

Soaring High

Celebrating Diversity

Annual School Plan 2012 - 2013

We aim at providing an all-round education of Christian values and formation of the heart to empower our youngsters to be women of integrity and versatility with global awareness.

Annual School Plan 2012-2013

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I. Major Concerns 2012-2013

1. Learning and Teaching – Soaring High

Making concerted effort to enhance learning and teaching towards a higher level of achievement

Focus 1: Empowering staff and students to become reflective learners

Focus 2: Conducting curriculum review

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 1:</u> 1.1.1 Encouraging teachers and students to identify their strengths and weaknesses through sincere reflection, especially in the area of learning and teaching</p> <ul style="list-style-type: none"> - Including a one-minute silence before morning assemblies on Tuesdays and Thursdays for teachers and students to reflect on their experience and plan for the day - Students / Teachers sharing their reflections during the home periods followed 	<p>Throughout the year</p>	<ul style="list-style-type: none"> - Time for reflection is provided on Tuesdays and Thursdays throughout the year - Majority of teachers / students find that reflection helps them understand their own self better 	<ul style="list-style-type: none"> - Examining the arrangement of the morning assembly - Collecting feedback from teachers and students 	<ul style="list-style-type: none"> - Principal, teachers and students - Homeroom teaches 	<ul style="list-style-type: none"> - Time - Cooperation of staff and teachers - Time - Positive and supportive class atmosphere

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p>1.1.2 Providing opportunities and guidelines for students to set their goals and reflect on their experience during home periods</p> <ul style="list-style-type: none"> - Guidelines on goal setting, implementation strategies (including study skills and time management skills), and evaluation of learning journey are given to students 	<p>Throughout the year</p>	<ul style="list-style-type: none"> - Guiding questions are provided for students to assist them in reflecting on their learning experience - Majority of teachers / students find that reflection helps them understand their own self better 	<ul style="list-style-type: none"> - Collecting feedback from teachers and students - Evaluation by Homeroom Teachers Board 	<ul style="list-style-type: none"> - Homeroom Teachers Board - Heads of Department, subject teachers, students 	<ul style="list-style-type: none"> - Time - Guidelines for reflection
<p>1.1.3 Introducing peer feedback / assessment as part of the assessment mechanism</p>	<p>Throughout the year</p>	<ul style="list-style-type: none"> - Peer feedback / assessment becomes a component in the assessment framework - Majority of students know how to give proper feedback on their peers' performance - Majority of students are able to accept peer feedback positively - Half of the students are able to provide quality feedback to their classmates 	<ul style="list-style-type: none"> - Examining the assessment components in individual subject departments - Conducting department-based evaluation - Collecting feedback from teachers and students 	<ul style="list-style-type: none"> - Heads of Department, subject teachers, students 	<ul style="list-style-type: none"> - Time - Open mindedness of students

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1.1.4 Teachers giving constructive feedback to one another after peer observations / homework inspection / in the appraisal process	Throughout the year	<ul style="list-style-type: none"> - Strengths and areas requiring improvement are identified through professional dialogues after lesson observations / in the appraisal process - Teachers make use of the findings to plan for individual professional development 	<ul style="list-style-type: none"> - Teacher survey 	<ul style="list-style-type: none"> - All staff members 	<ul style="list-style-type: none"> - Time - Appraisal arrangement in 2012-13
1.1.5 Departments conducting in-depth analysis of public examination papers and internal examination papers so as to understand the correlation between the two examinations	August 2012 to August 2013	<ul style="list-style-type: none"> - Meetings are held to analyse the correlation between public and internal examinations - A closer correlation between the internal exam and the HKDSE is observed 	<ul style="list-style-type: none"> - Department reports - Analysis of school data 	<ul style="list-style-type: none"> - L& T Advancement Team, HoDs 	<ul style="list-style-type: none"> - Knowledge of data interpretation - Time for meeting

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p>Focus 2:</p> <p>1.2.1 Subject departments conducting review on the coverage (attitude, knowledge, skills), progression, continuity, language and integration of the curriculum</p>	December 2012 to June 2013	<ul style="list-style-type: none"> - Staff development programme on curriculum mapping is conducted - Meetings about curriculum review are held by all departments - Proposed curricula from different subjects showing improvement in terms of coverage, progression, continuity, language and integration 	<ul style="list-style-type: none"> - Minutes of department meeting - Comparing the existing curriculum and the proposed curriculum - Evaluation by subject teachers 	<ul style="list-style-type: none"> - L & T Advancement Team, Staff Development Team, Department Heads 	<ul style="list-style-type: none"> - Knowledge of curriculum planning and review
1.2.2 Tryout of curriculum mapping by JH and IS Departments	July 2012 to July 2013	<ul style="list-style-type: none"> - Cross-departmental meetings are held to review the existing JH and IS curricula - Measures to enhance the existing curricula are identified and tried out 	<ul style="list-style-type: none"> - Collecting feedback from teachers and subject departments concerned 	<ul style="list-style-type: none"> - L & T Advancement Team, Staff Development Team, JH and IS Department Heads 	<ul style="list-style-type: none"> - Professional advice on curriculum mapping

2. Student Quality- Celebrating Diversity

Focus 1: To further nurture the value of respect for individual differences and uniqueness

Focus 2: To reinforce a positive and appreciative attitude among our students through consideration and acceptance

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p><u>Focus 1:</u> 2.1.1 Encouraging students to be aware of the individuality of different people and be respectful</p> <p>- Departments and teams initiating activities and programmes on appreciating the uniqueness of students</p>	Whole school year	<p>Departments and teams make an effort to increase students' awareness of individuality and the value of respect</p> <p>Teachers and students find the programmes helpful in raising their awareness of individuality of different people</p>	<p>- Reviewing DDPs and evaluation reports</p> <p>- Examining students' reflection, teachers' observation and evaluation</p>	Team and Department Heads	
<p><u>Focus 2:</u> 2.2.1 Encouraging the Sacred Heart community to give positive regard for one another</p> <p>2.2.2 Organising special programmes to promote a positive and appreciative atmosphere in school</p>	<p>Whole school year</p> <p>Whole school year</p>	<p>Teachers and students show greater respect to one another</p> <p>Special programmes are organised to promote a positive and appreciative atmosphere in school</p>	<p>- Examining students' reflection, teachers' observation and evaluation</p> <p>- Examining DDPs and evaluation reports</p> <p>-</p>	<p>All teachers</p> <p>Team and Department Heads</p>	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
- Teachers playing an active role in cultivating a positive atmosphere in school by:					
a. identifying students' strengths and giving appreciation to them	Whole school year	Teachers are conscious of showing their appreciation to students	- Examining teachers' reflection and evaluation	All teachers	
b. setting a good role model	Whole school year	Teachers set good role models on all occasions	- Examining teachers' reflection and evaluation	All teachers	
c. reminding students of proper manner and respect for others	Whole school year	Students behave well and show respectful attitude at all times	- Examining teachers' reflection and evaluation	All teachers	
d. giving Appreciation Notes to students	Whole school year	Each teacher issuing 6-8 notes to students	- Examining the number of counterfoils posted on the boards	Character Development Team	
- Students showing appreciation by:					
a. writing Appreciation Cards to their classmates	S6: December 2012 S1-5: May 2013	Students are willing to give words of appreciation to classmates	- Examining students' reflection and teachers' observation	Counselling Team	
b. giving pocket-size gift cards	Mid-February 2013	Students are willing to give words of appreciation	- Examining students' reflection and teachers' observation	Discipline Team & Health Care Team	

III. Financial Budgets

BUDGET FOR THE EXPENDITURE OF ADMINISTRATIVE PROGRAMME FUND12-13

CODE	PROGRAMME ITEM	ALLOCATION IN 12-13	ALLOCATION IN 11-12	EXPENDITURE IN 11-12	% SPENT IN 11-12
A01	Electricity	\$700,000.0	\$630,000.0	\$639,362.7	101.5%
A02	Gas	\$5,500.0	\$5,500.0	\$4,332.0	78.8%
A03	Water & Sewage Charges	\$30,000.0	\$30,000.0	\$14,130.5	47.1%
A04	Cleaning Materials	\$40,000.0	\$30,000.0	\$43,154.1	143.8%
A05	Repairs / Maintenance	\$200,000.0	\$220,000.0	\$119,570.6	54.4%
A06	School festivities	\$50,000.0	\$50,000.0	\$27,320.9	54.6%
A07	Gardening	\$70,000.0	\$111,600.0	\$55,680.0	49.9%
A08	Lift Maintenance	\$74,000.0	\$74,000.0	\$72,110.0	97.4%
A09	Fire & General Insurance	\$10,000.0	\$20,000.0	\$0.0	0.0%
A10	Printing & Stationery	\$330,000.0	\$330,000.0	\$308,402.0	93.5%
A11	Newspapers	\$0.0	\$2,700.0	\$163.0	6.0%
A12	Telephone	\$20,000.0	\$24,000.0	\$14,793.0	61.6%
A13	Postage & Stamps	\$7,000.0	\$15,000.0	\$4,686.9	31.2%
A14	Transportation	\$10,000.0	\$10,000.0	\$5,885.2	58.9%
A15	Wreath & Tributes	\$5,000.0	\$5,000.0	\$440.0	8.8%
A16	Auditor's fee	\$25,000.0	\$21,000.0	\$25,000.0	119.0%
A17	Advertisement & Miscel.	\$25,000.0	\$25,000.0	\$17,419.5	69.7%
A18	Prizes & Souvenir	\$6,000.0	\$5,000.0	\$3,307.0	66.1%
A19	Salary and P Fund for clerical, janitor staff & IT technician	\$3,751,976.7	\$3,663,513.0	\$3,677,084.4	100.4%
A20	Salary and P Fund for additional IT technician	\$134,946.0	\$128,520.0	\$128,520.0	100.0%
A21	F&E (Central)	\$182,000.0	\$782,940.0	\$749,401.4	95.7%
A22	Fractional Post	\$326,580.0			

ADMINISTRATIVE PROGRAM FUND 12-13

on Premises \$1,179,500.0

on Administration \$4,641,502.7

BUDGET OF PROGRAMME FUND (CURRICULUM) FOR 2012-13

No.	Dept.	Teaching Materials	Consumables	Library Books and Magazines	Stationeries	Notes Printing	Photocopies	Programmed Projects	Furniture & Equipment	CEG	Allocation 12-13	Allocation 11-12	Spending 11-12	% Spent 11-12
C01	BAFS	\$1,000.0	\$0.0	\$3,000.0	\$200.0	\$1,600.0	\$2,200.0	\$1,000.0	\$0.0		\$9,000.0	\$8,000.0	\$7,003.3	87.5%
C02	Biology	\$1,000.0	\$12,000.0	\$4,000.0	\$94.5	\$3,000.0	\$2,500.0	\$0.0	\$6,000.0		\$28,594.5	\$41,545.8	\$29,314.0	70.6%
C03	Chemistry	\$800.0	\$20,000.0	\$400.0	\$70.8	\$2,500.0	\$800.0	\$0.0	\$64,580.0		\$89,150.8	\$40,587.0	\$33,242.7	81.9%
C04	Chin. History	\$300.0	\$0.0	\$900.0	\$50.0	\$2,300.0	\$800.0	\$0.0			\$4,350.0	\$4,000.0	\$4,197.7	104.9%
C05	Chin. Lit.	\$300.0	\$0.0	\$600.0	\$50.0	\$800.0	\$500.0	\$0.0			\$2,250.0	\$2,500.0	\$685.8	27.4%
C06	Chin. Lang.	\$500.0	\$0.0	\$13,000.0	\$162.2	\$9,000.0	\$3,500.0	\$3,962.5		\$12,000.0	\$42,124.7	\$29,476.3	\$30,442.1	103.3%
C07	Computer	\$1,000.0	\$500.0	\$1,000.0	\$500.0	\$3,000.0	\$2,000.0	\$0.0			\$8,000.0	\$9,000.0	\$3,176.5	35.3%
C08	Economics	\$1,000.0	\$0.0	\$2,000.0	\$171.4	\$4,500.0	\$800.0	\$0.0			\$8,471.4	\$10,638.6	\$7,840.9	73.7%
C09	Eng. Lang.	\$28,000.0	\$7,000.0	\$17,800.0	\$1,000.0	\$17,000.0	\$3,300.0	\$19,120.0		\$15,360.0	\$108,580.0	\$95,100.0	\$56,999.4	59.9%
C10	Eng. Lit.	\$2,000.0	\$0.0	\$1,000.0	\$300.0	\$2,000.0	\$1,000.0	\$6,000.0			\$12,300.0	\$14,100.0	\$7,622.7	54.1%
C11	Geography	\$3,000.0	\$0.0	\$4,000.0	\$200.0	\$2,500.0	\$2,000.0	\$250.0			\$11,950.0	\$14,600.0	\$4,459.7	30.5%
C12	History	\$2,000.0	\$0.0	\$6,000.0	\$300.0	\$2,300.0	\$2,300.0	\$0.0			\$12,900.0	\$12,900.0	\$4,187.2	32.5%
C13	Home Econ.	\$1,000.0	\$40,000.0	\$2,500.0	\$250.0	\$1,500.0	\$1,000.0	\$4,500.0	\$62,200.0		\$112,950.0	\$120,170.0	\$120,370.5	100.2%
C14	Int. Science	\$500.0	\$16,000.0	\$1,500.0	\$25.0	\$1,500.0	\$600.0	\$0.0	\$10,000.0		\$30,125.0	\$20,100.0	\$11,674.5	58.1%
C15	Junior Hum.	\$500.0	\$0.0	\$1,200.0	\$150.0	\$3,000.0	\$1,500.0	\$0.0			\$6,350.0	\$5,150.0	\$4,559.5	88.5%
C16	Lib. Studies	\$4,000.0	\$0.0	\$8,000.0	\$75.0	\$6,000.0	\$3,000.0	\$0.0			\$21,075.0	\$9,200.0	\$7,161.2	77.8%
C17	Mathematics	\$1,500.0	\$0.0	\$2,500.0	\$500.0	\$15,000.0	\$5,000.0	\$1,200.0		\$22,800.0	\$48,500.0	\$22,300.0	\$24,017.7	107.7%
C18	Music	\$5,000.0	\$200.0	\$1,500.0	\$200.0	\$800.0	\$1,200.0	\$23,500.0		\$52,500.0	\$84,900.0	\$49,700.0	\$49,217.4	99.0%
C19	Physical Ed.	\$14,000.0	\$42,000.0	\$350.0	\$1,500.0	\$1,200.0	\$1,400.0	\$109,240.0	\$37,000.0	\$12,000.0	\$218,690.0	\$145,620.0	\$101,838.9	69.9%
C20	Physics	\$2,500.0	\$4,000.0	\$2,000.0	\$100.0	\$5,500.0	\$3,000.0	\$800.0			\$17,900.0	\$17,450.0	\$9,975.0	57.2%
C21	Putonghua	\$300.0	\$0.0	\$400.0	\$255.0	\$300.0	\$300.0	\$0.0			\$1,555.0	\$1,555.0	\$747.0	48.0%
C22	RME	\$1,500.0	\$0.0	\$1,000.0	\$300.0	\$3,000.0	\$1,500.0	\$1,500.0			\$8,800.0	\$12,242.6	\$16,143.8	131.9%
C23	School Lib.	\$0.0	\$100.0	\$31,000.0	\$6,400.0	\$100.0	\$100.0	\$0.0			\$37,700.0	\$39,300.0	\$43,162.4	109.8%
C24	Visual Art	\$4,900.0	\$35,000.0	\$4,800.0	\$150.0	\$300.0	\$800.0	\$28,400.0			\$74,350.0	\$52,150.0	\$45,179.6	86.6%
Total		\$76,600.0	\$176,800.0	\$110,450.0	\$13,003.9	\$88,700.0	\$41,100.0	\$199,472.5	\$179,780.0	\$114,660.0	\$1,000,566.4	\$777,385.3	\$623,219.5	80.2%

BUDGET SUMMARY FOR PROGRAMME FUND (CURRICULUM) 2012-13

CODE	PROGRAMME ITEM	TOTAL ALLOCATIONS
C01-C24	CURRICULUM	\$1,000,566.4

BUDGET OF PROGRAMME FUND (PASTORAL) FOR 2012-13

No.	Dept.	Teaching Materials	Consumables	Library Books and Magazines	Stationeries	Notes Printing	Photocopies	Programmed Projects	Furniture & Equipment	CEG	Allocation 12-13	Allocation 11-12	Spending 11-12	% Spent 11-12
P01	Campus TV	\$0.0	\$5,000.0	\$0.0	\$300.0	\$0.0	\$200.0	\$5,700.0	\$6,980.0	\$0.0	\$18,180.0	\$30,600.0	\$2,920.8	9.5%
P02	CDT	\$0.0	\$200.0	\$400.0	\$69.1	\$300.0	\$300.0	\$10,500.0			\$11,769.1	\$8,758.4	\$1,952.8	22.3%
P03	CFCT	\$500.0	\$0.0	\$1,000.0	\$200.0	\$300.0	\$600.0	\$16,400.0		\$81,900.0	\$100,900.0	\$18,905.5	\$14,420.0	76.3%
P04	CFST	\$0.0	\$0.0	\$2,000.0	\$1,000.0	\$500.0	\$500.0	\$3,000.0			\$7,000.0	\$6,600.0	\$6,645.1	100.7%
P05	Civic Education	\$0.0	\$100.0	\$200.0	\$0.0	\$0.0	\$0.0	\$9,500.0			\$9,800.0	\$6,300.0	\$5,969.4	94.8%
P06	Counselling	\$0.0	\$300.0	\$1,500.0	\$200.0	\$300.0	\$500.0	\$38,900.0			\$41,700.0	\$38,100.0	\$24,668.2	64.7%
P07	Discipline	\$0.0	\$1,500.0	\$0.0	\$300.0	\$1,000.0	\$500.0	\$6,000.0			\$9,300.0	\$8,500.0	\$2,861.1	33.7%
P08	Gifted Education Team	\$300.0	\$100.0	\$500.0	\$300.0	\$300.0	\$500.0	\$126,000.0			\$128,000.0	\$126,000.0	\$104,108.3	82.6%
P09	Graduation Day	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$27,900.0			\$27,900.0			
P10	Green Torch	\$0.0	\$0.0	\$2,000.0	\$0.0	\$300.0	\$300.0	\$3,000.0			\$5,600.0	\$6,600.0	\$1,275.6	19.3%
P11	Health Education	\$0.0	\$3,000.0	\$800.0	\$100.0	\$0.0	\$400.0	\$1,000.0			\$5,300.0	\$7,500.0	\$4,150.4	55.3%
P12	HrT board	\$0.0	\$0.0	\$400.0	\$100.0	\$1,500.0	\$1,500.0	\$0.0			\$3,500.0	\$3,500.0	\$1,138.8	32.5%
P13	IT Team	\$22,700.0	\$60,000.0	\$0.0	\$0.0	\$0.0	\$300.0	\$75,518.0	\$233,500.0		\$392,018.0	\$516,800.0	\$430,656.7	83.3%
P14	OLE team	\$0.0	\$200.0	\$0.0	\$50.0	\$1,000.0	\$100.0	\$0.0			\$1,350.0	\$3,250.0	\$900.5	27.7%
P15	Parents' Day	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$2,500.0			\$2,500.0	\$0.0		
P16	PBL	\$0.0	\$0.0	\$0.0	\$50.0	\$900.0	\$200.0	\$150.0			\$1,300.0	\$1,300.0	\$1,001.1	77.0%
P17	Reading Team	\$0.0	\$100.0	\$0.0	\$16.0	\$300.0	\$300.0	\$3,620.0			\$4,336.0	\$5,300.0	\$7,162.1	135.1%
P18	SAAT	\$0.0	\$0.0	\$0.0	\$50.0	\$1,000.0	\$300.0	\$6,000.0			\$7,350.0	\$16,900.0	\$6,450.8	38.2%
P19	SALC team	\$6,000.0	\$0.0	\$0.0	\$1,500.0	\$2,000.0	\$500.0	\$1,500.0		\$151,200.0	\$162,700.0	\$28,400.0	\$21,854.0	77.0%
P20	School Decoration	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$14,500.0			\$14,500.0			
P21	& Publication	\$0.0	\$300.0	\$0.0	\$0.0	\$0.0	\$0.0	\$1,750.0			\$2,050.0	\$7,700.0	\$123.0	1.6%
P22	SDT	\$0.0	\$0.0	\$2,000.0	\$14.3	\$100.0	\$200.0	\$23,800.0			\$26,114.3	\$15,523.0	\$5,864.8	37.8%
P23	Sex Ed. Team	\$200.0	\$0.0	\$200.0	\$100.0	\$200.0	\$300.0	\$5,600.0			\$6,600.0	\$7,600.0	\$5,135.1	67.6%
P24	Stage management team	\$0.0	\$5,160.0	\$0.0	\$100.0	\$0.0	\$300.0	\$40,600.0			\$46,160.0	\$48,000.0	\$41,753.4	87.0%
P25	Student Enh. Projects	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$70,000.0			\$70,000.0	\$70,000.0	\$44,471.9	63.5%
P26	Student Learning Support team	\$0.0	\$0.0	\$0.0	\$100.0	\$200.0	\$400.0	\$18,000.0			\$18,700.0	\$10,700.0	\$9,719.5	90.8%
P27	Third Language	\$0.0	\$0.0	\$2,000.0	\$60.0	\$3,000.0	\$2,000.0	\$6,270.0			\$13,330.0			
Total		\$29,700.0	\$75,960.0	\$13,000.0	\$4,609.4	\$13,200.0	\$10,200.0	\$517,708.0	\$240,480.0	\$233,100.0	\$1,137,957.4	\$992,836.9	\$745,203.4	75.1%

BUDGET SUMMARY FOR PROGRAMME FUND (PASTORAL) 2012-13

CODE	PROGRAMME ITEM	TOTAL ALLOCATION(S)
P01-P27	PASTORAL	\$1,137,957.4

Constituent Grants of OEBG 2012-13

General domain			
Name of Grant	Level of grant for	unit	amount
	2012/13		2012/13
Consolidated Subject Grant		pcpa	\$217,622.8
School & Class grant		pspa	\$880,942.0
Admin Grant			\$4,609,500.0
Admin Grant for add. clerk	\$13,571.0	per month	\$162,852.0
Lift Maintenance & Electricity	\$11,708.0	per month	\$140,496.0
Air conditioning grant for Prep. Room	\$4,363.0	prpa	\$21,815.0
Training & Development Grant	\$7,557.0	pspa	\$7,557.0
Enhancement Grant	\$229.0	pcpa	\$8,244.0
Supplimentary Grant	\$182,892.0	pspa	\$182,892.0
Composite IT Grant	\$412,296.0	pspa	\$412,296.0
P/Fund (Admin. Grant)	\$25,676.5	per month	\$308,118.2
Fractional Post Cash Grant	\$39,640.0	0.6 GM	\$285,408.0
Total			\$7,237,743.0

Special Domain			
Name of Grant	Level of grant for	unit	amount
	2012-13		2011-12
Programme Funds for Guidance & Discipline	\$7,922.0	pspa	\$7,922.0
Capacity Enhancement Grant	\$516,616.0	pspa	\$516,616.0

Other Grants			
Name of Grant	Level of grant for	unit	amount
	2012-13		2012-13
TPPG (brought forward)			\$0.0
SSCSG	\$39,640.0	pcpa	\$856,224.0
Learning Support Grant (SEN students)	\$30,000.0	pspa	\$30,000.0
Composite F& E Grant	\$16,415.0	pcpa	\$590,940.0
Diversity learning grant	\$7,000.0	pcpa	\$126,000.0
LS Grant	\$0.0		\$0.0
e-learning Grant	\$0.0		\$0.0
After-school Extended Chinese Learning for Non-Chinese Speaking Students	\$50,000.0		\$50,000.0

<u>BUDGET SUMMARY FOR EXPENSES ON PREMISES & ADMIN. IN 12-13</u>				
CODE	PROGRAMME ITEM	ALLOCATED FUNDS in 12-13	ALLOCATED FUNDS in 11-12	EXPENDITURE in 11-12
A01-A09	Premises	\$1,179,500.0	\$1,151,100.0	\$975,660.8
A10-A20,A22	Administration	\$4,641,502.7	\$4,249,733.0	\$4,185,701.0
A20	F & E	\$602,260.0	\$782,940.0	\$650,501.4

<u>BUDGET SUMMARY FOR 12-13</u>		
CODE	PROGRAMME ITEM	TOTAL ALLOCATION(\$)
A01-A09	Premises	\$1,179,500.0
A10-A20	Administration	\$4,641,502.7
C01-C25	Curriculum	\$1,000,566.4
P01-P19	Pastoral Care	\$1,137,957.4
	Total	\$7,959,526.5

II. Plan for Use of Special Grants

1. Capacity Enhancement Grant (CEG)

Task Areas:

1. To develop a school-based English Drama curriculum for Junior levels
2. To improve students' academic performance on the three core subjects
3. To develop students' physical fitness through various sports activities and training
4. To develop students' skills and ability to appreciate Chinese painting
5. To develop students' talents in orchestral music
6. To enhance the spiritual development of the students, teachers and parents

Areas of concern	Implementation Plan	Benefits anticipated	Schedule	Resources Required	Performance indicators	Assessment Mechanism
1. Drama Education	<ul style="list-style-type: none"> ◇ Hiring one part-time professional drama teacher to conduct drama lessons in English for S1 and S2 students 	<ul style="list-style-type: none"> ◇ A drama curriculum for junior levels is developed ◇ The language skills of students are enhanced 	Regular drama classes throughout the whole school year	Salary of one part-time drama teachers + MPF = \$267,939	<ul style="list-style-type: none"> ◇ Students are active in drama activities and end-of-term performance ◇ Students' language skills are enhanced 	<ul style="list-style-type: none"> ◇ Observation and assessment conducted by Drama teachers

Areas of concern	Implementation Plan	Benefits anticipated	Schedule	Resources Required	Performance indicators	Assessment Mechanism
2. Learners' Autonomy	<ul style="list-style-type: none"> ✧ Employing a full time staff to support the daily operation of SALC ✧ Providing support for students dropping elective subjects ✧ Assisting teachers in preparing learning materials 	<ul style="list-style-type: none"> ✧ Smooth operation of SALC, support for teaching and learning & facilitate participants with self-learning 	1 Sept 2012 to 31 Aug 2013	\$151,200	<ul style="list-style-type: none"> ✧ Smooth running of SALC ✧ Resource materials for teachers and students purchased ✧ Learners worksheets designed and created 	<ul style="list-style-type: none"> ✧ Daily record of attendance ✧ Close observation of working performance of Teaching Assistant & participants' evaluation forms

Areas of concern	Implementation Plan	Benefits anticipated	Schedule	Resources Required	Performance indicators	Assessment Mechanism
3. Sports development	<ul style="list-style-type: none"> ✧ Employing part-time coaches for sports training and preparing for competitions 	<ul style="list-style-type: none"> ✧ Students of different abilities in the school sports teams receive more attention in sports skills learning and achieve higher goals ✧ Novices have opportunities to experience higher level of sports training. 	Regular training from September 2012 to March 2013	\$12,000	<ul style="list-style-type: none"> ✧ Students receive advanced training and they are prepared for inter-school sports competitions (swimming & athletics) 	<ul style="list-style-type: none"> ✧ Observations from teachers-in-charge and coaches

Areas of concern	Implementation Plan	Benefits anticipated	Schedule	Resources Required	Performance indicators	Assessment Mechanism
4. Academic development	<ul style="list-style-type: none"> ✧ Offering remedial classes for students who are weak in the core subjects; English, Maths and Chinese ✧ Organising enhancement and enrichment courses in various subjects for students 	<ul style="list-style-type: none"> ✧ Students perform better in school and public exams 	Courses will be offered during the school year	\$50,160 for outsourcing provision of remedial classes for different subjects	<ul style="list-style-type: none"> ✧ Improvement shown in internal and public exams 	<ul style="list-style-type: none"> ✧ Evaluation of subject department concerned

Areas of concern	Implementation Plan	Benefits anticipated	Schedule	Resources Required	Performance indicators	Assessment Mechanism
5. Musical development	<ul style="list-style-type: none"> ✧ Employing coaches who are specialised in orchestral training and conducting, one part-time conductor for school orchestra, one part-time conductor for Chinese orchestra 	<ul style="list-style-type: none"> ✧ Students, especially the strings players, receive a thorough training in orchestral playing ✧ The teacher-in-charge puts more focus on the weaker players and provides more assistance to the students and the conductor 	At least once a week throughout the school year	\$52,500	<ul style="list-style-type: none"> ✧ Training for students who have potential in playing in Chinese ensemble or school orchestra provided ✧ Students' interest in music cultivated ✧ School spirit through team training is upheld 	<ul style="list-style-type: none"> ✧ Observation and oral feedback from the conductor ✧ A written evaluation will be conducted by the end of the term of service ✧ A questionnaire will be prepared for students to evaluate the performance of the conductor by the end of the term of service

Areas of concern	Implementation Plan	Benefits anticipated	Schedule	Resources Required	Performance indicators	Assessment Mechanism
6. Spiritual development	<ul style="list-style-type: none"> ✧ Employing a part-time pastoral care worker 	<ul style="list-style-type: none"> ✧ Deeper spiritual development of students, parents and teachers ✧ Workload of teachers in organizing spiritual formation programmes is eased 	Every Monday, Tuesday & Thursday; from 7:45 am to 1:30 pm from September 2012 to August 2013	\$81,900	<ul style="list-style-type: none"> ✧ Spiritual activities for parents and teachers organised ✧ Quality spiritual formation programmes for students organized 	<ul style="list-style-type: none"> ✧ Evaluation exercise, feedback from teachers, students and parents

Total spending of CEG: \$ 602,260

2. Senior Secondary Curriculum Support Grant (SSCSG)

	Details	HK\$
3 teachers	Chinese	296,478.00
1 teaching staff	Physics	375,300.00
1 teaching staff	Mathematics	296,478.00
	Total	968,256.00

3. Enhanced Senior Secondary Curriculum Support Grant (Enhanced SSCSG)

	Details	HK\$
1 teacher	English	375,300.00
Language consultant		252,000.00
	Total	627,300.00

4. One-off Cash Grant in preparation for the setting up of the IMC for the year 2012-2013

Strategies / Tasks	Benefits Anticipated	Time Scale	Success Criteria	Method of Evaluation	Estimated amount	Person(s) in charge
1. Acquiring professional service for matters in connection with the setting up of IMC: drafting of the IMC constitution / agreement and guidelines to be signed between SSB and IMC; managers election and registration; financial arrangements / differentiation of assets and funds for the changeover; training for school managers and so on	Additional workload to the school can be significantly reduced	May 2012 to August 2013	<ul style="list-style-type: none"> - IMC properly set up within the suggested schedule - Election of managers of different categories successfully held - Changeover arrangements completed within six months after the setting up of IMC - Managers equipped with basic knowledge of the daily operation of the school as well as their roles and responsibilities 	Progress to be monitored according to the work schedule	\$ 200,000	School Supervisor/ School Head
2. Employing one IMC assistant for clerical support in all matters related to the setting up of IMC	Additional workload to the regular office staff can be eased	September 2012 to August 2013	<ul style="list-style-type: none"> - Duties of the assistant clearly defined - The assistant being able to carry out her work independently, and report to the School Head on a regular basis 	Performance in reports to the School Head	\$ 150,000	School Head

Amount of Grant: \$ 350,000

Estimated expenditure: \$ 350,000

IV. Appendix - Staff Responsibilities (2012-13)

Sr Veronica Fok – Principal (School Development, Academic Development, Resources Management, School Culture & Religious Formation)

Senior Administrative Team (SAT)

Principal (School Development, Academic Development, Resources Management, School Culture & Religious Formation):

Sr Veronica Fok

Vice Principal (Student Activities, School Administration & Evaluation):

Miss Florence Kwok

Assistant Principal (Life Education & Student Quality Development):

Ms Priscilla Kwok

Head Girl Core Group

Sr Veronica Fok Miss Florence Kwok

Crisis Management Committee

Sr Veronica Fok Miss Florence Kwok Ms Priscilla Kwok
Mr Anthony Mo Social Worker Miss Chan Yuk Lin
Ms Lam Mei Yi Mr Ignatius Chow
Ad hoc members depending on the issue

School Finance and Resources Management Committee

Sr Veronica Fok PTA Representative
Mrs Angela Chiu (Secretary)
Mr Ignatius Chow Miss Peggy Leung

School Policy & Improvement Committee (SPIC)

Sr Veronica Fok Miss Irene Yung Head Girl
Miss Florence Kwok Ms Christine Ng President of SC
Ms Priscilla Kwok Ms Lam Mei Yi Head Prefect
Mr Ted Chow Mr Ignatius Chow S5 Representative
Mr David Hung Ms Nancy Chow
Miss Renie Sinn Mr Thomas Hung

Non-teaching Staff Co-ordination

Clerical Staff Miss Florence Kwok
IT & Lab Technicians Mr Anthony Mo
SALC Mrs Rosa Choy
Janitor Staff Mr Anthony Mo

◇ **Control Committee for School Budget (CCSB)**

Mr Ignatius Chow Mr David Hung
Ms Maria Keung Mr Thomas Hung

◇ **Supplies Inspection Team (SIT)**

Miss Peggy Leung Mrs Angela Chiu
Miss Carol Lee Miss Nikki Pun

Catholic Formation Core Team Mr Ignatius Chow Ms J Au Yeung

Catholic Society: Ms Jacqueline Au Yeung

Y Canossian Helpers: Ms Grace AY Ms Wendy Chan

Liturgical Team: Ms Jacqueline Au Yeung Sr Vicky Ramos

S1 Instruction: Mr I Chow Ms Priscilla Kwok

Catechism: Miss Susanna Wong

Catholic Parents: Ms J Au Yeung Sr Vicky Ramos

Legion of Mary: Miss Maria Lam

Apostleship of Prayer: Mr Anthony Mo Miss Laura Lai

School Magazine & Publication

School Web News Miss Wanda Yiu
Concord & Sch Mag Ms Paula Kong Miss Laura Lai
Mrs Laxmi Prasad
Chinese Miss Chan Yuk Lin
Miss Chang Wai Fong Miss Lau Ling

◇ **Tender Coordination & Opening Team**

Miss Peggy Leung
Miss Sandy Ho

◇ **Tender Approval Committee**

Supervisor/School Manager, Principal, Vice Principal
PTA Representative and Teacher Representative

School Assessment Evaluation & Report Team

Mr David Hung Miss Florence Kwok
Miss Irene Yung

Substitutions & Exam Invigilation

Ms Susanna Chow
Ms Laura Li Miss Emily Cheng

IMC changeover ad hoc working group 2012-2013

Sr Veronica Fok Miss Florence Kwok
Mr Ignatius Chow Miss Peggy Leung
Miss Jenny Wan

Language Support

Miss Irene Yung Miss Ivy Lee
Mrs Caridad Regan Mrs Laxmi Prasad
Mrs Maureen Lai Ms Leung Hoi Yan

Building Maintenance Team

Mr Ignatius Chow Mr Ted Chow
Mr Li Yuen Lee

◇ **Inventory changeover working group 2012-2013**

Miss Peggy Leung Ms Rita Law
Miss Jenny Wan

Staff Welfare Officers

Miss Mandy Cheung Ms Annie Cheung Mrs Winnie Poon

SAMS & Timetabling Team

Ms Susanna Chow Mr Ignatius Chow
Mr Ted Chow

Secretary of General Staff Meeting Ms Wanda Yiu

Staff Development Team (SDT)

Mrs Maureen Lai Ms Tessa Wong
Ms Annie Cheung

Learning & Teaching Advancement Team

Sr Veronica Fok Ms Lam Mei Yi
Ms Nancy Chow Mr David Hung

◇ **Curriculum Development Committee**

Miss Irene Yung (Eng.)
Mrs Maureen Lai (Chin.) Mr Ignatius Chow (Math & ICT)
Miss Renie Sinn (Cultural S.) Miss Florence Kwok (Humanities)
Ms Laura Li (Science) Ms Nancy Chow (Liberal Studies)
Ms Priscilla Kwok (Religious & Personal Growth)

◇ **Language Across Curriculum Coordination**

Miss Irene Yung Mrs Rosa Choy
Mr Zinc Tsang

◇ **Moral & Civic Education Enhancement Working Group**

Miss Chan Yuk Lin Ms Lam Mei Yi
Mr Kelvin Kwong Miss Chang Wai Fong
Ms Jacqueline Au Yeung

◇ **OLE Team**

Miss Alli Li Miss Florence Kwok
Ms Priscilla Kwok Ms Irene Law Miss Clara Ho
Ms Jacqueline Au Yeung

◇ **PBL & Thinking Skills Team**

Ms Laura Li Mrs Laxmi Prasad
Mr Hui CF Mrs Angela Chiu Mr Alex Ho
Ms Nikki Pun Mr Ben Tam Mr David Lam

◇ **Extended Learning Coordination Team**

Miss Renie Sinn Miss Linda Yip
Mr Zinc Tsang Ms Wendy Lee

◇ **Self-access Learning Centre**

Mrs Rosa Choy Ms Christine Ng
Ms So Wing See Miss Rebecca Yu

◇ **SEN Coordination**

Mr Kelvin Kwong Miss Carol Lee
Miss Lau Ling Ms Nikki Pun

◇ **Student Learning Support Team**

Ms So Wing See Ms Annie Cheung
Miss Chan Ka Ling Miss Maria Lam
Ms Christine Ng

◇ **Heads of Departments**

Chinese Literature

Miss Chan Yuk Lin

Putonghua

Ms Leung Hoi Yan

English Language

Miss Irene Yung

Ms Magee Au
Ms Christine Ng

Chinese History

Miss Chan Yuk Lin
Miss Chang Wai Fong

Geography

Miss Florence Kwok

Home Economics

Ms Ivy Yeung

Computer Studies

Mr Woo King Yan

Integrated Science

Mr Kelvin Kwong

Physics

Ms Laura Li

Biology

Mrs Shirley Yang

Visual Arts

Ms Priscilla Kwok

Religious & Moral Education

Ms Jacqueline Au Yeung

Physical Education

Miss Alli Li

Business, Accounting & Financial Studies

Ms Tessa Wong (Marketing)
Mr Thomas Hung (Accounting)

Chinese Language

Mrs Maureen Lai
Ms Leung Hoi Yan

English Literature

Ms Paula Kong
Ms Wanda Yiu

Jr. Humanities

Ms Maria Keung

History

Mr Alex Ho

Economics

Ms Irene Law

Mathematics

Mr Ignatius Chow
Miss Peggy Leung

Chemistry

Ms Susanna Chow

Music

Miss Renie Sinn

Liberal Studies

Ms Nancy Chow
Mr Kelvin Kwong

Teacher-Librarian

Mrs Rosa Choy

Third Language

Miss Ivy Lee

IT Team

Ms Rita Law (Purchase & budget, e-class & school website, E literacy)
Mr Woo King Yan (Intranet) Mrs Angela Chiu (Computer App)
Mr Ignatius Chow Ms Susanna Chow (SAMS)
Mr Andy Lo Mr Terry Li (Technician)
Mr Ted Chow
Ms Zoe Chan (e-literacy)

IT Prefects Board

Ms Rita Law Mr Woo King Yan

SLP Team

Ms Susanna Chow Mr Ted Chow
Ms Rita Law Ms Lam Mei Yi

Reading Team

Ms Wanda Yiu (Reading Journal/Reading Enhancement Scheme)
Mrs Rosa Choy (resource & activities)
Miss Rebecca Yu (Book Recommendation)

Ambassadors of Learning & Gifted Education

Ms Yoshie Lee Mrs Ivy Yeung Miss Mandy Cheung
Ms Irene Law Miss Laura Lai Mr Phil Lee

Library Prefects Board Mrs Rosa Choy Miss Daphne Hui

S1 Bridging Course

Ms Magee Au Ms Tessa Wong

Miss Florence Kwok – Vice Principal (Student Activities, School Administration & Evaluation)

Student Activities Advisory Team

Miss Florence Kwok Miss Clara Ho
Ms Maria Keung Mr David Hung Miss Mandy Cheung

House Advisors Board

Mr David Hung
Bronte Ted Chow, Stephanie Hui
Curie Elaine Chan, Chan Ka Ling
Keller Wendy Lee, Thomas Hung
Nightingale Ivy Yeung, Nikki Pun
Pankhurst Angela Chiu, Miss Maria Lam
Teresa Lau Ling, Zoe Chan

Student Testimonial Writing Support Team

Ms Paula Kong Miss Mandy Cheung Mrs C Regan

Prize Co-ordinating Team

Miss Florence Kwok Ms Nikki Pun
Miss Renie Sinn Mr Alex Ho

Sacred Heartist Award For All-round Achievement

Mrs Winnie Poon Miss Susanna Wong
Ms Canny Li Mr Phil Lee

External Affairs Coordination

Miss Florence Kwok
Miss Peggy Leung (Teaching Practice Coordination)

◇ **Alumnae Association**

Miss Maria Lam WY Miss Renie Sinn

◇ **Video Conferencing**

Mr Phil Lee – Technical Support

Student Financial Assistance

Miss Florence Kwok Ms Tessa Wong Miss Jenny Wan

Student Council Advisors

Mr David Hung Ms Yoshie Lee Miss Mandy Cheung

Graduation Day

Mrs Shirley Yang Miss Chan Yuk Lin
Ms Zoe Chan Miss Lau Ling

Prize-giving Day

Miss Peggy Leung Ms Laura Li
Ms Elaine Chan Mr David Lam

School Bus Liaison

Miss Carol Lee

Tuckshop/Lunch-box Supervisory Team

Ms Wendy Lee PTA representative

Non-school Hour Coordinating Team

School Office

Stage Management Team

Miss Clara Ho
Miss Leung Man Wai

Campus TV & Media Education

Miss Clara Ho Mr Woo KY
Mr Ben Tam Ms Wendy Lee (Photography)

Service & Extra-Curricular Activities 2012-2013

Community Service & Pastoral

<u>Club</u>	<u>Advisers</u>
Zonta Z	<u>Ms Nancy Chow</u> Mrs Winnie Poon
Uniform Groups	
1. Girl Guides - 10th Is. Co.	<u>Ms Leung Hoi Yan</u> Ms Dora Au Miss Stephanie Hui
2. Red Cross - YU2	<u>Mr Phil Lee</u> <u>Miss Winnie Law</u>
3. St. John's Ambulance Brigade	<u>Ms Zoe Chan</u> Mr Kelvin Kwong
Hong Kong Award for Young People	<u>Mr Alex Ho</u>
Social Service Club	<u>Miss Ginny Chan</u> Ms Zoe Chan Miss Susanna Wong

Academic & Knowledge Development

<u>Club</u>	<u>Advisers</u>
Chinese Culture Club	Ms Wendy Chan
Chinese Speech & Debating Society	<u>Mr Hui Chun Fat</u> Miss Chang Wai Fong
Putonghua Club	Miss Lau Ling
Eng Sp & Debating Society	<u>Mrs Winnie Poon</u> Miss Winnie Law
Computer / Internet Club	<u>Mr Woo King Yan</u> Mrs Angela Chiu
Science Society	<u>Ms Laura Li</u> Ms Canny Li Mr Zinc Tsang Mr Tsang Kam Hoi
Home Management & Housecraft Club	<u>Mrs Ivy Yeung</u> Miss Stephanie Hui
Third Language	<u>Miss Ivy Lee</u> Mrs Laxmi Prasad Mr David Lam
Maths Adventure Prog.	<u>Miss Rebecca Yu</u> Miss Ginny Chan Mr Ben Tam
Creative Writing Project	Mrs Laxmi Prasad Mrs Susan Chung (Consultant)

Aesthetic & Physical Development

<u>Club</u>	<u>Advisers</u>
Sports Society	Miss Alli Li Miss Leung Man Wai
Music Society	<u>Miss Renie Sinn</u> Ms Jenny Wong
Art Club	<u>Ms Priscilla Kwok</u> Ms So Wing See
Dance Club	Miss Janet Wu
Concord (English)	<u>Ms Paula Kong</u> Mrs Laxmi Prasad Miss Laura Lai
Concord (Chinese)	<u>Miss Chan Yuk Lin</u> Miss Lau Ling Miss Chang Wai Fong
Photography Club	Ms Wendy Lee
Organic Gardening Club	Mr Li Yuen Lee
Drama Club	<u>Miss Linda Yip</u> Miss Clara Ho Mrs Laxmi Prasad Miss Ivy Lee

Ms Priscilla Kwok – Assistant Principal (Life Education & Student Quality Development)**Character Development Team (CDT)**

Ms Lam Mei Yi Miss Chan Yuk Lin
 Miss Lau Ling Miss Chan Ka Ling
 Ms Grace Au Yeung

Counseling Team (CT)

Ms Priscilla Kwok Ms Wendy Lee
 Miss Maria Lam Miss Chan Yuk Lin
 Ms So Wing See Mr Tsang Kam Hoi
 School Social Worker

Sex Education Team

Ms Leung Hoi Yan Ms Dora Au
 Miss Chang Wai Fong Miss Carol Lee
 School Social Worker

Discipline Team (DT)

Mr Anthony Mo Miss Mandy Cheung
 Mr Kelvin Kwong Miss Stephanie Hui
 Ms Maria Keung Ms Nancy Chow

Careers & Further Studies Team (CFST)

Ms Irene Law Miss Linda Yip
 Miss Ginny Chan Mr Thomas Hung
 Miss Laura Lai Miss Ivy Lee
 Mr David Lam

Civic Education Team

Mr Kelvin Kwong Mr Alex Ho
 Ms Magee Au Mr Zinc Tsang

Health Education Team

Miss Carol Lee
 Miss Susanna Wong Ms Wendy Lee

Green Torch & Green Prefects

Mrs Shirley Yang Ms Elaine Chan
 Ms Dora Au

Parent Teacher Association (PTA)

Ms Wendy Lee Ms Leung Hoi Yan (Publication)
 Ms Priscilla Kwok Miss Nikki Pun (Recreation)
 Ms Elaine Chan (Parent Liaison & Parent Education)

Parents' Day Coordination

Mrs Shirley Yang Ms Canny Li
 Miss Chan Yuk Lin

Parents' Night Coordination

Ms Priscilla Kwok Miss Chan Yuk Lin
 Form coordinators

Home Room Board Core Team

Miss Chan Yuk Lin Ms Priscilla Kwok
 Ms Lam Mei Yi Miss Wendy Chan

✧ **Homeroom Teachers & Partners**

1A Ms Christine Ng Ms Canny Li
 1B Mrs Winnie Poon Miss Carol Lee
 1C Miss Jenny Chan Miss Susanna Wong
 1D Mr Thomas Hung Ms So Wing See
 1E Ms Magee Au Mr David Lam
 1F Mr Ben Tam Miss Hui Ka Ling

2A Miss Lau Ling Mrs Rosa Choy
 2B Mr Tim Tsang Miss Man Leung
 2C Miss Maria Lam Mrs Ivy Yeung
 2D Miss Alli Li Mr Woo King Yan
 2E Ms Jenny Wong Ms Rita Law
 2F Miss Winnie Law Mr Hui Chun Fat

3A Ms Dora Au Mrs Maureen Lai
 3B Ms Leung Hoi Yan Mr Alex Ho
 3C Ms Wendy Chan Miss Renie Sinn
 3D Miss Peggy Leung Ms Tessa Wong
 3E Ms Annie Cheung Mrs Shirley Yang
 3F Mrs Angela Chiu Mr Phil Lee

4A Mr Li Yuen Lee Ms Paula Kong
 4B Miss Laura Lai Miss Chang Wai Fong
 4C Ms Wendy Lee Ms Susanna Chow
 4D Mr Ignatius Chow Ms Laura Li
 4E Miss Irene Yung Mr Zinc Tsang
 4F Ms Nikki Pun Ms Elaine Chan

✧ **Homeroom Teachers & Reading Partners**

5A Miss Linda Yip Miss Mandy Cheung
 5B Ms Irene Law Ms Nancy Chow
 5C Ms Yoshie Lee Mr Ted Chow
 5D Ms Zoe Chan Mr Kelvin Kwong
 5E Miss Ivy Lee Mrs Laxmi Prasad
 5F Ms Wanda Yiu Mrs Regan Caridad

6A Miss Rebecca Yu
 6B Miss Clara Ho
 6C Ms Jacqueline Au Yeung
 6D Miss Ginny Chan
 6E Mr David Hung
 6F Ms Grace Au Yeung

Class Structure & Student Enrolment (2012-13)

	S1	S2	S3	S4	S5	S6	Total
A	35	35	35	38	29	32	
B	35	35	35	38	36	17	
C	35	35	35	27	31	23	
D	35	36	35	38	33	32	
E	35	36	35	37	39	35	
F	35	36	34	37	39	33	
Total	210	213	209	215	207	172	1226

Sacred Heart Canossian College

Annual School Plan

2012-2013

endorsed by the School Management Committee:

Sr Agnes Law
School Supervisor

Sr Veronica Fok
School Principal

Sr Susanna Yu
Representative of
Canossian Missions

Sr Theresa Chien
Representative of
Canossian Missions

Sr Marie Remedios
Representative of
Canossian Missions

Sr Bernadette Au
Representative of
Canossian Missions

Ms Catherine Wong
Representative of
Canossian Missions

Ms Josephine Tjia
Alumnae Representative

Mrs Connie Lau
Parent Representative

Mr Ignatius Chow
Teacher Representative

Miss Nicole J Tavares
Independent