

**Tsung Tsin Christian Academy**  
**Plan To Implement the Schools' Major Concern 2009-2010**

**1. To provide a smooth implementation of the New Senior Secondary (NSS) Curriculum**

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Responsible Department / Person</b>
1. To provide support to teachers by utilizing related funds and resources	Ongoing	- All necessary planning & preparations completed	- Scrutiny of document	- Principal
2. To ensure that all teachers who are required to teach NSS complete the required training courses	Ongoing	- Teachers concerned enroll and complete the training courses	- Teachers CPD record - Teachers survey	- Assistant Principal
3. To refine the Liberal Studies curriculum	Sept 09 – Feb 10	- Framework of the Liberal Studies curriculum is finalized for teaching	- Scrutiny of document - Feedback from students	- Assistant Principal - Coordinator of Liberal Studies
4. To co-ordinate Other Learning Experiences (OLE) across the curriculum	Throughout the year	- A variety of OLE activities are organized	- Scrutiny of document - No. of OLE activities organized - Feedback from students	- OLE unit
5. To enhance students' motivation in self-initiated learning and take responsibility for their own records in the Student Learning Profile (SLP)	Throughout the year	- Every S1-S3 student has a SLP in written form - Every S4-S6 student has a SLP in electronic form	- Scrutiny of document - Feedback from students	- SLP unit

## 2. To further enhance the quality of EMI teaching and learning

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	Responsible Department / Person
1. To fortify students' language skills for learning in EMI classroom	Ongoing	- Language is not an obstacle in the understanding of teachers' instruction and completion of assignments	- Teachers' observation of students' performance in lessons and daily work	- AAC - EMI Subject Dept.
2. To encourage wide English reading by exposing and reading materials of different subjects and diverse interests for the Morning Reading	Oct 09 – May 10	- Students are reading more widely - Book exhibition and book-sharing session on books of EMI subjects are organized	- Teachers' observation - Library's loan record	- Reading Promotion Unit - Teacher Librarian
3. To organize more language arts activities to enhance appreciation of the English culture	Nov 09 – Apr 10	- Students show greater interest and better appreciation of language arts activities - Students' speaking performance are improved	- Teachers' observation of the general atmosphere and attitude - Students' feedback	- Coordinator of Eng. Dept.
4. To encourage EMI teachers to attend related courses to further facilitate teaching and learning in English	Sept 09 – June 10	- Teachers of EMI subjects attend related courses, preferably those newly appointed in current year	- Teachers CPD record	- Assistant Principal

### 3. To reinforce the culture of school self-evaluation and to build a quality assurance mechanism

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	Responsible Department / Person
1. To promote self-evaluation activities by students and parents	Ongoing	<ul style="list-style-type: none"> <li>- Students and parents are more ready to express idea and opinion through Student Voice and PTA</li> </ul>	<ul style="list-style-type: none"> <li>- Establishment of Student Voice</li> <li>- Parents' feedback through PTA</li> </ul>	<ul style="list-style-type: none"> <li>- Principal</li> <li>- Assistant Principal</li> <li>- Senior Director of Student Affairs</li> </ul>
2. To design and develop effective quality assurance mechanism	Nov 09 – May 10	<ul style="list-style-type: none"> <li>- Conduct systematic lesson observation</li> <li>- Teachers seek self improvement through reflections</li> <li>- Conduct interviews and other self-evaluation activities for TFC and subject coordinators</li> </ul>	<ul style="list-style-type: none"> <li>- Lesson observation records</li> <li>- Teachers' Portfolio</li> <li>- Appraisal records</li> </ul>	<ul style="list-style-type: none"> <li>- Principal</li> <li>- Assistant Principal</li> <li>- Quality Assurance Team (QAT)</li> </ul>
3. To implement and improve initiatives derived from self-evaluation and quality assurance mechanisms	Nov 09 – June 10	<ul style="list-style-type: none"> <li>- Prioritize and implement the improvement initiatives recommended by QAT</li> </ul>	<ul style="list-style-type: none"> <li>- AC Meetings</li> <li>- Evaluation Report</li> </ul>	<ul style="list-style-type: none"> <li>- Principal</li> <li>- School Improvement Team (SIT)</li> </ul>