

*Learning with Commitment*

*Serving with Gratitude*

**Annual School Plan 2021 - 2022**



# Annual School Plan 2021-2022

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**I. Major Concerns 2021-2022****1. Learning and Teaching***Empowering our students to be committed self-directed learners*

**Focus 1:** Strengthening the abilities of students to engage in self-directed learning

**Focus 2:** Strengthening teachers' roles and abilities as facilitators of learning

**Focus 3:** Coping with the new learning mode

**Focus 4:** Creating space and time for students to explore beyond the classroom

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 1:</u> Strengthening the abilities of students to engage in self-directed learning</p> <p>1.1 Enhancing higher-order thinking skills of students</p> <p>1.1.1 Empowering S1 students to apply systems thinking in solving problems</p> <p>1.1.2 Empowering S2 students to apply design thinking in problem solving and daily life</p>	<p>- Throughout the year</p> <p>- Throughout the year</p>	<p>- Systems thinking is introduced to S1 students in the school year 2021-2022.</p> <p>- 70% of S1 students are able to apply systems thinking in their work.</p> <p>- Design thinking is introduced to S2 students.</p> <p>- 80% of S2 students are able to apply design thinking in their work.</p>	<p>- Department reports, student reflections</p> <p>- Student work, teacher evaluations, department reports</p> <p>- Department reports, student reflections</p> <p>- Student work, teacher evaluations, department reports</p>	<p>- PBL &amp; Thinking Skills Enhancement Team, HoDs, teachers and students</p> <p>- PBL &amp; Thinking Skills Enhancement Team, HoDs, teachers and students</p>	<p>- Appropriate programmes on systems thinking for teachers and students</p> <p>- Appropriate programmes on designs thinking for teachers and students</p>

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p>1.2 Students being encouraged to take part in pull-out programmes, external competitions/ activities and extended learning to widen their exposure and to stretch their potential further</p> <ul style="list-style-type: none"> <li>- More students being informed of external competitions/ activities through various channels</li> <li>- Opportunities being provided for students to apply their generic skills beyond the classroom and students are ready to take part in these activities</li> </ul>	<ul style="list-style-type: none"> <li>- Throughout the year</li> <li>- Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>- 70% of students agree that they are informed of external activities through different platforms in school.</li> <li>- 70% of participants find that the programmes they joined are helpful in stretching their potential.</li> </ul>	<ul style="list-style-type: none"> <li>- Questionnaires, reflection of students</li> <li>- Surveys, reflection of teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>- OLE Team, Gifted Education Team, different departments and teams</li> </ul>	<ul style="list-style-type: none"> <li>- OLE Team, Gifted Education Team, different departments and reams</li> </ul>

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p>1.3 Students being encouraged to enhance their learning with the aid of information technology.</p> <ul style="list-style-type: none"> <li>- Implementation of BYOD</li> <li>- Enhancing STEM education for junior forms, providing S1 students with taster programme on AI</li> </ul>	<ul style="list-style-type: none"> <li>- Throughout the year</li> <li>- January 2022</li> </ul>	<ul style="list-style-type: none"> <li>- The first phase of BYOD is implemented according to schedule.</li> <li>- At least 75% of senior students find BYOD beneficial to learning.</li> <li>- At least 75% of S1 students find the BYOD beneficial to learning.</li> <li>- 75% of students find the programme conducive to their understanding on the use of AI.</li> </ul>	<ul style="list-style-type: none"> <li>- Reflection of teachers and students, department evaluation reports</li> <li>- Survey</li> </ul>	<ul style="list-style-type: none"> <li>- eLearning Steering Committee, teachers and students</li> <li>- STEM Co-ordinating Team</li> </ul>	<ul style="list-style-type: none"> <li>- eLearning Steering Committee, teachers and students</li> <li>- Financial resources</li> </ul>

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
1.4 Teachers promoting deep learning and reading.  - Teachers adopting various L&T strategies to promote deep learning and reading in different subjects	- Throughout the year	- 70% of teachers have promoted deep learning in their lessons.  - 70% of teachers have engaged in reading-related activities.	- Reflection of teachers, surveys	- Different departments and teams	- Time for teachers to explore reading and different L&T strategies in class
1.5 Teachers providing students with formative feedback on their performance	- Throughout the year	- 75% of teachers give formative feedback regularly.	- Reflection of teachers and students	- Teachers and students	- Teachers and students

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 2:</u> Strengthening teachers' roles and abilities as facilitators of learning</p> <p>2.1 Strengthening peer lesson observation as a platform for professional development</p> <p>2.1.1 Organising workshops/ sharing sessions on lesson observation to deepen teachers' understanding on peer lesson observation</p> <p>2.1.2 Enhancing the current peer lesson observation system so as to help teachers become reflective practitioners</p> <p>2.1.3 Teachers carrying out peer lesson observations</p>	<p>- August and September 2021</p> <p>- August and September 2021</p> <p>- Throughout the year</p>	<p>- At least two professional development workshops/ sharing sessions on lesson observation are held.</p> <p>- 70% of participants find the workshops helpful.</p> <p>- 70% of teachers find lesson observation useful in enhancing their professional development.</p>	<p>- Evaluation report from SDT</p> <p>- Feedback from teachers</p> <p>- Department minutes, evaluation reports, teachers' reflections</p> <p>- Reflection of teachers</p>	<p>- SDT, teachers</p> <p>- Departments and teams concerned, teachers</p> <p>- Teachers concerned</p>	<p>- Availability of relevant training workshops, financial resources</p> <p>- Availability of relevant external support</p>



<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
2.2 Soliciting external support to enhance school-based development in learning and teaching as well as student qualities	- Throughout the year	- At least two departments/ teams have solicited external support to enhance curriculum development/ student qualities development.  - 75% of department/ team members find the support helpful.	- Department evaluation reports  - Reflection of teachers	- Departments and teams concerned	- Time for exploring eLearning
2.3 Enhancing the abilities of teachers in eLearning  - Organising workshops on eLearning apps for different departments	- Throughout the year	- At least one workshop on eLearning app is organised for each department by June 2022.  - At least 70 % of participants find the workshops useful.	- Evaluation reports  - Surveys	- All teachers, Pedagogy Exploration and Enhancement Team, eLearning Steering Committee, SDT	- Appropriate workshops  - Time for workshops

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 3:</u> Coping with the new learning mode</p> <p>3.1 Implementation of BYOD</p> <p>3.2 Devising a plan to cope with suspension of face-to-face class</p> <p>3.3 Providing flexible online/ face-to-face learning/ extra-curricular activities to respond to the latest development of COVID-19 and guidelines issued by the EDB</p>	<p>- Throughout the year</p> <p>- August – September 2021</p> <p>- Throughout the year</p>	<p>- The BYOD policy is implemented as scheduled.</p> <p>- Guidelines on arrangements in case of face-to-face class suspension are drafted and included in the staff manual.</p> <p>- Online and face-to-face activities are arranged for students throughout the year in consideration of the development of the pandemic.</p>	<p>- Minutes of KLA meetings and department meetings</p> <p>- Survey, evaluation reports</p>	<p>- CDC, KLA coordinators and HoDs</p> <p>- SAAT, OLE Team, different departments and teams concerned</p>	<p>- Availability of appropriate programmes</p>

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 4:</u> Creating space and time for students to explore beyond the classroom</p> <p>4.1 An Activities Week being scheduled to enable S1 to S5 students to engage in different learning activities beyond the classroom</p> <p>4.2 Seven OLE Fridays being scheduled to provide opportunities for students to take part in a wide range of extra-curricular activities</p>	<p>- January 2022</p> <p>- Throughout the year</p>	<p>- 70% of participants agree that the Activities Week widens their exposure.</p> <p>- 70% of participants agree that the OLE Fridays widens their exposure.</p> <p>- 70% of participants agree that they enjoy the programmes provided on OLE Fridays.</p>	<p>- Evaluation reports</p> <p>- Survey, reflection of teachers and students, evaluation reports</p>	<p>- L&amp;T Advancement Team, HoDs and Team Heads</p> <p>- OLE Team, departments and teams concerned</p>	

## 2. Student Quality Development

*Grooming our students to be grateful, value-driven young people, ready to serve and share with others*

**Focus 1:** Strengthening values education

**Focus 2:** Cultivating positive outlook

**Focus 3:** Attending to the mental well-being of students

**Focus 4:** Cultivating a sense of belonging among students

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><b>Focus 1:</b> Strengthening values education</p> <p>1.1 Integrating the core values (Charity, Humility, Family, Life, Justice, Truth) into subject curriculums/ ECAs</p> <p>1.2 Providing opportunities for students to assume their responsibilities in learning and family such as setting goals, evaluating their learning, caring for their family members</p>	<p>- Throughout the year</p> <p>- Throughout the year</p>	<p>- All departments/ teams have incorporated the school core values into their curriculums/ activities.</p> <p>- 70% of students agree that they have understood more about the school core values through formal curriculum and informal curriculum.</p> <p>- 75% of students have taken part in at least two activities related to assuming one's responsibilities in learning and family.</p> <p>- 75% of participants found the activities meaningful and helpful.</p>	<p>- Curriculum plans, evaluation reports, surveys</p> <p>- Home period records, minutes of evaluation meetings, questionnaires</p>	<p>- Heads of departments/ teams, teachers and students</p> <p>- Promotion of Positive Education Core Team, HrTs, HrPs, students, departments and teams concerned</p>	<p>- Availability of suitable programmes on values education</p> <p>- Time for organising mass programmes for students</p>

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p>1.3 Nurturing a sense of gratitude and appreciation on the basis of love and humility, towards oneself and people around (self, family, school)</p> <ul style="list-style-type: none"> <li>- Students being encouraged to express their appreciation and gratitude to people around</li> </ul>		<ul style="list-style-type: none"> <li>- 75% of students make use of various opportunities to express their appreciation/ gratitude to the people around them.</li> </ul>	<ul style="list-style-type: none"> <li>- Evaluation of department and teams</li> <li>- Student surveys</li> <li>- Student reflections</li> </ul>	<ul style="list-style-type: none"> <li>- Student Qualities Development Core Team, departments and teams concerned</li> </ul>	
<p>1.4 Serving with love and respect</p> <ul style="list-style-type: none"> <li>- Conducting review on service learning</li> <li>- Gratitude, love and respect being stressed in the process of service</li> </ul>		<ul style="list-style-type: none"> <li>- Gratitude, love and respect are stressed in the service learning curriculum.</li> <li>- 70% of students show gratitude/ appreciation/ love in their service.</li> </ul>	<ul style="list-style-type: none"> <li>- Examination of the service learning curriculum</li> <li>- Reflection of students</li> <li>- Observation of teachers</li> </ul>	<ul style="list-style-type: none"> <li>- Teachers concerned, Community Service Coordination and Service Learning Team</li> </ul>	<ul style="list-style-type: none"> <li>- Availability of service opportunities in face of pandemic</li> </ul>

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1.5 Cultivating a deeper understanding on Chinese culture  - Extended learning activities being organised to deepen students' understanding and appreciation on Chinese culture	- Throughout the year	- At least one activity is organised for the senior and junior students respectively.  - 70% of students find that they have a deeper understanding on Chinese culture from the activities.	- Activities records, evaluation reports and reflections of students	- Departments and teams concerned, OLE Team, SLP Team	- Availability of extended learning activities under the pandemic
1.6 Drafting the framework of entrepreneurship education	- Throughout the year	- The framework is ready by June 2022.	- Document inspection	- Entrepreneurship Education Team	
1.7 Developing a school-based information literacy framework	- Throughout the year	- The framework is ready by June 2022.	- Document inspection	- IT Team	

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
<p><u>Focus 2:</u> Cultivating a positive outlook towards life</p> <p>2.1 Implementing S1 and S2 Positive Education curriculums in Home Periods</p> <p>2.2 Organising extended learning activities on positive psychology for S3 – S6 students</p>	<p>- Throughout the year</p> <p>- Throughout the year</p>	<p>- 70% of S1 and S2 students find that positive education home periods are useful in helping them build a positive outlook.</p> <p>- 70% of participants find that positive education activities help them cultivate a positive mind set.</p>	<p>- Surveys, students’ reflections</p> <p>- Surveys, feedback from students and teachers</p>	<p>- Promotion of Positive Education Core Team, HrTs and HrPs, students</p>	<p>- Time for review meetings</p>

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p>2.3 Sustaining a positive environment for students</p> <p>2.3.1 Deepening teachers' understanding on positive education</p> <ul style="list-style-type: none"> <li>- Organising staff development programmes for teachers</li> <li>- Encouraging teachers to give constructive feedback to students</li> </ul>	<ul style="list-style-type: none"> <li>- Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>- 80% of teachers find that the staff development programmes on positive education deepen their understanding on positive education.</li> <li>- 80% of teachers agree that they often provide students with positive comments.</li> </ul>	<ul style="list-style-type: none"> <li>- Surveys, teachers' reflection</li> </ul>	<ul style="list-style-type: none"> <li>- Promotion of Positive Education Core Team, SDT, teachers concerned</li> </ul>	<ul style="list-style-type: none"> <li>- Time for reflection</li> </ul>



Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
2.3.2 Building a supportive environment at home  - Organising workshops on positive education for parents	- October to December 2021	- 70% of the participants find the workshops helpful in cultivating a positive mind set.  - 70% of participants (both parents and students) find that the workshop on parent-child relationship is conducive to the building of parent-child relationship.	- Surveys, reflection/evaluation from participants	- Promotion of Positive Education Core Team, parents and students	- Time for parents to participate, additional financial resources
2.4 Introducing life planning to junior form students	- Throughout the year	- Two programmes on life planning are organised for junior form students by CFST.	- Activities records	- CFST	- Appropriate speakers

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 3</u> Attending to the mental well-being of students</p> <p>3.1 Empowering teachers to be sensitive to the mental well-being of students</p> <ul style="list-style-type: none"> <li>- Staff development programme on the mental well-being of students being arranged for all teaching staff.</li> </ul> <p>3.2 Introducing of the Scheme of Mental Well-being Ambassadors</p> <ul style="list-style-type: none"> <li>- Training of Mental Well-being Ambassadors</li> </ul>	<ul style="list-style-type: none"> <li>- First Term</li> <li>- Second Term</li> </ul>	<ul style="list-style-type: none"> <li>- 70% of teachers find the programme helpful in equipping them to address the mental well-being of students.</li> <li>- Twenty Mental Well-being Ambassadors are identified at the beginning of the Second Term.</li> <li>- The Mental Well-being Ambassadors find the training programme useful for providing peer support to students in need.</li> </ul>	<ul style="list-style-type: none"> <li>- Surveys</li> <li>- Records</li> <li>- Reflection of students</li> </ul>	<ul style="list-style-type: none"> <li>- Staff Development Team</li> <li>- Promotion of Positive Education Team</li> <li>- Promotion of Positive Education Team</li> </ul>	<ul style="list-style-type: none"> <li>- Availability of suitable speakers</li> <li>- Time for the training programme</li> </ul>

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 4</u> Cultivating a sense of belonging among students</p> <p>4.1 Launching of the Anniversary Website</p>	<p>- First Term</p> <p>- Throughout the year</p>	<p>- The Anniversary Website is launched by the end of 2021.</p> <p>- 70% of visitors (teachers and students) agree that the website provides a platform for students to share their talents with others.</p>	<p>- Surveys</p>	<p>- Anniversary Coordinating Team/ SEO, Student Council</p> <p>- Departments and teams concerned</p>	<p>- Financial resources for launching the website</p>
<p>4.2 Encouraging students to participate in school events</p> <p>- Service by students to school being acknowledged openly</p>	<p>- Throughout the year</p>	<p>- 70% of students/ teachers agree that opportunities are provided for students to serve the School on different occasions and their service is acknowledged.</p> <p>- 70% of students agree that they are able to share their experiences in serving the School during the morning assembly or on other occasions.</p>	<p>- Surveys, teachers' observation</p> <p>- Surveys</p>	<p>- Departments and teams concerned</p>	<p>- Time and space for students to engage in school services</p>

### 3. Administration

*Providing an energizing environment for learning and teaching to take place*

**Focus 1:** Sustaining positive school ethos

**Focus 2:** Maintaining a healthy and safe environment for teachers and staff

**Focus 3:** Ensuring sustaining development in school management

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 1:</u> Sustaining positive school ethos</p> <p>1.1 School history project</p> <ul style="list-style-type: none"> <li>- Conducting document search on school history</li> <li>- Collecting artefacts from alumnae</li> </ul>	<ul style="list-style-type: none"> <li>- Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>- A proposal on the renovation of the School Heritage Corner is ready by June 2022.</li> </ul>	<ul style="list-style-type: none"> <li>- Evaluation report</li> </ul>	<ul style="list-style-type: none"> <li>- School History Project Team</li> </ul>	<ul style="list-style-type: none"> <li>- Donation of artefacts</li> <li>- Time and space for the document search</li> </ul>

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p>1.2 Outreach Project in Cambodia</p> <ul style="list-style-type: none"> <li>- Raising funds for the women's centre</li>   <li>- Service programmes for women and children in Cambodia</li> </ul>	<ul style="list-style-type: none"> <li>- Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>- At least 70% of students are aware of the outreach project in Cambodia.</li> <li>- The Dress Causal Day is organised to raise funds for the construction of the women's centre.</li> <li>- At least one service programme is held to connect the students with women/ children in Cambodia.</li> </ul>	<ul style="list-style-type: none"> <li>- Feedback from teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>- Student Council</li>   <li>- Community Service Coordination and Service Learning Team</li> </ul>	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 2</u> Maintaining a healthy and safe environment for teachers and staff</p> <p>2.1 Improving school facilities for the welfare of teachers and students</p> <p>2.2 Providing a clean and safe environment for the Sacred Heart community</p> <ul style="list-style-type: none"> <li>- Drawing up guidelines for school maintenance</li> </ul>	<ul style="list-style-type: none"> <li>- Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>- Suggestions on improvement of school facilities are collected from teachers and students.</li> <li>- Improvements are made in at least two areas suggested.</li> <li>- Guidelines on school maintenance and lending of school campus are ready by June 2022.</li> <li>- Extra clerical support is provided for teachers in at least two administration tasks.</li> </ul>	<ul style="list-style-type: none"> <li>- Feedback from students and teachers</li> <li>- Document inspection</li> </ul>	<ul style="list-style-type: none"> <li>- Administration Core Team, School Maintenance and Repair Team</li> <li>- Administration Core Team</li> </ul>	

<b>Strategies / Tasks</b>	<b>Time Scale</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>	<b>Resources Required</b>
<p>2.3 Adopting sufficient anti-epidemic measures to keep the school environment safe and prevent the spread of the pandemic</p> <ul style="list-style-type: none"> <li>- All anti-epidemic items being ready for use in all rooms.</li> <li>- Every member of the School being reminded to stay vigilant and observe the precautionary measures.</li> </ul>	- Throughout the year	- 80% of the teaching and non-teaching staff members think that the School adopts sufficient anti-pandemic measures	- Surveys	- Administration Core Team	
2.4 Organising staff and student wellness programmes	- Throughout the year	<ul style="list-style-type: none"> <li>- At least two programmes are organised to foster staff wellness.</li> <li>- At least two programmes are organised to foster student wellness.</li> </ul>	<ul style="list-style-type: none"> <li>- Evaluation by Staff Welfare Team and SDT</li> <li>- Evaluation by homeroom teachers and Counselling Team</li> </ul>	- Staff Welfare Team, Staff Development Team, Counselling Team	- Time and space for teachers and students to join the programmes

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 3</u> Ensuring sustaining development in school management</p> <p>3.1 Capacity Building</p> <ul style="list-style-type: none"> <li>- Staff being informed of the different professional development programme</li> <li>- Teachers being recommended to join different professional development programmes</li> </ul> <p>3.2 Staff members being well-informed of various school polices through different channels</p>	<ul style="list-style-type: none"> <li>- Throughout the year</li> <li>- Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>- 80% of staff members agree that they are well informed of the information on various training programmes.</li> <li>- 80% of staff members agree that they are well informed of the information on school policies.</li> </ul>	<ul style="list-style-type: none"> <li>- Surveys</li> <li>- Surveys</li> </ul>	<ul style="list-style-type: none"> <li>- SDT</li> <li>- Senior school management, Administration Core Team</li> </ul>	<ul style="list-style-type: none"> <li>- Time and space for staff to join training programmes</li> </ul>



## II. Financial Budget (as at 31 August 2021)

<b><u>BUDGET SUMMARY FOR 2021-2022</u></b>		
<b>CODE</b>	<b>PROGRAMME ITEM</b>	<b>TOTAL ALLOCATION (HK\$)</b>
A01-A08	Premises	2,245,500.00
A09-A18	Administration	5,913,157.20
C01-C24	Curriculum	2,081,147.50
P01-P35	Pastoral Care	3,093,133.00
	<b>Total</b>	<b>13,332,937.70</b>

### III. Plan for Use of Special Grants (as at 31 August 2021)

#### 1. Capacity Enhancement Grant (CEG)

**Estimated Total Expenses: HK\$ 1,322,520.00**

**Task Areas:**

1. Improving the language proficiency of junior students
2. Improving the academic performance of senior students in the three core subjects
3. Enhancing teaching and learning effectiveness in Chinese writing
4. Developing the ability of students in analysis and learning Chinese Language

Areas of concern	Implementation Plan	Benefits Anticipated	Schedule	Resources Required (HK\$)	Performance Indicators	Assessment Mechanism
1. Improving the language proficiency of junior students	<ul style="list-style-type: none"> <li>✧ Offering remedial classes for students who are weak in English Language and Chinese Language</li> </ul>	<ul style="list-style-type: none"> <li>✧ Students will clarify their misconceptions in English grammar, improve their awareness of parts of speech and correct spelling.</li> <li>✧ Students' foundation in Chinese Language will be improved through training on writing skills and comprehension skills.</li> </ul>	Throughout the school year from September 2021 to July 2022	<b>113,900.00</b>	<ul style="list-style-type: none"> <li>✧ Average attendance rate at 80%</li> <li>✧ Students showing improvement and greater commitment to their learning throughout the programme</li> <li>✧ Subject teachers' observation on participating students being positive</li> </ul>	<ul style="list-style-type: none"> <li>✧ Attendance records</li> <li>✧ Assessment records</li> <li>✧ Evaluation reports from tutors</li> <li>✧ Observation from subject teachers</li> </ul>

<b>Areas of concern</b>	<b>Implementation Plan</b>	<b>Benefits Anticipated</b>	<b>Schedule</b>	<b>Resources Required (HK\$)</b>	<b>Performance Indicators</b>	<b>Assessment Mechanism</b>
2. Improving the academic performance of senior students in the three core subjects	<ul style="list-style-type: none"> <li>✧ Offering enhancement classes for students who are less able in Chinese Language, English Language and Mathematics</li> </ul>	<ul style="list-style-type: none"> <li>✧ Students will be able to master the basic concepts and skills in the respective subjects.</li> <li>✧ Students will be better adapted to the HKDSE requirements and have a better grasp of the skills needed.</li> </ul>	Throughout the school year from September 2021 to July 2022	<b>89,000.00</b>	<ul style="list-style-type: none"> <li>✧ Improvement shown in internal and public exams</li> <li>✧ Individual needs of students are better catered for</li> </ul>	<ul style="list-style-type: none"> <li>✧ Feedback from participants</li> <li>✧ Evaluation reports from tutors</li> <li>✧ Observation from subject teachers</li> </ul>

Areas of concern	Implementation Plan	Benefits Anticipated	Schedule	Resources Required (HK\$)	Performance Indicators	Assessment Mechanism
3. Enhancing teaching and learning effectiveness in Chinese writing	<ul style="list-style-type: none"> <li>✧ Promoting teacher development through co-planning of lessons under professional guidance</li> <li>✧ Strengthening Chinese teachers' skills in paper setting and marking through professional training</li> <li>✧ Providing enhancement and enrichment classes for students to enhance and consolidate their writing skills</li> </ul>	<ul style="list-style-type: none"> <li>✧ The bridging between the curriculum and pedagogy in junior and senior Chinese writing will improve.</li> <li>✧ Skills and accuracy in teachers' question setting and marking will be enhanced.</li> <li>✧ Students' writing skills, including the ability to construct their ideas, will be strengthened.</li> </ul>	Throughout the school year	<b>200,000.00</b>	<ul style="list-style-type: none"> <li>✧ Assessments show improvement in writing skills.</li> <li>✧ Subject teachers find the programme content useful for daily teaching</li> </ul>	<ul style="list-style-type: none"> <li>✧ Pre-tests and post-tests for students to observe their progress</li> <li>✧ Feedback from students and teachers</li> </ul>

<b>Areas of concern</b>	<b>Implementation Plan</b>	<b>Benefits Anticipated</b>	<b>Schedule</b>	<b>Resources Required (HK\$)</b>	<b>Performance Indicators</b>	<b>Assessment Mechanism</b>
4. Hiring a Mathematics and a Chinese Language teacher	<ul style="list-style-type: none"> <li>✧ Hiring a teacher to develop students' ability in analysis and to enhance the teaching of Chinese Language</li> </ul>	<ul style="list-style-type: none"> <li>✧ Students will benefit from their expertise and experiences in logical analysis</li> <li>✧ More activities on Chinese Language will be held</li> </ul>	<ul style="list-style-type: none"> <li>✧ September 2021 – August 2022</li> </ul>	<b>919,620.00</b>	<ul style="list-style-type: none"> <li>✧ Students show more interest in Mathematics and Chinese Language</li> <li>✧ Students show improvement in their examination results</li> </ul>	<ul style="list-style-type: none"> <li>✧ Appraisal by Heads of Mathematics and Chinese Language Departments</li> </ul>

## 2. Diversity Learning Grant (DLG)

**Estimated Total Expenses: HK\$ 140,400.00**

The following programmes are adopted with the support of Diversity Learning Grant (DLG) from the Education Bureau:

DLG funded Programme(s)	Strategies & benefits anticipated (e.g. in what way diverse learning needs of students are catered for)	Tentative Programmes	Duration of the programme / course	Target students	Estimated number of students involved in the school year 2021-2022	Evaluation of student learning / success indicators	Estimated Expenses (HK\$)	Teacher-in-charge
English Language Pull-out Programme	Organising an English Language pull-out programme which empowers students to enhance their English communication and presentation skills	English Speaking Enhancement Programme	2 sessions	S4 – S5	15	Students are able to speak confidently and their presentation skills are enhanced.	<b>7,000.00</b>	AoL & Gifted Education Team
English Language Pull-out Programme	Organising an English Language pull-out programme which aims to help students develop their ability to generate ideas and practise writing expository essays, persuasive speeches, and personal statements	Gifted English Academic Writing Programme	6 sessions	S4 – S5	10	Students are able to write quality expository essays, persuasive speeches, and personal statements	<b>18,000.00</b>	AoL & Gifted Education Team

<b>DLG funded Programme(s)</b>	<b>Strategies &amp; benefits anticipated (e.g. in what way diverse learning needs of students are catered for)</b>	<b>Tentative Programmes</b>	<b>Duration of the programme / course</b>	<b>Target students</b>	<b>Estimated number of students involved in the school year 2021-2022</b>	<b>Evaluation of student learning / success indicators</b>	<b>Estimated Expenses (HK\$)</b>	<b>Teacher-in-charge</b>
Chinese Language Pull-out Programme	Organising the Chinese Language pull-out programme 'Chinese Enhancement Writing Workshop' which enables students to develop their ability to generate ideas, think flexibly, and write with richer vocabulary	Chinese Enhancement Writing Workshop	4 sessions	S5	20	Students are able to demonstrate a reflective attitude in appreciating the beauty of Chinese literature.	<b>18,000.00</b>	AoL & Gifted Education Team
Science Pull-out Programme (Physics)	Organising Physics Pull-out Programme which enables students to apply the knowledge of Physics and a problem-solving technique to everyday situations and hands on experience	Physics Enrichment Programme	Half day	S4 – S5	20	Students are able to demonstrate an understanding on the effects of friction in movement, potential & kinetic energy and pneumatics, etc.	<b>8,000.00</b>	AoL & Gifted Education Team

<b>DLG funded Programme(s)</b>	<b>Strategies &amp; benefits anticipated (e.g. in what way diverse learning needs of students are catered for)</b>	<b>Tentative Programmes</b>	<b>Duration of the programme / course</b>	<b>Target students</b>	<b>Estimated number of students involved in the school year 2021-2022</b>	<b>Evaluation of student learning / success indicators</b>	<b>Estimated Expenses (HK\$)</b>	<b>Teacher-in-charge</b>
STEM Pull-out Programme	Organising an Aviation Pull-out Programme to enhance students' interest in flying and learning basic aeronautical knowledge, navigation and air law etc. through lectures and flight simulation experience. Aviation professionals will share their careers aspiration with the students.	Aviation Pull-out Programme	3 half days	S5	20	80% of the participants are able to acquire and apply basic aviation knowledge.	<b>20,000.00</b>	AoL & Gifted Education Team
Higher-Order Thinking Skills Programme	Organising a Maker Workshop which empowers the problem-solving and innovative skills of students.	Maker Workshop	4 sessions	S4 – S5	12	80% of the participants reflect that this program enhances their creativity and critical thinking skills.	<b>20,000.00</b>	AoL & Gifted Education Team
Leadership Training Programme	Organising Leadership Training Camp which cultivates and explores students' leadership potential and interests through making them step out of their comfort zones	Leadership Training Camp	2 days	S4 – S5	20	80% of the participants reflect that they are able to identify and appreciate their strengths.	<b>20,000.00</b>	AoL & Gifted Education Team



<b>DLG funded Programme(s)</b>	<b>Strategies &amp; benefits anticipated (e.g. in what way diverse learning needs of students are catered for)</b>	<b>Tentative Programmes</b>	<b>Duration of the programme / course</b>	<b>Target students</b>	<b>Estimated number of students involved in the school year 2021-2022</b>	<b>Evaluation of student learning / success indicators</b>	<b>Estimated Expenses (HK\$)</b>	<b>Teacher-in-charge</b>
Global Awareness Pull-out Programme	Organising the Global Enrichment Programme which provides an opportunity for students to explore and appreciate the characteristics of different cultures in the world and discuss different global issues with international trainers	Global Enrichment Programme	2 sessions	S4 – S6	50	80% of students are able to appreciate the positive characteristics of different cultures.	<b>3,400.00</b>	AoL & Gifted Education Team
Local or Overseas Learning/ Exchange Programmes	Subsidising registration fees for overseas learning/ exchange programmes for exceptionally gifted students	Local or overseas online programmes	10 days	S4 – S5	6	80% of participating students reflect that the programmes enhance their learning.	<b>26,000.00</b>	AoL & Gifted Education Team

### 3. Learning Support Grant (LSG)

#### Income

Item		Amount (HK\$)
Surplus allowed to be retained at the end of last school year (i.e. as at 31st August)	(a)	<b>6,880.00</b>
The 1st allotment in the 2021-2022 school year	(b)	<b>181,011.00</b>
Estimated amount of the 2nd allotment in the 2021-2022 school year	(c)	<b>107,998.00</b>
<b>Total income (d) = (a) + (b) + (c)</b>		<b>295,889.00</b>

#### Expenditure

Item		Amount (HK\$)
Employing additional full-time and/ or part-time teachers		N/A
Employing additional TAs		N/A
Hiring of professional services		<b>135,000.00</b>
Purchasing teaching resources and aids		<b>5,000.00</b>
Organising programmes on learning or inclusive culture, conducting school-based teacher training programmes and organising home-school co-operation activities		<b>150,000.00</b>
<b>Total expenditure (e)</b>		<b>290,000.00</b>

#### Balance

Item		Amount (HK\$)
<b>Estimated accumulated surplus by the end of this school year (f) = (d) – (e)</b>		<b>5,889.00</b>

## 4. Life-wide Learning Grant

**Estimated Total Expenses: HK\$ 1,967,407.00**

Category 1: To organise / participate in life-wide learning activities

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
1.1	<b>Local Activities:</b> To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness or to organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential and nurturing in students positive values and attitudes											
1	Schools Dance Festival  Performance and Competition teaching students important values that they can carry through any challenges in life, such as discipline, time management, work ethics, aggression, competitive edge, attitude and strength	Arts (Dance)	Sep 2021 – Jul 2022	S1 – S6	100	Performance in dance competitions	15,700.00			✓		
2	Drama training course and rehearsals for Hong Kong School Drama Festival  To cultivate students' skills in drama and to prepare for performance in the Hong Kong School Drama Festival	Arts (Drama)	Sep 2021 – Mar 2022	S1 – S5	20	Observation, comments and adjudications of the Hong Kong School Drama Festival	48,000.00			✓		

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
3	74th Hong Kong Schools Music Festival, an annual interschool music competition  To showcase music talents of each school (school music teams)	Arts (Music)	Mar 2022	S1 – S5	200	Comments and awards will be granted.	72,625.00			✓		
4	2021 Hong Kong Youth Music Interflows, an annual interschool music competition  To showcase music talents of each school (school music teams)	Arts (Music)	Nov/ Dec 2021	S1 – S5	90	Comments and awards will be granted.	8,000.00			✓		
5	Music Master classes Special instructions for music team members  To allow students to learn with renowned musicians and tutors	Arts (Music)	TBC	S1 – S5	200	Comments will be given to students. Students' feedback will be collected.	10,000.00			✓		

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
6	School Orchestra, coaching fees for School Orchestra and Chinese Orchestra  To provide quality training for school music teams and musically gifted students by professional coaches	Arts (Music)	Whole year	S1 – S5	200	Regular rehearsal sessions will be monitored by the music teacher. Participation in competitions or performance is required. Students' feedback will be collected by the end of school year.	211,750.00			✓		
7	Hong Kong International A Cappella Competition 2021, an annual interschool music competition  To showcase music talents of each school (school choir)	Arts (Music)	Nov/ Dec 2021	S3 – S5	18	Comments and awards will be granted.	2,200.00			✓		
8	A Step Forward Youth Music Project - Phase 2, a workshop on digital music composition with beginner and advanced levels (3 classes)  To let students learn how to use an app, Garageband, to compose and arrange music	Arts (Music)	Oct – Nov 2021	S3 – S5	30	Formative assessment will be carried out for students' work. Certificates will be awarded upon completion of course.	9,000.00			✓		

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No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
9	<p>Artists' sharing and art workshop. Artists will share their experiences on art creation and other skills</p> <p>To widen students' horizons in different aspects of art</p> <p>To provide art skills training for students</p>	Arts (Visual Arts)	First Term / Second Term	S1 – S5 Visual Arts Team members	50	Each student participant will complete on evaluation form after attending the artist's sharing session.	9,000.00			✓		
10	<p>The art activity, such as wall painting and art workshop, will be held for the needy in the community. An NGO will be liaised for this service</p> <p>To provide a chance for students to serve the needy in the community through art</p>	Arts (Visual Arts)	First Term / Second Term	S1 – S5 Visual Arts Team members	30	The student participants will complete an evaluation form after the community service.	10,000.00			✓	✓	

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences					
				Level	Estimated Number of Participants			I	M	P	S	C	
11	<p>The Visual Arts Team students will design a “Happy Teachers’ Day” card to show gratitude to teachers. The cards will be printed and sent to teachers. S1 students will send this card to their primary school teachers.</p> <p>To unleash students’ creativity through card design</p> <p>To cultivate students’ thankful attitude</p>	Arts (Visual Arts)	Sep 2021	S1 – S5 Visual Arts Team members and S1 students	180	An evaluation meeting will be held after the activity	6,000.00		✓	✓			
12	<p>A whole-school Inter-house Art Competition is a kind of whole school program. Student participants of each house will produce different pieces of artwork for the competition.</p> <p>To provide a chance for students to unleash their art potential and show their creativity</p>	Arts (Visual Arts)	Jul 2021	S1 – S6	902	An evaluation meeting will be held after the competition.	40,000.00		✓	✓			

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
13	Developing Chinese writing skills  To conclude the learning of S6 Chinese Literature students	Chinese Language	Jul 2022	All Chin Lit students	30	Production of a book	14,000.00	✓				
14	Chinese Creative Writing Workshop  To enable students to discover and appreciate the aesthetic dimensions of Chinese novels and poems through reading and writing	Chinese Language	Feb – Apr 2022	S1 – S4 High achievers in Chinese Language	20	- Feedback from teachers and tutors - Evaluation questionnaires	8,000.00	✓				
15	Visit to Pingshan  To know more about the culture and architectural characteristics of the villages in Pingshan so as to enhance their understanding of cultural relic conservation	Chinese Language	Jan 2022	S2	180	There will be a briefing session before the visit. After that, students will write a report which will be calculated in the term marks.	11,000.00	✓	✓			



No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
16	S1 – S5 Activities Week: Chinese traditional craft-making workshops  To allow students to make traditional Chinese crafts and appreciate different elements of Chinese culture	Cross-Disciplinary (Others)	21 Jan 2022	S1	100	Students will produce traditional Chinese crafts.	35,000.00	✓	✓	✓		
17	S1 – S5 Activities Week: Workshops on appreciating Chinese tea culture  To allow students to appreciate Chinese tea culture	Cross-Disciplinary (Others)	21 Jan 2022	S1	100	Students should be more familiar with the Chinese tea culture.	35,000.00	✓	✓	✓		
18	S1 – S5 Activities Week: Creative media training workshop  To allow students to train their script writing skills, video shooting and video editing skills	Cross-Disciplinary (Others)	17 – 19 Jan 2022	S5	40	Upon completion of the training, students will produce a video to share with their classmates.	42,000.00			✓		✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences					
				Level	Estimated Number of Participants			I	M	P	S	C	
19	<p>S1 – S5 Activities Week: Tour and workshop on enhancing students' knowledge on Chinese culture and Hong Kong heritage</p> <p>To allow students to have a better understanding of the different religious sites with Chinese architecture and to deepen their knowledge on traditional Chinese culture</p>	Cross-Disciplinary (Others)	17 – 19 Jan 2022	S5	30	After the tour and workshop, students should be more familiar with the religious sites in Hong Kong with Chinese architecture and produce a product with elements of Chinese culture.	23,700.00		✓	✓			
20	<p>S1 – S5 Activities Week: Understanding sustainable development in Hong Kong</p> <p>To deepen students' understanding of the different sustainable developments around Hong Kong</p>	Cross-Disciplinary (Others)	17 – 19 Jan 2022	S5	30	Students should be more familiar with the development in Hong Kong UNESCO Geopark, Tung Chung area and Kowloon City through presentations and completion of different tasks during the tour.	40,000.00	✓	✓				

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences					
				Level	Estimated Number of Participants			I	M	P	S	C	
21	S1 – S5 Activities Week: “Following Thy Way” and workshop  To deepen students’ faith through understanding the different restoration and conservation work of the chapels and monuments around Hong Kong	Cross-Disciplinary (Others)	17 – 19 Jan 2022	S5	20	Students will respond to a questionnaire to test their understanding on “Following Thy Way” and the restoration and conservation work of the chapels and monuments in Hong Kong.	20,000.00		✓				
22	KLA-based STEM Projects (Science and Mathematics)  To cultivate students’ problem-solving skills and higher-order thinking skills such as application and integration of knowledge across disciplines	Cross-Disciplinary (STEM)	Throughout the year	S1 – S3	540	Students’ projects and presentations	5,000.00	✓					
23	S2 PBL STEM Projects (Technology, 3D printing and Science)  To cultivate students’ problem-solving skills and higher-order thinking skills such as application and integration of knowledge across disciplines	Cross-Disciplinary (STEM)	Nov 2021 – March 2022	S2	90	Students’ projects and presentations	5,000.00	✓					

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences					
				Level	Estimated Number of Participants			I	M	P	S	C	
24	Paper Plane Project organised by Japan Airlines  To learn about different forces acting on airplanes and create the aerodynamic design to keep planes flying	Cross-Disciplinary (STEM)	Nov 2022	S3 – S5 High achievers in Physics	30	- Feedback from teachers and tutors - Evaluation questionnaires	2,000.00	✓					
25	Elderly Simulation Programme  To experience the physical condition of the elderly and design products to make life easier for the elderly by using knowledge in STEM	Cross-Disciplinary (STEM)	Mar 2022	S3 – S5 High achievers in STEM	10	- Feedback from teachers and tutors - Evaluation questionnaires	7,000.00		✓				
26	Aviation Exploration Programme  This programme aims to enhance students' interest in flying and learning basic aeronautical knowledge, navigation and air law, etc through lectures and flight simulation experience.  Aviation professionals will share their career aspirations with the students.	Cross-Disciplinary (STEM)	17-19 Jan 2022	S5	80	- Teacher advisors of Gifted Education Team will accompany the students to join this programme. - Feedback from teachers and tutors - Evaluation questionnaires	40,000.00	✓					✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences					
				Level	Estimated Number of Participants			I	M	P	S	C	
27	Puppet Show for School Fun Fair  To offer students opportunities to apply the knowledge and skills learnt in Drama lessons	English Language	Feb 2022	S1	180	Observation and feedback from teachers involved and feedback from students	1,200.00	✓		✓	✓		
28	Speech & Debating Society: Training by instructors  To provide training to the school debating team and help debaters prepare for debating competitions	English Language	Throughout the school year	S1 – S5 school debaters	10	Observation and feedback from teachers involved and feedback from participants	31,000.00	✓	✓	✓			
29	Association of EMI Schools Drama Fest 2022  To offer students opportunities to apply the knowledge and skills learnt in Drama lessons	English Language	To be decided by organiser	S1 and S2	30	Observation and feedback from teachers involved and feedback from students	2,500.00	✓		✓			
30	NESTA Competitions (Speak Out, Page to Stage, Puppetry)  To offer students opportunities to apply the knowledge and skills learnt in Drama lessons	English Language	To be decided by organiser	S1 and S2	20	Observation and feedback from teachers involved and feedback from students	1,380.00	✓		✓			

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
31	Public Speaking Workshop To offer students advice on public speaking from experienced speaker(s) to help them prepare for inter-class competition	English Language	Mar 2022	S4	180	Observation and feedback from teachers attending the workshop	900.00	✓				
32	Experience as a Journalist course to Secondary School To offer students with an interest in journalism a chance to learn the skills used in the profession and an opportunity to feel the work environment of a news agency	English Language	TBD	S4 and S5	10	Observation and feedback from teacher(s) involved and feedback from participating students	28,000.00		✓			✓
33	S1 – S5 Activities Week: Exploring the Theatre: Arts Experience Scheme for Senior Secondary Students For senior students to learn and explore musical theatre arts	English Language	20 Jan 2022	S5	300	An after-show talk will be provided at the site. Students' feedback will be collected after the show.	24,060.00	✓		✓		

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences					
				Level	Estimated Number of Participants			I	M	P	S	C	
34	Debating Workshop To offer students advice on debating from experienced speaker(s) to help them prepare for inter-class debating competition	English Language	Apr 2022	S5	180	Observation and feedback from teachers attending the workshop	900.00	✓					
35	Field study courses offered by Ho Koon Nature Education cum Astronomical Centre To go to different fieldwork sites to conduct enquiry fieldwork; to gain first-hand experience in conducting fieldwork for enquiry studies of Geography	Geography	Oct 2021	S5 – S6 Geography students	50	Students' performance in fieldwork-based questions in school assessments and teachers' observation.	8,700.00	✓					
36	Gifted programmes offered by local or overseas universities To subsidise academic high achievers to join gifted programmes / summer courses offered by local or overseas universities	Gifted Education	Jul – Aug 2022	S1 – S3 Academic high achievers	3	Feedback from teachers and tutors	15,000.00	✓					✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
37	Training for Green Prefects: a visit to Mil Mil Pump Mill  To let green prefects learn about recycling so that they can help to educate their school about it	Green Education	16 or 30 Oct 2021	S1 – S2 Green Prefects	30	Post-activity questionnaires/ reflections	4,200.00		✓		✓	
38	History Tour in Hong Kong  To nurture students' positive values so as to understand the present in the context of the past, their own community and culture  To allow students to explore beyond the classroom and facilitate their learning	History	Mar – May 2022	S4 – S6	40	<ul style="list-style-type: none"> <li>- Pre-trips for teachers if needed</li> <li>- Professional exchanges on how to design learning activities</li> <li>- Observation Worksheet</li> <li>- Debriefing</li> </ul>	8,000.00	✓	✓			
39	Training Camp for Discipline Prefects  To develop students' leadership skills and to expand our students' other learning experiences	Leadership Training	24 Jan 2022 or 20 Feb 2022	Discipline Prefects form S3 – S5	50	<ul style="list-style-type: none"> <li>- Observation and feedback from teachers involved</li> <li>- Feedback from students</li> </ul>	12,500.00		✓			



No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
40	Toastmasters International Youth Leadership Programme  To help participants develop confidence and improve their eloquence, which are essential leadership qualities	Leadership Training	Nov 2021 – May 2022	S1 – S4 High achievers in English Language	15	Feedback from teachers and tutors	8,000.00	✓				
41	Leadership Training Workshop  To promote communication skills among student leaders	Leadership Training	Oct 2021	S3 – S5	120	- Observation during the workshop and throughout the year - Mid-year evaluation meeting	34,800.00		✓			
42	Hong Kong Union for Young Leaders (Membership fee)  To nurture young leaders who are committed to serve the community through their skills learnt and rendering services	Leadership Training	Throughout the year	S4 – S5	3	Report from students	1,200.00				✓	✓
43	Interschool Mathematics competition and training  To broaden students' horizons in mathematics through training and competitions	Mathematics	Oct 2021 – May 2022	S1 – S5	100	Participation rate and competition performances	2,000.00	✓				✓

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No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
44	School Talk on National Security Law, National Flag and National Anthem Ordinance  To help students understand the rule of law and adopt a positive attitude to be responsible citizens	Moral, Civic and National Education	23 Sep 2021, 21 Oct 2021 and 11 Nov 2021	S1 – S6	902	Evaluation form	24,000.00		✓			
45	Talk on Online Safety for S2  To teach students about showing respect to others while online social networking	Moral, Civic and National Education	Mar 2022	S2	180	- Observation and feedback from teachers involved - Feedback from students	1,200.00		✓			
46	School talk on social justice  To help students develop a positive attitude towards maintaining a just environment for different social groups	Moral, Civic and National Education	Mar 2022	S3	180	Evaluation form	2,000.00		✓			

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
47	School talk on media education  To help students understand the impact of mass media on youth and improve their analytical skills when accessing information from public sources	Moral, Civic and National Education	24 May 2022	S4	180	Evaluation form	2,000.00		✓			
48	Life Planning Talk  To let students have an overall picture of life planning and value of work	Careers and Life Planning	Oct 2021	S1 and S4	550	Evaluation done by students	7,500.00		✓			✓
49	S3 Golden Library – jointly organised by Careers and Further Studies Team and Character Development Team  To let students explore their career aspirations from stories and life experiences shared by retirees	Careers and Life Planning	Apr 2022	S3	170	Reflections/ evaluation/ debriefing done by students	22,950.00		✓			✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
50	My City – interactive game workshop (simulation game); students take up different roles to build a city  To enable students to understand their own strengths, and develop teamwork	Careers and Life Planning	Jan 2022	S4	180	Reflections/ evaluation/ debriefing done by students	25,600.00		✓			✓
51	Careers Expo 2022: alumnae sharing on their career and life planning with students  To facilitate students in careers aspiration	Careers and Life Planning	Mar 2022	S4 – S5, open to S3	500	Reflections/ evaluation/ debriefing done by students	13,000.00		✓			✓
52	S5 Career Live: simulation game  To let students explore different workplace settings and work nature of different careers	Careers and Life Planning	Jan 2022	S5	170	Reflections/ evaluation/ debriefing done by students	28,800.00		✓			✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
53	S6 Mock Interview Programme: interview skills workshop for admission to universities  To enable students to understand their own strengths and develop teamwork	Careers and Life Planning	Jan 2022	S6	135	Reflections/ evaluation/ debriefing done by students	24,000.00		✓			✓
54	S6 Preparation for multiple pathways upon completion of S6  To prepare students for multiple pathways upon completion of S6	Careers and Life Planning	Sep 2021	S6	300	Sharing with homeroom teacher	500.00					✓
55	Preparation for the release HKDSE results  To prepare students for modification of JUPAS choices and disseminate information on further studies	Careers and Life Planning	Jun 2022	S6	300	Sharing with homeroom teacher	4,500.00					✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
56	<p>Heartslink Community Service Project –</p> <p>To provide our students with the chance to serve primary school children and the elderly in Southern District.</p> <p>Through year-long programmes, student volunteers can reflect on their gifts and talents, develop a strong sense of commitment and gain different generic skills.</p>	Community Service	Oct 2021 – Jul 2022	S3 – S5	180	<ul style="list-style-type: none"> <li>- Sharing of experience and debriefing will be held throughout the programmes.</li> <li>- Participants will be required to complete an evaluation form.</li> </ul>	8,000.00		✓		✓	
57	<p>S4 Service Project</p> <p>Under the guidance of teachers, S4 students will be mindful to the needs of people from different walks of life and organise a service programme accordingly.</p> <p>They will learn from experience and strive to improve their generic skills, sharing what they have learnt with others.</p>	Community Service	Oct 2021 – Jan 2022	S4	180	<ul style="list-style-type: none"> <li>- Homeroom teachers and partners will provide continuous supervision to students throughout the project.</li> <li>- Debriefing will be held after service.</li> <li>- All students are required to record their reflection in their service portfolio.</li> </ul>	12,000.00		✓		✓	

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences					
				Level	Estimated Number of Participants			I	M	P	S	C	
58	Preparing meals of the Food Angel Centre  To help prepare and sort raw vegetables in the Food Angel Centre  To deliver food packs and loving care to the elderly	Community Service	Apr 2022	S4 – S5	30	- Teacher advisors of the Character Development Team will accompany the students to join this programme. - Feedback from teachers and tutors - Evaluation questionnaires	1,500.00		✓		✓		
59	Workshop on social skills and emotional management  Training on skills and personal reflection	Counselling Project	TBC	S1 – S5	30	Self-reflection of participants	18,000.00		✓				
60	Guidance Sisters Training Day Camp at school  Training of leadership and communication skills	Counselling Project	TBC	S1, S3 – S5	40	Self-reflection of participants	9,300.00		✓				
61	Guidance and Small Sisters Overnight Camp (in campsite)  Team building and personal reflection	Counselling Project	TBC	S1, S3 – S5	40	Self-reflection of participants	3,500.00		✓				

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
62	<p>Interschool Chinese debating competitions and training by instructor</p> <p>To learn about advanced skills on the preparation and actual participation in interschool debating matches, which include data research, drafting of speeches, listening and identifying opponent' speeches, speech delivery and instant rebuttals, etc.</p> <p>To equip at least 10 debaters to participate in inter-school debating competitions</p>	Debating Skills	Whole year	S1 – S5	27	<ul style="list-style-type: none"> <li>- Performance in competitions</li> <li>- Self-reflection of participants</li> </ul>	58,600.00	✓	✓			



No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
63	<p>Sacred Heart Enterprise Challenge (S.H.E Challenge)</p> <p>To teach students:</p> <ul style="list-style-type: none"> <li>- Entrepreneurial skills, including teamwork, leadership, communication and other professional skills</li> <li>- Essential life-long thinking skills, including focusing skills, information gathering skills organising skills, analysing skills, generating skills, and integrating skills</li> <li>- The ideas of running a social enterprise &amp; ethics in business decision making</li> </ul>	Entrepreneurship Education	Sep 2021 – May 2022	S3	180	<p>Upon completion of the programme, students should be able to:</p> <ul style="list-style-type: none"> <li>- Apply their business and entrepreneurial skills to education, career, and service pursuits;</li> <li>- Recognise the significance of personal responsibility, financial literacy, leadership, and teamwork in making positive life decisions</li> </ul>	5,000.00	✓	✓		✓	✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
64	<p>External competitions on business and entrepreneurship (enrolment fees)</p> <p>To develop the ability of senior secondary school students in applying accounting and management concepts for business development and to improve their soft skills as required by the business world today</p> <p>To cultivate students' generic project planning skills and open-minded entrepreneur thinking; to promote their awareness on imminent social issues and strengthening their understanding on the importance of corporate social responsibility</p>	Entrepreneurship Education	To be announced by event organisers	S4 and S5 BAFS students	25	<ul style="list-style-type: none"> <li>- Attending briefing sessions, student workshops or final presentation to observe so as to ensure the competition designs and rules can meet the objectives</li> <li>- Observing students' performance throughout the competitions and conduct debriefings to monitor student learning outcomes</li> </ul>	1,500.00	✓	✓			✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
65	<p>Workshops on Design Thinking and Social Innovation</p> <p>To expose the student with perspectives, ideas, concepts, and solutions related to the design and execution of innovation driven projects using design thinking principles</p> <p>To deepen students' understanding on the needs of community and society</p>	Entrepreneurship Education	<p>(i) 17 – 19 Jan 2022</p> <p>(ii) Jul 2022</p>	S5 students for Activity Week and S4 BAFS students	180	<ul style="list-style-type: none"> <li>- Comparing the programmes offered by various service providers</li> <li>- Requesting detailed programme rundown and communicate expectations with the service provider before the workshops</li> <li>- Observing the quality of design and execution of the programmes</li> <li>- Collecting feedback from students after the workshops</li> </ul>	25,000.00	✓	✓		✓	✓
66	<p>Organic Farming - Twelve 1-hour face-to-face training to a group of students so that they can carry out organic farming on the school campus</p> <p>To train students to be organic farmers and to appreciate nature</p>	Green Education	Oct 2021 – May 2022	S1 – S5	20	Post activity questionnaires/ condition of the organic garden	17,100.00		✓	✓		✓

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
67	Low Carbon Week - A series of activities such as talks, quizzes and inter-class competitions during the week  To give students information on leading a low carbon life so that they can put them into practices	Green Education	11 – 15 Oct 2021	S1 – S6	902	Post-activity questionnaires / reflections	2,300.00		✓	✓		
68	Talks on perfectionism and eating disorder  To teach students what “perfectionism” is and how to avoid being a perfectionist	Health Education	Mar – Apr 2022	S2 and S5	360	Questionnaire	1,200.00		✓			
69	Class-based workshop on weight management  To teach students the correct way to manage their weight	Health Education	Oct 2021	S3	180	Questionnaire	3,840.00	✓				
70	Visit to Goethe Institut and library  To let German learners explore German and the culture of Germany outside the classroom	Other Languages	TBC	S1 – S2 German learners	40	Post-activity questionnaire	600.00	✓		✓		

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
71	Outward Bound  To give physical training and character formation to S3 students	Outing and Excursion	17 – 21 Jan 2022	S3	180	- OBHK will take charge of the whole programme. - Certificates will be awarded to students who have completed the 5-day course	320,000.00		✓	✓		
72	Workshops on Conservation and Revitalisation of Historic Buildings in Hong Kong  To equip students with the necessary knowledge and concepts related to conservation and revitalisation of historic buildings in Hong Kong through workshops given by guest speakers	Problem-based Learning	19 Nov 2021, 19 – 21 Jan 2022, 18 Feb 2022	S2	48	Students are able to produce posters, models and/or videos for presentation	5,500.00	✓	✓		✓	
73	Design thinking for social innovation  To equip students with design thinking skills for social innovation	Problem-based Learning	19 Nov 2021, 10 Dec 2021, 19 – 21 Jan 2022, 18 Feb 2022	S2	42	Students are able to produce posters, models and/or videos for presentation	49,000.00	✓	✓		✓	

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
74	Lectures on topics related to sex education  To enable students to recognise physical and psychological changes in teenage as a stage of growth To encourage students to respect the complementary roles of the two sexes in the family, and sex equality in society and the world	Sex Education	Oct 2021 – Feb 2022	S1 – S6	902	After the lecture, relevant topics will be reviewed in the form of questionnaires. At the same time, the homeroom teacher's opinions will be consulted.	9,200.00		✓			
75	OLE Friday Programmes  To introduce new sports so as to give students a broad vision	Physical Education	Sep 2021 – Aug 2022	S1	180	OLE Team	3,000.00			✓		
76	Indoor Rowing Class  A unique combination of cardiovascular work and strength, indoor rowing offers the opportunity to improve overall fitness	Physical Education	Feb – May 2022	S1 – S5	700	The course will be organised by the LCSD and HK Rowing Association.	4,000.00			✓		

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
77	Subscription and Registration for HK Schools Sports Federation  After annual subscription and registration, athletes are allowed to participate inter-school competitions	Physical Education	Sep 2021	S1 – S6	300	Inter-school competitions	3,600.00			✓		
78	Registration for HK Amateur Athletic Association  After registration, athletes are allowed to practice according to the HKAAA's training schedule at the designated LCSD sports ground	Physical Education	Sep 2021 – Aug 2022	S1 – S6	120	Athletic Team Training	5,200.00			✓		
79	Inter-school Sports Competition  Competitions teach students important values that they can carry through any challenges in life, such as discipline, time management, work ethic, aggression, competitive edge, attitude and strength	Physical Education	Sep 2021 – Jul 2022	S1 – S6	300	Inter-school competitions	34,750.00			✓		

No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
80	Swimming Courses  The whole purpose of swimming classes is for students to learn water safety. Learning how to swim can help to save a life.	Physical Education	Feb – May 2022	S3	180	Skill Test Assessment	56,700.00			✓		
81	Activity Day for SHCSPS, SHCS & SHCC  To strengthen the connection between primary and secondary schools through sports activities	Physical Education	TBC	Sports Team members	150	Comments from students and teachers	2,462.00		✓	✓		
82	Sports Training Programmes (Swimming, Athletics & Table Tennis Teams)  These are key development projects of these sports school teams	Physical Education	Sep 2021 – Jul 2022	S1 – S6	300	Teachers' evaluation and the results of inter-school competitions	71,190.00			✓		
83	Special Learning Day – Ocean Park  To enable students to know more about marine ecology	Science	3 Dec 2022	S1 – S6	1000	Review form	100,000.00	✓	✓			✓



No.	Brief Description and Objective of the Activity	Domain	Date	Target Students		Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (HK\$)	Essential Learning Experiences				
				Level	Estimated Number of Participants			I	M	P	S	C
84	Moral education through form-assembly and class-based workshop Value and character development	Values Education	TBC	S1 – S6	902	Self-reflection of participants	16,000.00		✓			
85	Love Project Cultivating a love and caring school environment and team building	Values Education	TBC	S1 – S6	902	Self-reflection of participants	12,000.00		✓		✓	
<b>Sub-total of Item 1.1</b>							<b>215,235.90</b>					
1.2	<b>Non-Local Activities:</b> To organise or participate in non-local exchange activities or non-local competitions to broaden students' horizons											
<b>Sub-total of Item 1.2</b>							<b>0.00</b>					
<b>Estimated Expenses for Category 1</b>							<b>1,930,407.00</b>					

I: Intellectual Development (closely linked with curriculum)

M: Moral and Civic Education

P: Physical and Aesthetic Development

S: Community Service

C: Career-related Experiences

Category 2: To procure equipment, consumables or learning resources for promoting life-wide learning

No.	Item	Domain	Purpose	Estimated Expenses (HK\$)
1	iMac and Final Cut Pro	Cross-Disciplinary (STEM)	To buy an iMac and Final Cut Pro for students to borrow for video production.	27,000.00
2	Music scores	Arts (Music)	Inter-school Competitions	10,000.00
<b>Expenses for Category 2</b>				<b>37,000.00</b>
<b>Expenses for Categories 1 &amp; 2</b>				<b>1,967,407.00</b>

Category 3: Estimated Number of Student Beneficiaries

Total number of students in the school:	902
Estimated number of student beneficiaries:	902
Percentage of students benefitting from the Grant (%):	100%

## 5. Promotion of Reading Grant

**Estimated Total Expenses: HK\$ 86,000.00**

	<b>Item</b>	<b>Estimated Expenses (HK\$)</b>
1.	Purchase of Books	<b>58,000.00</b>
	● Printed books and magazines	
	● e-Books	
2.	Reading Team Projects	<b>28,000.00</b>
	● School-based reading scheme & Reader of the Class Award	
	● Reading Activities	
	- Hiring local writers and professional service provider for conducting talks and theatre show	

## 6. 支援非華語學生中文學習計劃 (2021 – 2022)

支援非華語學生學習中國歷史及文化的主要目標：

- 讓非華語學生學習中國語文，認識中國文化
- 透過參加各類活動，提升學生對學習中國語文及傳統文化的興趣
- 鼓勵非華語學生走進社區，透過考察、交流，欣賞中華文化
- 建構共融校園

津貼使用期：由二零二一年九月至二零二二年八月，共一個學年。

計劃統籌：梁凱欣老師、陳嘉玲老師

### 中國語文科

項目		預計費用 (HK\$)
1. 聘請兼職教學助理	舉辦課後中文學習支援班、在中文課堂進行抽離學習、同儕伴讀課程，加強中國語文基礎的課後中文學習支援，協助科組籌辦推廣校園活動或校外考察團等	<b>150,000.00</b>
2. 購買教學資源	採購高質素的學與教資源，如文言互動特訓電子練習	<b>25,000.00</b>
3. 購買學習學習的相關書籍	讓非華語學生多閱讀中文課外書籍，鞏固學生根基	<b>5,000.00</b>
4. 舉辦推廣共融校園活動	與中文學會合作，籌辦一些文化交流活動，增進認識彼此的文化，達至共融校園的氛圍	<b>10,000.00</b>
5. 舉辦校外考察團	到訪與中國文化有關的著名景點如文武廟、戲曲中心等，有助提升對中國文化、香港生活面貌的認識	<b>8,000.00</b>
6. 教師培訓	為教師提供教授中文作為第二語言的培訓，並提高他們的文化敏感度	<b>2,000.00</b>
合計		<b>200,000.00</b>

## 7. Citizenship and Social Development Grant

### The Citizenship and Social Development Grant for the school year 2021-22 in the Annual School Plan (ASP) 2021-22

Items	Amount (HK\$)	Targets
1. Teaching and learning resources	\$ 2,000.00	CS teachers and S4 students
2. Seminar/Talk for students relating to CS curriculum	\$10,000.00	S4 Students
3. Local trips during the Activities Week to let students understand more about the Chinese and HK culture and development	\$ 30,000.00	S4 students
<b>Total:</b>	<b>\$42,000.00</b>	

## 8. School-based After-School Learning and Support Grant (SBG)

- A. The estimated number of students(count by heads) benefitted under this Programme is 20 (including A. 4 CSSA recipients, B. 10 SFAS full-grant recipients and C. 6 under school's discretionary quota).

### B. Information on Activities to be subsidised/complemented by the Grant.

*Name / Type of activity	Objectives of the activity	Success criteria (e.g. learning effectiveness)	Method(s) of evaluation (e.g. test, questionnaire, etc)	Period/Date activity to be held	Estimated no. of participating			Estimated expenditure (HK\$)	Name of partner/service provider (if applicable)
					A	B	C		
Chinese Instrument Classes	Aesthetic growth and development	Learning Effectiveness	0	2	0	0	2	5,000.00	
Western Instrument Classes	Aesthetic growth and development	Learning Effectiveness	1	3	5	1	3	22,000.00	
Dance Classes	Cultivate students' interest		2	0	0	2	0	4,000.00	
Sports Training	in dancing through regular training	Learning Effectiveness	1	5	1	1	5	4,000.00	
<b>Total no. of activities: 4</b>				<b>@No. of man-times</b>	4	10	6		
				<b>**Total no. of man-times</b>	20				

Note:

\* Types of activities are categorized as follows: tutorial service, learning skill training, languages training, visits, art /culture activities, sports, self-confidence development, volunteer service, adventure activities, leadership training, and communication skills training courses.

@ Man-times: refers to the aggregate no. of benefitted students participating in each activity listed above.

\*\*Total no. of man-times: the aggregate of man-times (A) + (B) + (C)

# Eligible students: students in receipt of CSSA (A), SFAS full grant (B) and disadvantaged students identified by the school under the discretionary quota (not more than 25%) (C) .

## IV. Staff Responsibilities (2021-22)

### Senior Administrative Team (SAT)

Principal Sr Veronica Fok  
Assistant Principals Mr Ignatius Chow, Miss Irene Yung, Ms Chan Yuk Lin, Mr David Hung  
Extended SAT Miss Renie Sinn, Mr Anthony Mo, Ms Rita Law

### Administration

#### Administration Core Team

Mr Ignatius Chow Mr Anthony Mo  
Mr Ted Chow Miss Irene Yung

#### Alumnae Liaison

Miss Maria Lam Miss Renie Sinn

#### Campus TV

Mr Wilfred Leung Mr Jackson Yau  
Miss Tung Hing Kwan Mr Hody Chan

#### Control Committee for School Budget (CCSB)

Mr Ignatius Chow Mr Ted Chow  
Miss Florence Yuen

#### Crisis Management Team

Sr Veronica Fok Mr Ignatius Chow  
Miss Irene Yung Mr David Hung  
Miss Chan Yuk Lin Ms April Cheung  
Mr Anthony Mo Miss Vivian Kan  
Ms Kyna Kwan Miss Phoebe Chan  
Ad hoc members depending on the issue

#### External Affairs Coordination

Miss Renie Sinn Mr Ignatius Chow  
Mr Jackson Yau

#### General Affairs and School Maintenance Team

Mr Ignatius Chow Mr Ted Chow  
Mr Harry Wong Miss Ivy Ng

#### Graduation Day Coordination

Miss Chan Yuk Lin Ms Zoe Chan  
Mr Raymond Fong Ms Yoshie Lee

#### IT Team

Ms Rita Law Coordinator  
Mr Woo King Yan (Maintenance and Skills Development)  
Ms Zoe Chan (Admin) Mr Franky Fung  
Mr Harry Wong IT Technicians

#### SAMS & Timetabling, Exam and Substitution Arrangements

Mr Ben Tam Mr Ignatius Chow  
Mr Ted Chow Ms Susanna Chow  
Miss Jennifer Ng Ms Amanda Wu

#### Language Support

Ms Laura Lai Mrs Laxmiprasad  
Miss Naylor Danielle  
Ms Leung Hoi Yan Mr Chan Shing Wai

#### Non-school Hour Coordination and Teacher Sharing

Miss Lau Ling Miss Ivy Ng

#### Non-teaching Staff Co-ordination

Clerical Staff Principal  
Lab Technicians Science KLA Head  
IT Technicians IT Team Head  
Janitor Staff Janitor Team Head  
Lib & SALC Librarian

#### Prize-giving Day Coordination

Ms Maria Keung Miss Jacqueline Au  
Ms Elaine Chan Ms Hung Ching Ying  
Ms Canny Li

#### Sacred Heartist Award For All-round Achievement

Mrs Winnie Poon Ms Canny Li  
Mr Phil Lee

#### Scholarship / Prize Coordinating Team

Miss Irene Yung Mr Jackson Yau  
Ms Zoe Chan Mr Wilfred Leung  
Miss Jacqueline Au Miss Lau Ling  
Miss Sharon Leung

#### School Assessment, Evaluation & Report Team

Mr David Hung Miss Irene Yung  
Ms Laura Lai Mr Ben Tam

#### School Bus Liaison

Miss Carol Lee PTA Representative

#### School Calendar

Mr Anthony Mo Ms Winnie Law

#### School Development Advisory Committee (SDAC)

Mr Ignatius Chow Principals  
Teacher Representatives Student Representatives

#### School Documents

Miss Irene Yung Ms Wanda Yiu  
Miss Ivy Ng Miss Vivian Kan

#### School History Research Project

Ms Winnie Lam Miss Salina Cheung

#### School Magazine & Publication

School Web News Ms Wanda Yiu Mr Chris To  
Concord & Sch Mag Ms Paula Kong Mrs Laxmiprasad  
Chinese Miss Chan Yuk Lin Miss Tung Hing Kwan

SHCC\_Annual School Plan 2021-2022

**Administration** (Cont.)

**School Photographer**

Ms Wendy Lee and Photography Club

**Secretary of General Staff Meetings and Promotion Meetings**

Mrs Laxmiprasad Miss Naylor Danielle

Miss Vivian Kan (SIS)

**Staff Welfare Officers**

Mrs Winnie Poon Ms Stephanie Hui

**Stage Management Team**

Miss Clara Ho Mr Raymond Fong  
Miss Tiffany Lo Mr Franky Fung

**Student Admission**

Mr Ignatius Chow

◇ S1  
Miss Maria Lam  
Ms Yoshie Lee  
Ms Christine Ng

◇ S4  
Ms Rita Law  
Ad hoc interview group

**Student Financial Assistance**

Mr Harry Wong Ms Dora Au  
Mr Hody Chan Miss Jenny Wan

**Staff Appraisal**

Sr Veronica Fok Mr David Hung  
HoDs / Team Heads

**Procurement Activities**

◇ **Tender Approval Committee**

Supervisor/School Manager, Principal, VP/AP  
PTA Representative and Teacher Representative (Ms Jacqueline Au Yeung)

◇ **Tender Opening and Vetting Committee**

Mr Kelvin Kwong Mr Ben Tam  
Miss Ivy Ng Miss Vivian Kan

◇ **Supplies Inspection Team (SIT)**

Miss Carol Lee Mr Phil Lee  
Ms Nikki Pun

**Tuckshop/Lunch-box Supervisory Team**

Ms Wendy Lee PTA Representative

**Venue Booking Coordination**

Miss Ivy Ng

**National Security Education Coordinating Team**

Mr Ignatius Chow

Heads / Coordinators of  
Civic Education Team  
Learning & Teaching Advancement Team  
Discipline Team  
Counselling Team  
Staff Development Team  
Promotion of Values Education / Positive Education /  
Catholic Formation Core Team  
CCA / OLE  
Promotion of Chinese Culture



## ***Academic Development***

### **Learning & Teaching Advancement Team**

Mr David Hung                      Ms Maria Keung  
Ms Nancy Chow                      Mr Zinc Tsang  
Miss Elizabeth Choy

### **Curriculum Development Committee**

Mr David Hung                      Mr Ignatius Chow (Math)  
Miss Irene Yung (Eng.)              Ms Nancy Chow (PSHE / LS)  
Ms Leung Hoi Yan (Chin.)              Mr Kelvin Kwong (Science)  
Mr Woo King Yan (Technology)  
Miss Renie Sinn (Aesthetic and physical development)

### ◇ **Subject Departments**

Mr David Hung  
HoDs

### **Academic Collaboration with Primary Schools**

Miss Elizabeth Choy  
Representatives from relevant departments as needs arise

### **eLearning**

#### ◇ **eLearning Steering Committee**

Sr Veronica Fok                      Mr David Hung  
Mr Anthony Mo                      Ms Rita Law  
Mrs Winnie Poon

#### ◇ **Support for eLearning**

Mrs Winnie Poon (Staff Development)  
Mr Jackson Yau (L & T Strategies)  
Ms Hung Ching Ying (Parental Support)

### **Gifted Education**

Ms Yoshie Lee                      Ms Sabrina Cheung  
Mrs Winnie Poon                      Miss Elizabeth Choy  
Mr Phil Lee

### **Language Across Curriculum Coordination**

Miss Irene Yung                      Ms Magee Au  
Miss Jacqueline Au

### **Library & Self-access Learning Centre**

Mrs Rosa Choy                      Miss Emily Cheng

### **PBL & Thinking Skills Enhancement Team**

Miss Elizabeth Choy                      Mrs Laxmiprasad  
Ms Nikki Pun                      Ms Sabrina Cheung  
Mr Chan Ka Chun                      Mr Kevin Chan

### **Reading Team**

Ms Wanda Yiu                      Mrs Rosa Choy  
Ms Jenny Wong                      Ms Hung Ching Ying  
Ms Ginny Chan                      Mr Chan Ka Chun

### **S1 Bridging Course**

Ms Winnie Lam                      Ms Winnie Law  
Ms Magee Au                      Mr Franky Fung

### **Staff Development**

#### ◇ **Staff Development Team (SDT)**

Mrs Winnie Poon                      Ms Yoshie Lee  
Mr Thomas Hung

#### ◇ **Pedagogy Exploration and Enhancement Team**

Mr Jackson Yau                      Mr Chan Shing Wai  
Mrs Winnie Poon                      Mr Wilfred Leung

### **STEM Development Coordinating Team**

Mr Zinc Tsang                      Mr Woo King Yan  
Mr Harry Wong                      Ms Elaine Chan

### **Student Learning Support & SEN Coordinating Team**

Mrs Ivy Yeung (SENCO)  
Miss Carol Lee                      Miss Silver Lau  
Ms Chan Ka Ling (Student Learning Support)  
Miss Susanna Wong (Student Learning Support)  
Mr Kevin Chan (Student Learning Support)

### **Third Language**

Ms Christine Ng                      Mrs Laxmiprasad

## SHCC\_Annual School Plan 2021-2022

**Student Qualities Development****Student Qualities Development Core Team**

<u>Miss Chan Yuk Lin</u>	Ms Christine Ng
Miss Renie Sinn	Ms Jacqueline Au Yeung

**Careers & Further Studies Team (CFST)**

<u>Miss Linda Yip</u>	Mr Chris To
Ms Ginny Chan	Mr Wilfred Leung
Mr Hody Chan	Ms Leung Hoi Yan

**Character Development Team (CDT)**

<u>Ms Yoshie Lee</u>	Ms Jenny Wong
Miss Lau Ling	Ms Chan Ka Ling

**Civic Education Team**

<u>Mr Kelvin Kwong</u>	Ms Hung Ching Ying
Ms Magee Au	Miss Salina Cheung

**Counseling Team (CT)**

<u>Ms April Cheung (coordinator)</u>	
Miss Maria Lam	Miss Chan Yuk Lin
Ms Wendy Lee	Ms So Wing See
Miss Jennifer Ng	Ms Kyna Kwan
Miss Phoebe Chan	

**Discipline Team (DT)**

<u>Mr Anthony Mo</u>	Mr Kelvin Kwong
Ms Stephanie Hui	Ms Winnie Lam
Ms Mia Hon	Ms Nancy Chow
Miss Tiffany Lo	

**Extended Learning Coordination Team**

<u>Miss Renie Sinn</u>	Miss Linda Yip
Mr Jackson Yau	Miss Jacqueline Au
Miss Florence Yuen	

**Green Torch**

<u>Ms Christine Ng</u>	Ms Elaine Chan
Ms Dora Au	Ms Ellen Chan
Miss Linda Yip	

**Head Girl Core Group**

Miss Irene Yung	Miss Renie Sinn
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**Health Education Team**

<u>Miss Carol Lee</u>	Miss Susanna Wong
Ms Nikki Pun	Miss Sharon Leung

**Home Room Board Core Team**

<u>Miss Chan Yuk Lin</u>	Ms Hung Ching Ying
Ms Wendy Chan	Form Coordinators

**OLE & SLP Team**

<u>Ms Laura Lai</u>	Ms Jacqueline Au Yeung
Miss Linda Yip	Miss Maria Lam
Mr Raymond Fong	Miss Clara Ho
Mr Ted Chow (SLP)	Ms Jenny Wong (Lang Support)

**Entrepreneurship Education**

<u>Miss Florence Yuen</u>	Ms Nikki Pun
Mr Hody Chan	Ms Claire Li
Mr Thomas Hung	

◇ **Young Leaders & Entrepreneurs (YLE)**

Mr Ben Tam	Mr Chan Shing Wai
Ms Laura Lai	Mr Thomas Hung

**Parent Teacher Association (PTA)**

<u>Ms Wendy Lee</u>	Ms Leung Hoi Yan
Ms Nikki Pun	Ms Wendy Chan

**Parents' Day Coordination**

<u>Miss Chan Yuk Lin</u>	Ms Wanda Yiu
Ms Wendy Lee	

**Parents' Meeting Coordination**

<u>Miss Renie Sinn</u>	Ms Wendy Lee
Ms Jacqueline Au Yeung	
Form Coordinators and Teams concerned	

**Promotion of Chinese Culture**

<u>Mr Anthony Mo</u>	Ms Hung Ching Ying
Ms Mia Hon	Ms Chang Wai Fong

**Promotion of Positive Education**

<u>Miss Chan Yuk Lin</u>	Ms Jacqueline Au Yeung
Ms Christine Ng	Ms Yoshie Lee
Ms Kyna Kwan	Miss Phoebe Chan

**Sex Education Team**

<u>Ms Leung Hoi Yan</u>	Ms Dora Au
Miss Carol Lee	

**Spiritual Formation**◇ **Catholic Formation Core Team**

Ms Jacqueline Au Yeung	Mr Ignatius Chow
Mr Anthony Mo	Miss Maria Lam
Miss Susanna Wong	Ms Yoshie Lee
Mr Kevin Chan	Ms Ellen Chan
Pastoral Care Worker	

◇ **Community Service Coordination & Service Learning**

<u>Miss Maria Lam</u>	Mr Kevin Chan
Mr Chan Ka Chun	Ms Claire Li
Miss Salina Cheung	
Ms Jacqueline Au (Heartslink)	

**Student Activities Advisory Team**

<u>Miss Clara Ho</u>	Ms Maria Keung
Ms Laura Lai	Miss Hilary Chan

◇ **House Advisors**

Coordinator	Miss Hilary Chan	
Bronte	Miss Jennifer Ng	Ms Mia Hon
Curie	Ms Elaine Chan	Ms Chan Ka Ling
Keller	Mr Harry Wong	Miss Tung Hing Kwan
Nightingale	Ms Nikki Pun	Mr Franky Fung
Pankhurst	Miss Maria Lam	Ms Sabrina Cheung
Teresa	Ms Chang Wai Fong	Miss Hilary Chan

◇ **Student Council Advisors**

<u>Ms Yoshie Lee</u>	Ms Laura Lai
Miss Hilary Chan	

## Appendix 1

### ***Heads of Departments***

#### **Biology**

Mr Kelvin Kwong

#### **Business, Accounting & Financial Studies**

Miss Florence Yuen

Mr Hody Chan

#### **Chemistry**

Mr Zinc Tsang

#### **Chinese History**

Miss Chang Wai Fong

#### **Chinese Language**

Ms Leung Hoi Yan

Mr Chan Shing Wai

#### **Chinese Literature**

Miss Chan Yuk Lin

#### **Computer Studies**

Mr Woo King Yan

#### **Economics**

Miss Florence Yuen (S3-4 Coordinator)

Ms Nikki Pun (S5-6 Coordinator)

#### **English Language**

Miss Irene Yung

Ms Magee Au

#### **English Literature**

Ms Paula Kong

#### **Geography**

Ms Maria Keung

#### **History**

Ms Winnie Lam

#### **Home Economics**

Ms Wendy Lee

#### **Integrated Science**

Miss Elizabeth Choy

#### **Liberal Studies (C&S)**

Ms Nancy Chow

#### **Life and Society**

Ms Jenny Wong

#### **Mathematics**

Mr Ignatius Chow

Mr Jackson Yau

Ms Elaine Chan

#### **Music**

Miss Renie Sinn

#### **Physical Education**

Mr Raymond Fong

#### **Physics**

Mr Ted Chow

#### **Putonghua**

Miss Lau Ling

#### **Religious & Moral Education**

Ms Jacqueline Au Yeung

#### **Third Language**

Ms Christine Ng

#### **Visual Arts**

Ms So Wing See

## SHCC\_Annual School Plan 2021-2022

## Appendix 2

***Services and ECA*****School Service/ School Teams**

AoL

Campus TV

Careers Assistant

Discipline Prefects

Green Prefects

Guidance Sisters

Hospitality Team

IT Prefects

Reading Ambassadors

School Photographers

School Publication

SHE Mentors

STEM ambassadors

Student Librarians Association

VA Team

**Sports Society**Mr Raymond Fong  
Miss Sharon Leung  
Miss Hilary Chan**Music Society**

Miss Renie Sinn

**Catholic Society**Ms Jacqueline Au Yeung  
Pastoral Care Worker**Religious Groups****Apostleship of Prayer**Mr Anthony Mo  
Ms Laura Lai**Catechism Class**

Miss Maria Lam

**Legion of Mary**Miss Elizabeth Choy  
Miss Maria Lam**Liturgical Team**Ms Jacqueline Au Yeung  
Mr Kevin Chan  
Pastoral Care Worker**S1 Instruction**Mr Ignatius Chow  
Miss Susanna Wong  
Ms Ellen Chan**Young Canossian Helpers**Ms Yoshie Lee  
Ms Wendy Chan**Service Groups****SHCC Z Club**Miss Elizabeth Choy  
Ms Nancy Chow  
Miss Jacqueline Au**Uniform Groups****Girl Guides - 10th Is. Co.**

Ms Dora Au

**Rangers**

Ms Stephanie Hui

**Junior Police Call**

Mr Anthony Mo

**St. John's Ambulance  
Brigade**Ms Zoe Chan  
Mr Kelvin Kwong**Red Cross - YU2**

Ms Winnie Law

**Clubs****Animal Awareness Club**Ms Laura Lai  
Miss Jennifer Ng**Art Club**Ms So Wing See  
Miss Silver Lau**Chinese Culture Club**Ms Hung Ching Ying  
Ms Mia Hon**Chinese Speech & Debating  
Club**Mr Chan Shing Wai  
Miss Chang Wai Fong  
Ms Claire Li**Computer / Internet Club**

Mr Woo King Yan

**Dance Club**

Miss Janet Wu

**Drama Club**Miss Clara Ho  
Mr Chris To  
Miss Naylor Danielle**English Speech & Debating Club**Ms Winnie Law  
Mrs Laxmiprasad  
Miss Naylor Danielle**History Club**Ms Winnie Lam  
Miss Salina Cheung**Home Management &  
Housecraft Club**Ms Stephanie Hui  
Mrs Ivy Yeung  
Ms Wendy Lee**Hong Kong Award for Young  
People**

Mr Harry Wong

**Maths Adventure Programme**Ms Ginny Chan  
Ms Sabrina Cheung**Photography Club**

Ms Wendy Lee

**Putonghua Club**Mr Chan Ka Chun  
Miss Lau Ling**Science Club**Mr Zinc Tsang  
Ms Canny Li

## Appendix 3

### ***HRTSs and HRP*s**

<b>Homeroom Teacher</b>		<b>Homeroom Partner</b>	
1A	Ms Dora Au	Mr Kevin Chan	
1B	Miss Elizabeth Choy	Miss Susanna Wong (Reading Partner of day S6 Mr Ben Tam)	
1C	Ms Jenny Wong	Miss Tiffany Lo	
1D	<u>Ms Ellen Chan</u>	Mr Chan Ka Chun	
1E	Ms Canny Li	Mr Thomas Hung	
1F	Mr Zinc Tsang	Ms So Wing See	
2A	Mr Harry Wong	Ms Maria Keung	
2B	<u>Miss Jennifer Ng</u>	Ms Wendy Lee	
2C	Mrs Rosa Choy	Mr Wilfred Leung	
2D	Ms Chan Ka Ling	Mr Chris To	
2E	Mrs Winnie Poon	Miss Silver Lau	
2F	Miss Lau Ling	Ms Elaine Chan	
3A	Mr Ted Chow	Ms Jacqueline Au Yeung	
3B	Ms Rita Law	Miss Florence Yuen	
3C	Ms Susanna Chow	Mr Woo King Yan	
3D	Ms Wendy Chan	Miss Sharon Leung	
3E	Ms Wanda Yiu	Miss Hilary Chan	
3F	<u>Ms Sabrina Cheung</u>	Miss Renie Sinn	
4A	<u>Miss Tung Hing Kwan</u>	Miss Salina Cheung	
4B	Ms Leung Hoi Yan	Ms Claire Li	
4C	Miss Carol Lee	Miss Clara Ho	
4D	Mr Franky Fung	Miss Chan Yuk Lin	
4E	Miss Chang Wai Fong	Miss Linda Yip	
4F	Miss Maria Lam	Mr David Hung	
<b>Homeroom Teacher</b>		<b>Reading/Religious Partner</b>	
5A	Ms Paula Kong	Mr Phil Lee	
5B	Miss Jacqueline Au	Mr Hody Chan	
5C	<u>Ms Zoe Chan</u>	Mr Raymond Fong	
5D	Ms Yoshie Lee	Mrs Laxmiprasad	
5E	Ms Ginny Chan	Ms Nikki Pun	
5F	Mr Chan Shing Wai	Miss Irene Yung	
6A	Ms Winnie Law		
6B	Mr Jackson Yau		
6C	Ms Magee Au		
6D	Ms Laura Lai	Miss Naylor Danielle	
6E	<u>Ms Christine Ng</u>		
6F	Ms Hung Ching Ying		

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**V. Class Structure & Student Enrolment (as at 1 September 2021)**Total number of students: **904**

	<b>S1</b>	<b>S2</b>	<b>S3</b>	<b>S4</b>	<b>S5</b>	<b>S6</b>
<b>A</b>	30	26	26	21	17	13
<b>B</b>	29	24	25	24	25	21
<b>C</b>	31	27	26	23	25	23
<b>D</b>	31	26	26	25	27	25
<b>E</b>	31	26	26	26	26	25
<b>F</b>	32	25	27	23	23	18
<b>Total</b>	184	154	156	142	143	125

## VI. Members of the Incorporated Management Committee (2021-2022)

Sr Agnes Law	School Supervisor
Sr Veronica Fok	School Principal
Sr Marie Remedios	Sponsoring Body Manager
Sr Virginia Wong	Sponsoring Body Manager
Ms Catherine Wong	Sponsoring Body Manager
Mrs Lucilla Yip	Sponsoring Body Manager
Ms Janet Wong	Sponsoring Body Manager
Mr Kenneth Law	Sponsoring Body Manager
Ms Leung Hoi Yan	Teacher Manager
Mr Ben Tam	Alternate Teacher Manager
Mr Tony Chong	Parent Manager
Mr Fong Siu Wai	Alternate Parent Manager
Ms Josephine Tjia	Alumni Manager
Mrs Connie Lau	Independent Manager

**Sacred Heart Canossian College**  
**Annual School Plan 2021-2022**

Endorsed by the Incorporated Management Committee (2021-2022):

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Sr Agnes Law FdCC  
Chairman / School Supervisor  
on

29 October 2021