

## ANNUAL SCHOOL PLAN 2019/20

### 1. Major Concern: Enhancing the whole-school approach in Career Education

Strategies/Tasks	Time Scale	Success Criteria	Evaluation Method	People Responsible	Resources
1.1 Students learning effective verbal communication skills	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>Students are articulate and confident in verbal communication in academic and extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>Surveys</li> <li>Deliverables (essays, emails, speeches, daily communication etc.)</li> </ul>	<u>Wong WS</u> <ul style="list-style-type: none"> <li>CLP Teachers</li> <li>All Teachers</li> </ul>	<ul style="list-style-type: none"> <li>External resources</li> <li>PTA</li> <li>Alumni</li> </ul>
1.2 CLP Teachers organizing leadership training activities related to verbal communication skills	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>CLP Teachers can groom a core group of leaders to become role models leading fellow schoolmates in verbal communication skills</li> </ul>	<ul style="list-style-type: none"> <li>Activities conducted by the role models</li> <li>Surveys</li> </ul>	<u>Wong WS</u> <ul style="list-style-type: none"> <li>CLP Teachers</li> <li>All Teachers</li> </ul>	<ul style="list-style-type: none"> <li>External resources</li> <li>PTA</li> <li>Alumni</li> </ul>

1.3 Teachers incorporating verbal communication skills in academic and extra-curricular activities	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>Teachers effectively incorporates verbal communication skills into the design of academic and extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>Surveys</li> <li>Annual Plans</li> </ul>	<u><b>Wong WS</b></u> <ul style="list-style-type: none"> <li>CLP Teachers</li> <li>All Teachers</li> </ul>	<ul style="list-style-type: none"> <li>External resources</li> <li>PTA</li> <li>Alumni</li> </ul>
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**2. Major Concern: Implement a value education to cultivate students' attitude and values**

Strategies / Tasks	Time Scale	Success Criteria	Evaluation Method	People Responsible	Resources
2.1 Enhance students' positive attitudes and behaviour	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>• A 5% decrease in the number of misdemeanours</li> <li>• Successful cases in the Self Improvement Scheme</li> <li>• Increases in F.3 prefects as compared to the previous year's</li> </ul>	<ul style="list-style-type: none"> <li>• Statistics of disciplinary cases.</li> <li>• Feedback from Form Teachers in regular Form Teachers meeting</li> </ul>	<u><b>Li C.W.</b></u> <ul style="list-style-type: none"> <li>• Discipline Team Members</li> </ul>	
2.2 Nurture students to be serving leaders through practical experience	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>• Students have good understanding of the skills and attitudes as serving leaders</li> <li>• Students are developing skills as serving leaders</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers' comments</li> <li>• Student questionnaires of skills and attitudes as serving leaders</li> </ul>	<u><b>Ma K.M.</b></u> <ul style="list-style-type: none"> <li>• Life Education Team</li> <li>• Social Affairs Society</li> <li>• CYC</li> </ul>	
2.3 Enhance the positive, supportive and caring school climate	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>• Students have active participation in the campaign and the film show</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers' comments</li> <li>• Surveys</li> </ul>	<u><b>Ma K.M.</b></u> <ul style="list-style-type: none"> <li>• Life Education Team Fellowship</li> </ul>	

**3. Major Concern: Support and care for students with mental health needs**

Strategies/Tasks	Time Scale	Success Criteria	Evaluation Method	People Responsible	Resources
3.1 Enhance mental health awareness in school	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>Students have updated knowledge on how to access mental health information</li> <li>Students have a good understanding of risk factors and determinant mental health problems or disorders</li> </ul>	<ul style="list-style-type: none"> <li>Questionnaires</li> <li>Surveys</li> <li>Feedback collected from moral education evaluation meetings</li> </ul>	<b><u>Ma W.L.</u></b> <ul style="list-style-type: none"> <li>Yiu K.W.</li> <li>Ma K.M.</li> <li>Cheng Y.Ying</li> <li>Social worker</li> <li>Counselling Team members</li> </ul>	<ul style="list-style-type: none"> <li>External resources</li> <li>Learning Support Grant</li> </ul>
3.2 Provide support for teacher dealing with students with mental health needs	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>At least 6 teachers attend the relevant training courses</li> <li>60% of teachers with professional training are confident in identifying and supporting students with mental health needs</li> <li>70% of teachers agree the workshops/ seminars held on a Staff Development Day are useful in equipping them with necessary skills to deal with students with mental health needs</li> </ul>	<ul style="list-style-type: none"> <li>Questionnaires</li> <li>Questionnaires on the Staff Development Days</li> <li>CPD records</li> </ul>	<b><u>Ma W.L.</u></b> <ul style="list-style-type: none"> <li>Yiu K.W.</li> <li>Social worker</li> <li>Counselling Team members</li> <li>Learning Support Team member</li> </ul>	<ul style="list-style-type: none"> <li>External resources</li> <li>Learning Support Grant</li> </ul>

Strategies/Tasks	Time Scale	Success Criteria	Evaluation Method	People Responsible	Resources
3.3 Provide support for students with mental health needs	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>60% of students with mental health needs understand and accept their strengths and limitations, and develop a positive mindset to face adversity</li> <li>70% of students with mental health first aid training feel confident in helping schoolmates with mental health needs</li> </ul>	<ul style="list-style-type: none"> <li>Questionnaires</li> <li>Students' case records</li> <li>Feedback from form teachers and subject teachers</li> <li>Feedback collected from mental health first aid programmes</li> </ul>	<u><b>Ma W.L.</b></u> <ul style="list-style-type: none"> <li>Yiu K.W.</li> <li>Cheng Y.Ying</li> <li>Social worker</li> <li>Counselling Team members</li> <li>Learning Support Team members</li> </ul>	<ul style="list-style-type: none"> <li>Learning Support Grant</li> <li>Educational psychologist</li> <li>Integrated Education Assistant</li> </ul>
3.4 Collaborate with parents of students with mental health needs.	Sep. 19 – Aug. 20	<ul style="list-style-type: none"> <li>Teachers of the Learning Support Team can make appropriate arrangement to cater students with mental health needs</li> </ul>	<ul style="list-style-type: none"> <li>Feedback from parents concerned</li> </ul>	<u><b>Yiu K.W.</b></u> <ul style="list-style-type: none"> <li>Learning Support Team members</li> </ul>	<ul style="list-style-type: none"> <li>Learning Support Grant</li> <li>Integrated Education Assistant</li> </ul>