

Annual School Plan 2013-2014

1. Development of a professional teaching team with high dedication for student learning

Strategies / Tasks	Time Scale	Success Criteria	Method of Evaluation	Responsible Department
1. To adopt appropriate approaches to facilitate quality interactions and students become owner of their own learning	Throughout the year	<ul style="list-style-type: none"> - Teachers try out relevant strategies in teaching - Lesson observation with sharp focus on student-centred learning 	<ul style="list-style-type: none"> - Evaluation through classroom observation and in panel - Scrutiny of document 	AAC
2. To enhance classroom learning and teaching effectiveness through peer lesson observation	Throughout the year	<ul style="list-style-type: none"> - Subject-based sharing sessions being held - Teachers showing positive feedback on peer lesson observation - Students showing improving engagement during lessons 	<ul style="list-style-type: none"> - Record of sharing session - Teachers' survey 	AAC
3. To promote reading through reading schemes and Day 3 assembly	Throughout the year	<ul style="list-style-type: none"> - Students and teachers show positive response 	<ul style="list-style-type: none"> - Reading scheme record - Readers' Log 	AAC
4. To arrange talks /visits to help students better understand their own potential and how to achieve success in life through different possible study pathway	Throughout the year	<ul style="list-style-type: none"> - Students find helpful in talks/visits 	<ul style="list-style-type: none"> - Scrutiny documents - Students' feedback 	AAC
5. To communicate with various organization <ul style="list-style-type: none"> - contact business professionals to widen students' career-related experience - network with other schools/organizations 	Throughout the year	<ul style="list-style-type: none"> - Students show interest to the organized career-related activities 	<ul style="list-style-type: none"> - Scrutiny documents - Students' feedback 	AAC

2. To further maximize students' leadership, foster students' autonomy and strengthen students' positive value

Strategies / Tasks	Time Scale	Success Criteria	Method of Evaluation	Responsible Department
1. To strengthen student leaders' leadership skills by provision of structured leadership training	Throughout the year	<ul style="list-style-type: none"> - Student leaders have a sense of ownership on their jobs, show sense of belonging, be willing to serve schoolmates and faithful to their duties - Senior form students will be able to take care of junior form students - 80% of attendance will be expected in the training sessions - Students are able to demonstrate their leadership and planning in some events in different students' organizations 	<ul style="list-style-type: none"> - Records of students' performance - Students' attendance - Assessment Record - Students' survey and interview - Committee Report - Training Scheme Report 	SSC EAC RAC
2. To further foster student leaders' autonomy and management skills by delegation of authority	Throughout the year	<ul style="list-style-type: none"> - Student leaders are able to hold activities on their own - Student leaders are able to lead the student organizations - Students will be able to express their voice through Chairpersons of classes - Students are able to follow student leaders' instructions well, eg. morning devotion assembly - Junior students will have proper guidance from senior students through peer mentoring scheme 	<ul style="list-style-type: none"> - Students' performance - Teachers' observation - Evaluation Interview - Committee Report Regular Lunch Chat Sessions 	SSC EAC
3. To further develop student leaders' role to convey positive attitude and moral value on the campus by provision of structured training	Throughout the year	<ul style="list-style-type: none"> - 80% of attendance will be expected in the training sessions - Student leaders are able to conduct programmes on the campus to convey positive values 	<ul style="list-style-type: none"> - Comments from teachers and students - Assessment Record 	SSC
4. To provide a variety of opportunities for students to experience service learning	Throughout the year	<ul style="list-style-type: none"> - Students enjoy the experiences to serve the community through different activities - More than 90% of students are involved in service learning 	<ul style="list-style-type: none"> - The attendance of students in the programmes or services - Students' survey - Students' reflection 	EAC

3. Development of high quality teaching staff with strong professional capacity and accountability

Strategies / Tasks	Time Scale	Success Criteria	Method of Evaluation	Responsible Department
1. To put into practice the refined appraisal scheme	Throughout the year	<ul style="list-style-type: none"> - Teachers engage in the appraisal scheme and employ the findings for improvement in both teaching and non-teaching duties 	<ul style="list-style-type: none"> - Scrutiny documents - Teachers' feedback 	AC
2. To organize school-based staff development sessions to enhance teachers' professional collaboration on a regular basis	Throughout the year	<ul style="list-style-type: none"> - Most teachers will find the sessions effective and fruitful to enhance teachers' collaboration - Teachers agree that they learned about their strengths and weaknesses 	<ul style="list-style-type: none"> - Feedback from teachers - Teachers' participation 	AC
3. Use of Staff Development Days on subject /key learning area basis and teacher development	Throughout the year	<ul style="list-style-type: none"> - Teachers' active participation with professional growth 	<ul style="list-style-type: none"> - Teachers' satisfaction, engagement in work 	AC

4. To advance school's facilities to cater student learning needs

Strategies / Tasks	Time Scale	Success Criteria	Method of Evaluation	Responsible Department
1. To facilitate a hardware environment for future development of e-learning	Throughout the year	- 15 more WIFI Access Point will be installed in classrooms for facilitating effective e-learning environment.	- Feedback from teachers and students	SySC
2. To facilitate software platform for future development of e-admin system	Throughout the year	- E-admin system will be set up to provide efficient and effective administration support to school.	- Feedback from teachers and staff	SySC
3. To facilitate an "ECO" school	Throughout the year	<ul style="list-style-type: none"> - A ECO pond will be set up for science learning purpose - A solar power system and weather monitoring system will be installed for learning purpose 	- Teachers' satisfaction, students' engagement in work	SySC