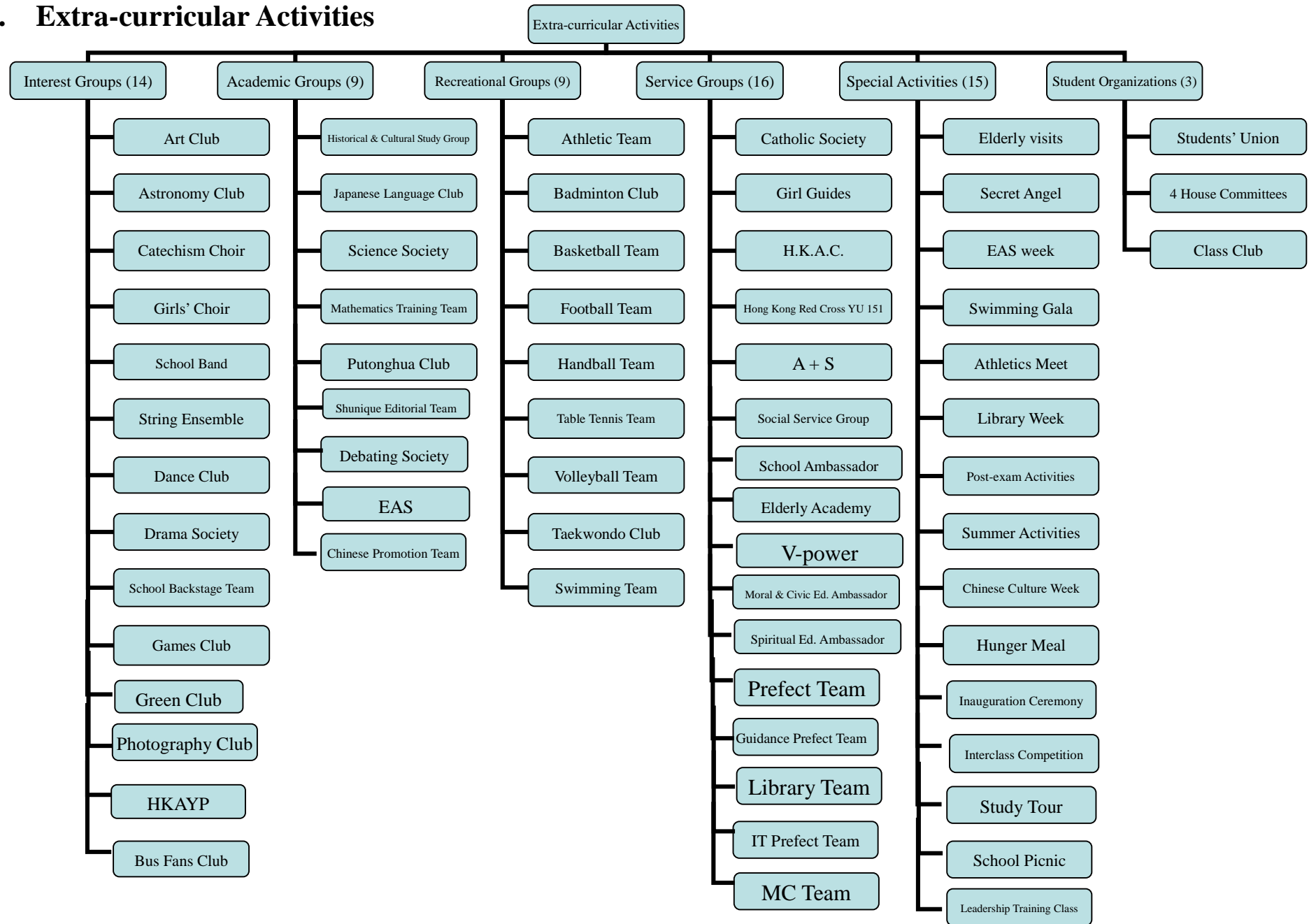
(E) – Elective Course

## 10. Programme Arrangement

Number of periods arranged for each subject in each level per cycle

Subjects	Secondary	Secondary	Secondary	Secondary	Secondary	Secondary
	1	2	3	4	5	6
Chinese Language	7	7	7	7	7	8
English Language	8	8	8	8	9	9
English Language Art	1	1	2			
Putonghua	2	2	2			
Mathematics	6	6	6	7	7	7
Science	5	5	5			
Economics				6	6	6
Geography				6	6	6
History				6	6	6
Chinese History	2	2	2	6	6	6
Religious Education	2	2	2			
Ethics & Religious Studies				6	6	6
Technology & Living	3	3	3			
Visual Arts	2	2	2	6	6	6
Music	1	2	1			
Physical Education	2	2	2	2	1	1
Physics				6	6	6
Chemistry				6	6	6
Biology				6	6	6
Computer & Information Technology				6	6	6
Integrated Humanities	4	4	4			
Extended Curriculum	1	2	2			
Language Across Curriculum	1	1	1			
Business Accounting & Financial Studies				6	6	6
OLE (Aesthetic Development)				2	1	1
OLE (Religion, Moral & Civic Education and Service)				2	1	1
Liberal Studies			1	5	5	5
Reading to Learn	3	2	2	2	2	2
Life Education	2	2				
Mathematics Extension					3	3

# 11. Extra-curricular Activities



## 12. Our School Premises

All classrooms, special rooms and the school hall are equipped with a computer network and screen. LCD projectors are also installed in some of the venues.

### Classrooms and Special Rooms

Standard Classroom (25)	School Hall
Library <i>cum</i> Multi-media Resources Production Centre	Student Activities Centre <i>cum</i> Student Union Office
Multi-media Geography Room	Interview Room <i>cum</i> classroom (501, 502)
Computer Room (1)	Home Management Room (fully furnished)
Theatre Studio (105)	Music Room
General Purpose Room (107)	Art & Design Room
Medical Inspection Room	Social Worker's Office
Covered Playground	Religious Education Room
Interactive Learning Centre	Design & Technology Room
Science Laboratory	Chemistry Laboratory
Physics Laboratory	Biology Laboratory
Needlework Room	

### Special Features

- SL Discovery – Campus Video with Plasma TV and production centre
- Venues with IT facilities remain open for students and staff after school
- The Religious Education Room and a backyard with a statue of the Holy Mother provide a place of tranquility and spirituality in which students and staff can take a rest.