

## SKH Tsang Shiu Tim Secondary School

### Work Plan on Life Planning with the Career Life Planning (CLP) Grant 2014-2015

Objectives	Strategies	Monitoring/Evaluation	Allocation of CLP Grant
1. To provide Career Education guidance and advice to <u>all</u> students in school	<ul style="list-style-type: none"> <li>- The Career Mistress (CM) oversees the Career Team, revamps the Career Education Curriculum and adopts a whole school approach to cater for different developmental stages of students.</li> <li>- Each form has a minimum of 4 hours of Career Education in the Moral Education lesson and the morning assembly.</li> </ul>	Teachers' observation, questionnaires, students' feedback	CM has 8 lessons released to revamp the curriculum and oversee the implementation of all Career Education programmes.
2. To provide <u>different dimensions of intervention</u> in school to address the needs of students at different development stages	<p>The Career Teachers (CTs)</p> <ul style="list-style-type: none"> <li>- Plan programmes targeting at individualized guidance for all F6 graduates based on various assessment tools.</li> <li>- Integrate Career Education into different KLAs, ECAs, OLEs and school environment.</li> <li>- Solicit the co-operation and help from different school personnel to help in the</li> </ul>	Teachers' observation, questionnaires, students' feedback	<p>CT1 – 2 lessons released  CT2 – 5 lessons released  CT3 – 4 lessons released  CT4 – 2.5 lessons released  (CT3 &amp; CT4 released also from Form Teachers' duties)</p> <p>A new GM recruited has 25% of his salary  (\$14,912.625×12=\$178,951.5)  paid by CLP Grant and became a new CT while relieving CT2</p>

	implementation of Career Education and guidance		of 5 lessons. A new GM recruited relieving CM & 3 CTs' 16.5 lessons has 60% of her salary (\$23,703.75×12=\$284,445) paid by CLP Grant.
3. To enable students to explore, plan and manage their career plans through cooperation with <u>external organisations</u>	The Career Teachers (CTs) - Co-operate with external organisations to organise programmes to forge mentorship, develop Life Planning skills and on-going evaluation and reflection	Feedback from questionnaires/interviews done by external organizations, alumni, teachers and students	\$18,000 to buy service from a NGO.
4. To develop parents and all staff members in their awareness of how Life Planning can be implemented in a <u>whole-school approach</u> .	The Career Teachers (CTs) - Will invite a speaker to host a Staff Development Day about Life Planning. - Inviting parents to some Career-related events.	Questionnaires	\$12,000 to pay for the speaker and related activities.

**Legend:** KLA: Key Learning Areas  
OLE: Other Learning Experiences  
ECA: Extra-curricular activities  
NGO: Non-government organisations  
GM: Graduate Master