

Annual School Plan 2017/2018

Theme: Multiple Pathways to Glory for Students

Major Concern 1 : Excelling Effective Learning and Teaching

Targets	Strategies/Tasks	Success Criteria	Method of Evaluation	Time Scale	People in Charge	Resources Required
A. To promote self-directed learning through experiential learning	1. To understand the learning style and difficulties of students a. Study habit survey & academic meetings with student representatives will be conducted to collect students' views. b. Pre-test and pre-examination tutorial classes will be arranged for all levels and subjects. c. Post-mock exams will be arranged for S6 students. d. A pre-S1 bridging course will be conducted.	<ul style="list-style-type: none"> • Survey and academic meetings conducted with students of all levels • Survey results are analysed • At least three days of pre-test and four days of pre-exam tutorial classes are arranged for each test/exam period • At least 50% of participants agree that the post-mock exams / bridging course are useful 	<ul style="list-style-type: none"> • Record and analysis of the survey • Students' feedback • Teachers' observation 	Whole year	<ul style="list-style-type: none"> • KLA Coordinators • HODs • Academic Promotion Committee 	<ul style="list-style-type: none"> • NA
	2. To assist students in developing and setting their learning goals and to develop their learning strategies leading to their academic plans a. After-school enhancement classes will be arranged for S1 students. b. Study skills workshops will be organised for S4 students. c. Public exam skills will be integrated into the senior form curriculum. d. Subject-based skills-related activities will be incorporated into learning. e. STEM education will be implemented by allocating one STEM lesson in S2.	<ul style="list-style-type: none"> • At least 70% of students agree that the classes / workshops are useful • Each subject department incorporates public exam skills into the schemes of work of senior forms • At least one skills-related activity is incorporated into the teaching of each subject • At least 70% of S2 students find STEM lessons rewarding • At least two STEM-related workshops or projects are implemented for target students 	<ul style="list-style-type: none"> • Questionnaires • Teachers' feedback 		<ul style="list-style-type: none"> • HODs • Academic Promotion Committee • STEM Education teachers i/c 	<ul style="list-style-type: none"> • DLG • STEM Education funding
	3. To provide subject related life planning and careers opportunities in collaboration with NGOs or tertiary institutes a. Life goal programmes related to relevant subjects will be organised for students.	<ul style="list-style-type: none"> • At least four life goal programmes are organised 	<ul style="list-style-type: none"> • Students' feedback • Parents' feedback 		<ul style="list-style-type: none"> • Careers Education Committee • HODs • 	<ul style="list-style-type: none"> • OEPG • SCBG

	<p>4. To enhance home-school cooperation in promoting students' self-directed learning</p> <p>a. Principal's meetings with parents will be held.</p>	<ul style="list-style-type: none"> At least six principal's meetings with parents are arranged 	<ul style="list-style-type: none"> PTA records 		<ul style="list-style-type: none"> Principal PTA 	<ul style="list-style-type: none"> PTA Fund
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B. To enhance the learning of Chinese for better social integration and career opportunities	<p>1. To provide graded levels of different curricula catering for students' diverse abilities</p> <p>a. Chinese Language assessment tools will be used to group students according to their ability.</p> <p>b. An adapted Chinese Language class will be implemented in S1 to S3.</p>	<ul style="list-style-type: none"> The tools are able to cater for learner diversity Learning materials are tailor-made to the needs of the students 	<ul style="list-style-type: none"> Teachers' observation Students' feedback Questionnaires 	Sept to Oct	• NCSC HOD	• Support Grant for Enhanced Chinese Learning and Teaching for NCS Students
	<p>2. To help NCS students to make an informed decision</p> <p>a. A school talk on different Chinese Language courses will be organised for S4 students.</p> <p>b. Applied Learning Chinese will be offered in S4.</p>	<ul style="list-style-type: none"> The majority of students understand the nature of the courses Applied Learning Chinese course is implemented 	<ul style="list-style-type: none"> Teachers' observation 	Whole year		
	<p>3. To create an inclusive learning environment to enhance students' Chinese language learning</p> <p>a. Various Chinese-related activities will be arranged.</p> <p>b. A Chinese Week will be organised.</p> <p>c. A Chinese Culture Appreciation programme will be arranged for S1 students.</p>	<ul style="list-style-type: none"> At least three activities are organised Students participate actively in the activities At least 70% of the students find the Chinese Culture Appreciation programme interesting 	<ul style="list-style-type: none"> Teachers' observation Students' feedback 	Whole year	<ul style="list-style-type: none"> • NCSC HOD • Chinese HOD 	

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C. To develop self-directed learning via e-learning	1. To maintain an efficient Wi-Fi system for e-learning <ol style="list-style-type: none"> a. The renewed IT switches will be maintained in good working order. b. A Wi-Fi network will be set up in the whole school. 	<ul style="list-style-type: none"> • The stability of the IT network system is maintained • A Wi-Fi network is successfully set up 	<ul style="list-style-type: none"> • Teachers' feedback • Maintenance report 	Whole year	• IT Team	<ul style="list-style-type: none"> • OEP • CITG • SAMG
	2. To implement e-learning <ol style="list-style-type: none"> a. Students will be informed of the various schemes available to them to have access to a computer / tablet, and / or internet access after school hours. b. Homework records for S1 to S3 will be uploaded to eClass daily. c. E-learning and e-assignments will be integrated into teaching and learning. 	<ul style="list-style-type: none"> • The schemes are promoted and the students concerned apply • Homework records are uploaded to eClass each day • At least one e-assignment for each subject in each level is given in each term • At least one e-learning lesson for each subject is conducted in any one level per term 	<ul style="list-style-type: none"> • eClass record and analysis • Teachers' and students' feedback 	Sept Whole year	<ul style="list-style-type: none"> • IT Team • HODs 	• NA

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D. To enhance the culture of sharing and collaboration among teachers of the same departments and KLAs	1. To maintain the mentorship scheme and learning circle for new teachers <ol style="list-style-type: none"> a. The Mentorship Scheme will be organised for all newly joined teachers. b. All green teachers will join the Learning Circle. c. Lesson observations will be carried out for all green teacher members of the Learning Circle. Post-lesson observation sharing will be conducted. 	<ul style="list-style-type: none"> • 70% of green teachers agree that the Learning Circle is useful • Each green teacher participates in at least one lesson observation, and one post-lesson observation sharing session 	<ul style="list-style-type: none"> • Teachers' feedback • Record of meetings • Record of lesson observations 	Whole year	<ul style="list-style-type: none"> • Staff Development Team 	<ul style="list-style-type: none"> • NA
	2. To strengthen teachers' collaborative teaching <ol style="list-style-type: none"> a. Subject level meetings will be conducted by all subject departments. b. Open lessons will be conducted by all subject departments. 	<ul style="list-style-type: none"> • At least two subject level meetings are conducted per year • At least one open lesson is conducted by each subject department per year 	<ul style="list-style-type: none"> • Teachers' feedback 		<ul style="list-style-type: none"> • HODs 	<ul style="list-style-type: none"> • NA
	3. To broaden teachers' horizons <ol style="list-style-type: none"> a. A teacher exchange programme will be implemented. b. Professional development of teachers will be encouraged. 	<ul style="list-style-type: none"> • Teachers from other schools participate • Enrolment in professional development courses 	<ul style="list-style-type: none"> • Participation records • Teachers' feedback 		<ul style="list-style-type: none"> • Staff Development Team • Assistant Principal 	<ul style="list-style-type: none"> • Professional development funding