



TWGHs Chen Zao Men College

東華三院陳兆民中學

Annual School Plan

學校周年計劃

2019/2020

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2019/2020

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TWGHs Chen Zao Men College **東華三院陳兆民中學**

I. Mission Statements of all TWGHs Schools

The mission of the Tung Wah Group of Hospitals in education is to provide comprehensive and multifarious services to children and young people to enable them to exert their full potentialities and eventually, to serve the community.

We are committed to achieving an all-round development in our young generation through the provision of a congenial learning environment. It is hoped that our young people will be equipped with the necessary skills and knowledge and be given the opportunity to cultivate an independent mind in order that they will become good citizens with a willing commitment to worthy causes and a genuine concern for social affairs.

We firmly believe in the school motto: 'Diligence, Frugality, Loyalty & Faithfulness' as the guiding principle in the moral and intellectual development of our children and young people. We strive to promote proper values and a positive outlook on life and encourage them to lead a full and meaningful life.

東華三院辦學宗旨

東華三院一貫的辦學精神乃為社會提供完善及多元化的教育服務，作育英才，使兒童及青少年成長後能盡展所長，回饋社會。

為本港兒童及青少年進行「全人教育」，提供一個優良的學習環境，使能發揮潛能，日後成為具備知識技能、有獨立思考能力、勇於承擔責任和關注社會事務的良好公民。

培育兒童及青少年有正確的價值觀和積極的人生觀，並以校訓「勤儉忠信」為進德修業的依歸，勉勵他們拓展豐盛而有意義的人生。

II. Our School Value Statements:

1. Our school can provide an effective and happy learning and working environment.
2. Staff, students and parents can show mutual respect and love for each other, be frank and fair to each other and show active participation.
3. Every student has his/her specific strengths and can learn on his/her own.
4. Every student has a good character and can show civic responsibilities.
5. All staff will enhance continuously their professional standard.

本校的價值信念：

1. 學校能够提供一个高效能及愉快的學習及工作環境。
2. 教職員、學生及家長均抱著互重互愛、坦誠公正及主動參與的態度。
3. 每個學生都具有獨特的專長及自學能力。
4. 每個學生都具有良好的品格並奉行應有的公民責任。
5. 全體教職員均會不斷提升自己的專業水準。

III. School Mission Statements:

TWGHs Chen Zao Men College is an effective school that provides high quality and professional educational services as well as a happy learning environment for the students. We value the good partnership among staff, students and parents, and we emphasise on the individual development of our students. We aim to develop our students into good citizens who are independent and self-enhancing.

本校的宗旨：

東華三院陳兆民中學是一所高效能的學校，為學生提供高質素的專業教育服務及愉快的學習環境。我們重視教職員、學生及家長間的良好夥伴關係，更重視學生的個人發展。我們要培養學生成為獨立自主及積極求進的良好公民。

IV. C.O.R.E. Culture (兆民心)：

We	Care	對人關心，對事關注，推己及人
We are	Open-minded	開明開通，胸襟廣闊，放眼世界
We	Respect each other	尊重自己，尊重他人，易地而處
We	Endeavour	全心全意，盡己所能，悉力以赴

V. Major Concerns (in order of priority)

Major Concern 1:

To deepen active learning among students

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1. All KLAs will prepare self-learning materials for students to get access to upload the learning materials on LMS	<ul style="list-style-type: none"> Throughout the year 	<ul style="list-style-type: none"> Self-learning materials are prepared and used by students. 	<ul style="list-style-type: none"> Feedback from teachers 	<ul style="list-style-type: none"> Vice-principal (Academic Affairs) Academic Committee All panel chairpersons 	<ul style="list-style-type: none"> All teachers
2. 'Submit the Mount' (登峰行動) Programme to strengthen the learning strategies by helping S1 students to sharpen their skills of jotting notes	<ul style="list-style-type: none"> Throughout the year 	<ul style="list-style-type: none"> S1 students know the way and practice jotting down key points in their learning 	<ul style="list-style-type: none"> Feedback from teachers Inspection of students' notebooks of various subjects Best notetaking competition 	<ul style="list-style-type: none"> Academic Committee All panel chairpersons 	<ul style="list-style-type: none"> All teachers

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
3. S1 Reading Scheme	<ul style="list-style-type: none"> • Throughout the year 	<ul style="list-style-type: none"> • S1 students can fill up their reading journal and do sharing with classmates 	<ul style="list-style-type: none"> • Checking the reading journal 	<ul style="list-style-type: none"> • Academic Committee • School Library 	<ul style="list-style-type: none"> • Bookshelves and books in S1 classroom
4. Kindle Reading Scheme	<ul style="list-style-type: none"> • Throughout the year 	<ul style="list-style-type: none"> • S2 students in junior form can possess a kindle for several month for eReading 	<ul style="list-style-type: none"> • Record of book read • Sharing by students 	<ul style="list-style-type: none"> • Academic Committee • S2 class teachers 	<ul style="list-style-type: none"> • Kindles
5. More iPads are purchased, with a system to deliver iPads to the classroom and provide technical support wherever requested.	<ul style="list-style-type: none"> • Throughout the year 	<ul style="list-style-type: none"> • More teachers use iPads in the lessons. 	<ul style="list-style-type: none"> • Feedback from teachers • Lesson observation 	<ul style="list-style-type: none"> • Academic Committee & IT Committee • All panel chairpersons 	<ul style="list-style-type: none"> • All teachers
6. To promote stem activities among S1-S3 students	<ul style="list-style-type: none"> • Throughout the year 	<ul style="list-style-type: none"> • Students in S1-S3 can join stem activities and competition within and outside schools 	<ul style="list-style-type: none"> • STEM show case done at the end of school year can reflect students involvement 	<ul style="list-style-type: none"> • STEM Committee • Technology KLA • Science KLA 	<ul style="list-style-type: none"> • All science and technology teachers

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
7. Widen and deepen the use of examination for improving learning and teaching	<ul style="list-style-type: none"> Throughout the year 	<ul style="list-style-type: none"> More subject teachers would improve their teaching strategies. More class teachers would use the data to discuss with students and parents for improvement 	<ul style="list-style-type: none"> The data can be prepared. Reflection from teachers and students 	<ul style="list-style-type: none"> Vice-principal (Academic) Academic Committee Examination Unit 	<ul style="list-style-type: none"> All teachers
8. Virtualization of computer network	<ul style="list-style-type: none"> Easter Holiday 	<ul style="list-style-type: none"> The project can be completed Teachers and students find more convenient in teaching and data surfing. 	<ul style="list-style-type: none"> Reflection from teachers and students 	<ul style="list-style-type: none"> I. T. Committee 	<ul style="list-style-type: none"> Funding
9. Renovation of school library	<ul style="list-style-type: none"> Summer holiday of 2020 	<ul style="list-style-type: none"> The project can be completed as scheduled School library can be improved with more bookshelves, reading spaces 	<ul style="list-style-type: none"> Reflection from teachers and students 	<ul style="list-style-type: none"> Academic Committee General Affairs Committee Library Team 	<ul style="list-style-type: none"> TW Funding & Donation

Major Concern 2:

To enhance the core-value of respect among students

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1. Discipline teachers and class teachers remind students the tidiness in wearing school uniform.	<ul style="list-style-type: none">• Throughout the year	<ul style="list-style-type: none">• Students are more aware to iron their uniforms and have a more tidy appearance.• More parents are aware to remind their children to have a tidy and clean appearance.	<ul style="list-style-type: none">• Feedback from teachers, students and parents.	<ul style="list-style-type: none">• Vice-principal (Student Support)• Discipline Committee	<ul style="list-style-type: none">• All teachers
2. Home Economics teacher teaches S1 and S2 students the skill of ironing clothing and brushing of shoes.	<ul style="list-style-type: none">• In the First Term	<ul style="list-style-type: none">• Most S1 and S2 can acquire the skill.	<ul style="list-style-type: none">• Skill assessment• Feedback from students and parents.	<ul style="list-style-type: none">• Home Economics teacher	<ul style="list-style-type: none">• All S1 and S2 class teachers and assistant class teachers

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
3. Thank You Card Design Competition	<ul style="list-style-type: none"> • First Term 	<ul style="list-style-type: none"> • All classes hand in the design and winners can be chosen 	<ul style="list-style-type: none"> • Observe the quality of design and the popularity of the awarded pieces. 	<ul style="list-style-type: none"> • Vice-principal (Student Support) • Discipline Master • MCE Mistress 	<ul style="list-style-type: none"> • All class teachers
4. Thank you to students	<ul style="list-style-type: none"> • First Term 	<ul style="list-style-type: none"> • All teachers have send out thank you cards to students for the good deeds they have done. 	<ul style="list-style-type: none"> • Reflection from teachers and students 	<ul style="list-style-type: none"> • Vice-principal (Student Support) • Discipline Master • MCE Mistress 	<ul style="list-style-type: none"> • All teachers
5. Class teachers design class activities and functions to develop individual specialties. \$500 budget for each class in junior level would be assigned for class teachers to carry our class activities.	<ul style="list-style-type: none"> • Throughout the year 	<ul style="list-style-type: none"> • Class activities and functions are held to unite the class and develop individual specialties 	<ul style="list-style-type: none"> • Feedback from teachers and students 	<ul style="list-style-type: none"> • All class teachers 	<ul style="list-style-type: none"> • All class teachers

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
6. Thank parents: students are encouraged to send cards or gifts to parents during Mothers' Day and Fathers' Day. Students would help in household works.	<ul style="list-style-type: none"> • Second Term 	<ul style="list-style-type: none"> • Students have sent cards or gifts to parents. 	<ul style="list-style-type: none"> • Feedback from parents and students. 	<ul style="list-style-type: none"> • Vice-principal (Student Support) • Discipline Master • MCE Mistress • PTA teachers 	<ul style="list-style-type: none"> • All teachers
7. Talks and sharing on Respect	<ul style="list-style-type: none"> • Throughout the year 	<ul style="list-style-type: none"> • The talk can be arranged 	<ul style="list-style-type: none"> • Feedback from teachers and students 	<ul style="list-style-type: none"> • Vice-principal • MCE Mistress 	<ul style="list-style-type: none"> • All teachers
8. Lesson discussion on Respect	<ul style="list-style-type: none"> • During Chinese Language Lesson 	<ul style="list-style-type: none"> • Discussion can be organized and students participate with reflection 	<ul style="list-style-type: none"> • Feedback from teachers and students 	<ul style="list-style-type: none"> • Vice-principal • Chinese Panel Head 	<ul style="list-style-type: none"> • Chinese Subject Teachers

Major Concern 3:

Teachers can be active facilitator of students' growth

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1. More panels would conduct lessons of eLearning and experiences	<ul style="list-style-type: none"> Throughout the year 	<ul style="list-style-type: none"> eLearning lessons could be conducted and more teachers carried eLearning in lesson. 	<ul style="list-style-type: none"> Feedback from teachers and students 	<ul style="list-style-type: none"> Vice-principal (Academic Affairs) Academic Committee 	<ul style="list-style-type: none"> Installation of optical fiber, Wi-Fi, iPad, and related equipment.
2. Teachers can effectively use various eClass module to facilities their teaching and administration work.	<ul style="list-style-type: none"> Throughout the year 	<ul style="list-style-type: none"> Various eClass modules can be smoothly used by teachers 	<ul style="list-style-type: none"> From observation and reflection from teachers 	<ul style="list-style-type: none"> Vice-principals I.T. Committee 	<ul style="list-style-type: none"> Purchase of eClass modules and participation of all teachers
3. Enhancing teachers' counselling skill to guide students to handling stress	<ul style="list-style-type: none"> Throughout the year 	<ul style="list-style-type: none"> Targets teachers have attended related training 	<ul style="list-style-type: none"> Teachers can use the skill learnt to guide students 	<ul style="list-style-type: none"> Vice-principal (Students Support) Counselling Master 	<ul style="list-style-type: none"> Network of counselling training
4. Mentoring of new teachers	<ul style="list-style-type: none"> Throughout the year 	<ul style="list-style-type: none"> New teachers can carry out their duties smoothly 	<ul style="list-style-type: none"> Feedback from new teachers and mentors 	<ul style="list-style-type: none"> Vice-Principals 	<ul style="list-style-type: none"> Experienced teachers

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
5. Improving the working environment of teachers	<ul style="list-style-type: none"> • Throughout the year 	<ul style="list-style-type: none"> • Targeted projects can be completed, e.g. an additional staffroom to accommodate increasing number of teachers & supporting staffs. 	<ul style="list-style-type: none"> • Feedback from teachers and other staffs 	<ul style="list-style-type: none"> • Vice-Principals • General Affairs Committee 	<ul style="list-style-type: none"> • Funding

VI. Plan on Use of Capacity Enhancement Grant

Means by which teachers have been consulted : Staff Meeting

No. of operating classes : 24

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1. <u>Measures to improve the eLearning</u> Employment of one ELSA (eLearning Support Assistant) to support the implementation of eLearning	1.9.2019 – 31.8.2020	<ul style="list-style-type: none"> ELSA can support teaching in arranging iPad and other IT equipment during lessons and activities 	<ul style="list-style-type: none"> Record of using iPads in lessons Observation by I.T. Co-ordinator 	<ul style="list-style-type: none"> Vice-principal Head of I.T. Committee 	ELSA salary (with MPF) at point CAPS 3 = \$10,600 x 1.05 x 12 = \$133,560.00
2. <u>Employment of one Education Assistant</u> Employment of one full-time Education Assistant to assist Chinese teachers in their non-teaching duties. (With \$5,000 salary subsidized by Grant of Sister Schools Scheme per month)	1.9.2019 – 31.8.2020	<ul style="list-style-type: none"> Production of more and better quality teaching materials Teachers are relieved of some of the workload in non-teaching areas 	<ul style="list-style-type: none"> Development of teaching materials Feedback from teachers and students 	<ul style="list-style-type: none"> Vice-principal Panel Head of Chinese 	EA salary (with MPF) at point MPS 9 = \$21,585 x 1.05 x 12 - (\$5,000 x 12) = \$211,971.00

Accumulative Surplus brought forward from 2018/19 School Year	\$	664,502.24	
2019/20 School Year	Income :	\$	634,017.00
	Estimated Expenditure :	\$	345,531.00
	Estimated Surplus:	\$	288,486.00 (Reserved for use in 2020/21 School Year)
Estimated Accumulative Surplus by the end of 2019/20 School Year	\$	952,988.24	(Reserved for use in 2020/21 School Year)

VII. Plan on Use of Senior Secondary Curriculum Support Grant

The Enhanced Senior Secondary Curriculum Support Grant is provided to school over a period of 4 years starting from 2008/09 school year and can be used up to the end of 2012/13 school year. The Senior Secondary Curriculum Support Grant is provided to school annually starting from 2012/13 school year.

Strategies / Tasks	Resources Required
3. Employment of one Full-time GM Teacher	Teacher salary for one year (with MPF) at MPS 19 = $\$36,665 \times 1.05 \times 12 = \$461,979.00$
4. Employment of one Full-time Education Assistant for 12 months and subsidize \$5000 per month of a Full-time Education Assistant for 12 months	EA salary for one year (with MPF) at point MPS9 = $\$21,585 \times 1.05 \times 12 + (\$5,000 \times 12) = \$331,971.00$
5. Employment of one Full-time Teacher Assistant for 12 months	TA salary for one year (with MPF) at point MOD8 = $\$15,365 \times 1.05 \times 12 = \$193,599.00$

Accumulative Surplus brought forward from 2018/19 School Year	\$ 308,107.61
2019/20 School Year	
Income :	\$ 731,880.00
Estimated Expenditure :	\$ 987,549.00
Estimated Deficit :	\$ (255,669.00)
	(Covered by Accumulative Surplus brought forward from 2018/19 School Year)
Estimated Accumulative Surplus by the end of 2019/20 School Year	\$ 52,438.61 (Reserved for use in 2020/21 School Year)

VIII. Plan on Use of Fractional Post Cash Grant

Our school has been approved by EDB to encash the 0.8 fractional GM post in the teaching establishment of 2019/20 school year and claim the Fractional Cash Grant, the use of which depends on the school’s own situation and school-based targets. School can retain 3 times the annual provision of the school year in which the grant is provided and any excess will be clawed back.

Strategies / Tasks	Resources Required
<p>6. Employment of two Full-time Education Assistant for 12 months. (With \$5,000 salary subsidized by Healthy School Project per month for one of the EA)</p>	<p>Two EA salary for one year (with MPF) at point MPS9 $= \\$21,585 \times 1.05 \times 12 \times 2 - (\\$5,000 \times 12) = \\$483,942.00$</p>

Accumulative Surplus brought forward from 2018/19 School Year	\$ 711,704.39	
2019/20 School Year	Income :	\$ 487,920.00
	Estimated Expenditure :	\$ 483,942.00
	Estimated Surplus :	\$ 3,978.00 (Reserved for use in 2020/21 School Year)
Estimated Accumulative Surplus by the end of 2019/20 School Year	\$ 715,682.39	(Reserved for use in 2020/21 School Year)

IX. Plan on Use of Learning Support Grant for Secondary School

Strategies / Tasks	Resources Required
7. Employment of one Full-time Education Assistant for 12 months (With \$5,000 salary subsidized by Senior Secondary Curriculum Support Grant per month)	Subsidize the salary of a EA for one year (with MPF) at point MPS9 $\$21,585.00 \times 1.05 \times 12 - (\$5,000 \times 12) = \$211,971.00$
8. Employment of a Full-time SEN Teacher for 12 months	\$ 361,980.00
9. Procuring outside professional services: (a) Social Skill Training (b) SEN Working Experience Scheme (c) Adventure-based Activities (d) Integrated Education Programme (e) SEN Academic Support Programme (f) Clinical Psychological Therapy Total:	\$ 16,800.00 \$ 48,500.00 \$ 3,000.00 \$ 112,000.00 \$ 43,000.00 \$ 40,000.00 \$ 263,300.00

Accumulative Surplus brought forward from 2018/2019 School Year	\$207,390.84	
2019/20 School Year	Income :	\$915,000.00
	Estimated Expenditure :	\$837,251.00
	Estimated Surplus :	\$ 77,749.00
		(Reserved for use in 2020/21 School Year)
Estimated Accumulative Surplus by the end of 2019/20 School Year	\$285,139.84	(Reserved for use in 2020/21 School Year)

X. Plan on Use of Diversity Learning Grant

The Diversity Learning Grant is provided to School starting from 2009/10 school year to support students in studying Applied Learning Courses.

For 2017/18 to 2019/20 (Ninth Cohort)

DLG Category	Resources Required	
Applied Learning Course :		
Foundation in Chinese Medicine	Course Fee for one student	\$ 14,800.00 (For 2018/19 and 2019/20)
Patisserie and Café Operations	Course Fee for one students	\$ 16,500.00 (For 2018/19 and 2019/20)
Western Cuisine	Course Fee for one student	\$ 15,100.00 (For 2018/19 and 2019/20)
Hospitality Services in Practice	Course Fee for one student	\$ 16,500.00 (For 2018/19 and 2019/20)
Child Care and Education	Course Fee for one student	\$ 13,200.00 (For 2018/19 and 2019/20)

2018/19 School Year	Income :	\$	38,050.00
	Estimated Expenditure :	\$	38,050.00
2019/20 School Year	Income :	\$	38,050.00
	Estimated Expenditure :	\$	38,050.00

**For
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2018/19 to 2020/21 (Tenth Cohort)

DLG Category	Resources Required	
Applied Learning Course :		
Marketing and Online Promotion	Course Fee for three students	\$ 46,500.00 (For 2019/20 and 2020/21)
Child Care and Development	Course Fee for one student	\$ 15,900.00 (For 2019/20 and 2020/21)
Foundation in Chinese Medicine	Course Fee for one student	\$ 15,800.00 (For 2019/20 and 2020/21)
Aviation Studies	Course Fee for two students	\$ 31,000.00 (For 2019/20 and 2020/21)
Child Care and Education	Course Fee for one student	\$ 14,110.00 (For 2019/20 and 2020/21)
Applied Psychology	Course Fee for one student	\$ 16,400.00 (For 2019/20 and 2020/21)
Western Cuisine	Course Fee for one student	\$ 15,100.00 (For 2019/20 and 2020/21)
Computer Game and Animation Design	Course Fee for one student	\$ 13,500.00 (For 2019/20 and 2020/21)
Fundamental Cosmetology	Course Fee for one student	\$ 13,540.00 (For 2019/20 and 2020/21)

2019/20 School Year	Income :	\$	90,925.00
	Estimated Expenditure :	\$	90,925.00
2020/21 School Year	Income :	\$	90,925.00
	Estimated Expenditure :	\$	90,925.00

Plan on Use of Diversity Learning Grant (Other programme) 2019-20

Domain	Programme	Objectives	Resources Required	
English Language	Creative Use of English Program (Reading & Writing)	To enrich students' repertoire in creative use of English in the area of reading and writing	Employment of two experienced qualified part-time teachers to carry out Creative Use of English Program for gifted S4 to S6 students	<p>S4: 9 sessions, each of 2 hours at an hourly rate of \$500.00: $500 \times 2 \times 9 = \\$9,000.00$</p> <p>S5: 17 sessions, each of 2 hours at an hourly rate of \$500.00: $500 \times 2 \times 17 = \\$17,000.00$</p> <p>S6 (Class A): 12 sessions, each of 2 hours at an hourly rate of \$500.00 : $500 \times 2 \times 12 = \\$12,000.00$</p> <p>S6 (Class B): 9 sessions, each of 2 hours at an hourly rate of \$500.00: $500 \times 2 \times 9 = \\$9,000.00$</p>
	Public Speaking Program	To enrich students' repertoire in English Public Speaking	Invite Toastmasters to run a course of 8 sessions on public speaking for the gifted S4 students and learning packs need to be bought.	S4 Public speaking learning packs: \$660.00
Chinese Language	Debate Programme in Cantonese	To enrich students' repertoire in debate	Employment of two tutors to carry out Training Programme on Debate for gifted S4 & S5 students after-school	S4&S5: Debates: 50 sessions each of 2.5 hours at hourly rate of \$300.00 : $300 \times 2.5 \times 50 = \$37,500.00$

Domain	Programme	Objectives	Resources Required	
Mathematics	Mathematics Enhancement Classes	<ol style="list-style-type: none"> <li data-bbox="533 220 878 595">1. To provide an opportunity for the students to enhance the interest of learning Mathematics, the ability of problem solving <li data-bbox="533 595 878 783">2. To develop their self-confidence and widen their horizon in learning Mathematics 	Employment of a tutor to carry out training on various external Mathematics competition (e.g. HKMO, Pui Ching Invitational Mathematics Competition) for gifted S.4 & S.5 students after-school	S.4: 11 sessions each of 1.5 hours at hourly rate of \$450.00: $\$450 \times 1.5 \times 11 = \$7,425.00$ S.5: 11 sessions each of 1.5 hours at hourly rate of \$850.00: $\$850 \times 1.5 \times 11 = \$14,025.00$
	Mathematics Summer Enrichment Class	<ol style="list-style-type: none"> <li data-bbox="533 799 878 938">1. To arouse the interest of students in learning Mathematics <li data-bbox="533 938 878 1217">2. To develop their self-confidence and widen their horizon in learning Mathematics 	Employment of a tutor to carry out teaching on various Mathematics topics such as complex numbers, harder inequalities (e.g. $A.M. \geq G.M.$) and statistics (e.g. Sampling) and interesting Mathematics games for S.4 & S.5 students who are interested in learning more in Mathematics	6 sessions each of 2 hours at hourly rate of \$450.00: $\$450 \times 2 \times 6 = \$5,400.00$

2019/20 School Year	Income :	\$	84,000.00	
	Estimated Expenditure :	\$	112,010.00	
	Estimated Deficit :	\$	(28,010.00)	(Covered by EOEBG)

Three Year Plan on Use of Diversity Learning Grant for 2017/18 to 2019/20 (9th) cohort

DLG Category	Strategies	Estimated no. of students involved in each school year			Success indicators	Teacher-in-charge
		17/18	18/19	19/20		
Applied Learning (ApL):	Allow students with different learning needs to take one ApL course offered by different institutes so as to broaden their learning experiences and develop their career aspirations	NA	10	10	Students meet the 80% minimum attendance rate Students submit course assignment on time Successful completion of the ApL courses by students as shown in their learning records Students should obtain pass or pass with distinction in ApL as assessed by the corresponding institute	Careers Master
Other Programme: Gifted Education Programme	Invite Toastmasters to run a course of 8 sessions on public speaking for gifted students and recommend them to join the public speaking contest	20	20	20	Students will improve in their public speaking skills	English Language Panel Chairman

DLG Category	Strategies	Estimated no. of students involved in each school year			Success indicators	Teacher-in-charge
		17/18	18/19	19/20		
Other Programme: Gifted Education Programme	Employment of an experienced qualified part-time teacher to carry out English Creative Writing Programme for the gifted students on Saturday	20	20	20	Students will improve their skills in creative writing	English Language Panel Chairman
	Employment of a tutor to carry out Training Programme in Chinese Language on Debates for gifted students after-school	20	20	-	Students will improve their skills in debate	Chinese Language Panel Chairman
	Sponsor student to apply for in outside programme of Training of News Reporter Master of Ceremony for gifted students after-school	20	20	-	Students will improve their skill in writing new reports and oral presentation	Chinese Language Panel Chairman
Other Programme: Gifted Education Programme	Employment of a tutor to carry out training on Mathematics Olympiad for gifted students after-school	20	20	-	Students will improve their skills in solving mathematics puzzles	Mathematics Panel Chairman

DLG Category	Strategies	Estimated no. of students involved in each school year			Success indicators	Teacher-in-charge
		17/18	18/19	19/20		
	Employment of a tutor to carry out supplementary programmes on various subjects for those gifted athletes after-school	20	20	20	Students will improve their skills in their sports items without too much worries on their academic repertoire	Physical Education Panel Chairman

Three Year Plan on Use of Diversity Learning Grant for 2018/19 to 2020/21 (10th) cohort

DLG Category	Strategies	Estimated no. of students involved in each school year			Success indicators	Teacher-in-charge
		18/19	19/20	20/21		
Applied Learning (ApL):	Allow students with different learning needs to take one ApL course offered by different institutes so as to broaden their learning experiences and develop their career aspirations	NA	10	10	Students meet the 80% minimum attendance rate Students submit course assignment on time Successful completion of the ApL courses by students as shown in their learning records Students should obtain pass or pass with distinction in ApL as assessed by the corresponding institute	Careers Master
Other Programme: Gifted Education Programme	Invite Toastmasters to run a course of 8 sessions on public speaking for gifted students and recommend them to join the public speaking contest	20	20	20	Students will improve in their public speaking skills	English Language Panel Chairman

DLG Category	Strategies	Estimated no. of students involved in each school year			Success indicators	Teacher-in-charge
		18/19	19/20	20/21		
Other Programme: Gifted Education Programme	Employment of an experienced qualified part-time teacher to carry out English Creative Writing Programme for the gifted students on Saturday	20	20	20	Students will improve their skills in creative writing	English Language Panel Chairman
	Employment of a tutor to carry out Training Programme in Chinese Language on Debates for gifted students after-school	20	20	-	Students will improve their skills in debate	Chinese Language Panel Chairman
	Employment of a tutor to carry out training on Mathematics Olympiad for gifted students after-school	20	20	-	Students will improve their skills in solving mathematics puzzles	Mathematics Panel Chairman
	Employment of a tutor to carry out supplementary programmes on various subjects for those gifted athletes after-school	-	20	20	Students will improve their skills in their sports items without too much worries on their academic repertoire	Physical Education Panel Chairman

Three Year Plan on Use of Diversity Learning Grant for 2019/20 to 2021/22 (11th) cohort

DLG Category	Strategies	Estimated no. of students involved in each school year			Success indicators	Teacher-in-charge
		19/20	20/21	21/22		
Applied Learning (ApL):	Allow students with different learning needs to take one ApL course offered by different institutes so as to broaden their learning experiences and develop their career aspirations	NA	10	10	Students meet the 80% minimum attendance rate Students submit course assignment on time Successful completion of the ApL courses by students as shown in their learning records Students should obtain pass or pass with distinction in ApL as assessed by the corresponding institute	Careers Master
Other Programme: Gifted Education Programme	Invite Toastmasters to run a course of 8 sessions on public speaking for gifted students and recommend them to join the public speaking contest	20	20	20	Students will improve in their public speaking skills	English Language Panel Chairman

DLG Category	Strategies	Estimated no. of students involved in each school year			Success indicators	Teacher-in-charge
		19/20	20/21	21/22		
Other Programme: Gifted Education Programme	Employment of an experienced qualified part-time teacher to carry out English Creative Writing Programme for the gifted students on Saturday	20	20	20	Students will improve their skills in creative writing	English Language Panel Chairman
	Employment of a tutor to carry out Training Programme in Chinese Language on Debates for gifted students after-school	20	20	-	Students will improve their skills in debate	Chinese Language Panel Chairman
	Employment of a tutor to carry out training on Mathematics Olympiad for gifted students after-school	20	20	-	Students will improve their skills in solving mathematics puzzles	Mathematics Panel Chairman
	Employment of a tutor to carry out supplementary programmes on various subjects for those gifted athletes after-school	-	10	10	Students will improve their skills in their sports items without too much worries on their academic repertoire	Physical Education Panel Chairman

XI. Plan on Use of School-based After-school Learning and Support Programme

Name of Activity	Objectives of the activity	Period/Date activity to be held	Estimated no. of grant beneficiaries#	Estimated expenditure (\$)	Name of partner/service provider (if applicable)
Musical Instrument Training Classes	<ul style="list-style-type: none"> • Widen the scope of learning experiences outside classroom • Enhance the personal and social development of students 	Oct 2019 to Aug 2020	20 students from S1-S5	Besides the share subsidized by the school, each student has to pay approximately \$1,200 to the tutors. This fee will be borne by the grant. [\$1,200 x 20 = \$24,000.00]	<ul style="list-style-type: none"> • Brass Band Tutor: Wong Chit Fung • Trombone Tutor: Tsang Wai Pang • Clarinet Tutor: Chan Man Ling • Percussion Tutor: Chiu On Tik • Upper Brass Tutor: Yip Chun Kit • Flute Tutor: Chan Pui King

Name of Activity	Objectives of the activity	Period/Date activity to be held	Estimated no. of grant beneficiaries#	Estimated expenditure (\$)	Name of partner/service provider (if applicable)
Sports Games Training Classes	<ul style="list-style-type: none"> • Widen the scope of learning experiences outside classroom • Enhance the personal and social development of students 	Sept 2019 to Aug 2020	50 students	Besides the share of tutoring fees subsidized by the school, each student has to pay \$800 to the tutors. This fee will be borne by the grant. [\$800 x 50 = \$40,000.00]	<ul style="list-style-type: none"> • Volley Ball Tutor: Wong Pui Yi • Basketball (Girls) Tutor: Chung Ming Tat • Basketball (Boys) Tutor: Wong Chi Wai • Athletic Training Tutor: Chung Koon Ting • Table Tennis Tutor: Lam Chi To

Name of Activity	Objectives of the activity	Period/Date activity to be held	Estimated no. of grant beneficiaries#	Estimated expenditure (\$)	Name of partner/service provider (if applicable)
Various Support Programmes for Personal Development	<ul style="list-style-type: none"> Widen the scope of learning experiences outside classroom Enhance the personal and social development of students 	Sept 2019 to Aug 2019	150 students from S1 to S6	The fee contributed by students when joining various support programmes for personal and social development will be borne by the grant [\$400 x 150 = \$60,000.00]	

Note:

Grant beneficiaries – referring to target students in receipt of CSSA/SFAA full grant and disadvantaged students identified by the school.

Balance brought forward from 2018/19 School Year	\$ 46,590.90
2018/19 School Year	Income :
	\$ 92,000.00
	Estimated Expenditure :
	\$ 124,000.00
	Estimated Deficit :
	\$ (32,000.00)
	(Covered by Accumulative Surplus brought forward from 2018/19 School Year)
Estimated Surplus by the end of 2019/20 School Year	\$ 14,590.90 (Reserved for use in 2020/21 School Year)

XII. 2018-19 School Year Plan on Sister School Exchanges

Names of the Mainland Sister School (1) Changchun City Experimental High School
 (2) Beijing Zhongguancun Middle School
 (3) Beijing 101 Middle School
 (4) Shenyang No.120 High School

Name and Content of the Exchange Activity	Intended Objective(s)	Monitoring/Evaluation	Estimated Expenditure
<ul style="list-style-type: none"> • To organize 5-days visit of 5 teachers to Beijing to have professional sharing on school management , teaching and learning and student • To organize an exchange tours to Shenyang to visit sisters schools here. Students would visit lessons and interflow with buddies. Teachers would hold sharing forum. • Publication of Sister School Interflow Journal 	<ul style="list-style-type: none"> • To widen students’ horizon and let them gain the treasurable experience by interacting with students in Beijing and Shenyang and attending the lessons in these schools. • To enhance interflow of teachers in knowing more about pedagogy skill, curriculum design, school management in different places. • The Interflow Journal provides a chance to make reflection for participating students, sharing to other students and inform parents about activities of sister schools. 	<ul style="list-style-type: none"> • Students are asked to fill in evaluation questionnaire and write reflection. • Teachers report the spotted changes in attitude of their students. • Quality of passage written by students in the Interflow Journal. 	Tour fee: Beijing : \$6,000 x 5 = \$30,000.00 Shenyang : \$3,000 x 12 = \$36,000.00 Publication : \$20,000.00 Salary of one full - time Education Assistant (\$5000 per month) : \$5,000 x 12 =\$60,000.00(including MPF) Miscellaneous : \$4,000.00 <hr style="border-top: 1px dashed black;"/> TOTAL : \$150,000.00 Surplus brought from 2018/19: \$88,510.77 Estimated accumulative surplus by the end of 2019/20: \$88,510.77

XIII. 2018-19 School Year Plan on the Use of the Promotion of Reading Grant

The major objectives for Promotion of Reading: to create a reading culture in school, to promote learning through reading

	Items	Estimated Expenses(\$)
1.	Purchase of Books	40,000
	<input checked="" type="checkbox"/> Printed books	
	<input checked="" type="checkbox"/> e-Books	
	<input checked="" type="checkbox"/> e-data base	
2.	Web-based Reading Scheme	13,980
	<input checked="" type="checkbox"/> Wise News Subscription	
	<input checked="" type="checkbox"/> Extensive Reading Scheme	
3.	Reading Activities	8,000
	<input checked="" type="checkbox"/> Talks from writers	
	<input checked="" type="checkbox"/> Hire of services from external service provides to organize activities related to the promotion of reading	
	Total	61,980
	Surplus brought forward from 2018/19	3,803
	Estimated surplus by the end of 2019/20	3,803

XIV. Life Wide Learning Grant

Domain	Brief Description of the Activity	Date	Target Student (level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriated box(es);				
						I	M	P	S	C
						I: Intellectual Development M: Moral & Civic Education P: Physical & Aesthetic Development S: Community Service C: Career-related Experience				
Category 1	To organize /participate in life-wide learning activities									
1.1	To organize life-wide learning activities in different KLAs/cross-KLA/curriculum areas to enhance learning effectiveness (e.g. field trips, arts, appreciation, visits to enterprises, thematic learning days)									
BAFS	Visit the Consumer Products Fair Expo Visit to enhance student's exposure to real life business practice and help student to consolidate their learning and apply classroom knowledge to the real life cases	12/2019	S4 to S6	1. Report from Students 2. Teacher's observation	Transportation: \$1,000.00	✓				
History	1. Visit the Ping Shang Heritage Trail 2. Visit History Museum	03/2020 10/2019-07/2020	S1 students (120) S1-S3 students (30)	1. Report from Students 2. Teacher's observation	Transportation: \$1500 x 3 = \$4,500.00 Transportation: \$1,000.00	✓	✓			

Geography	1. Field trip (on agriculture / coastal features, river) for S4/S6 students	2 nd Term	40	Report	Coach: \$1,500.00	✓				
	2. Field trip (on rocks, volcanoes) for S5 students		40	Report	Coach: \$1,500.00					
Maths	Arch of Triumph Maths Competition: the aims of the competition are to arouse students' interest in Mathematics and to enhance the training of Mathematical elites.	11/2019	S.1-3		\$500.00	✓				
	Pui Ching Invitational Maths Competition: It provides an opportunity for the students to enhance the interest of learning Mathematics, the ability of problem solving and the spirit of team work through the training.	1,5/2020	S.1-5		\$1,000.00	✓				
	Hua Luo-geng Cup Mathematics Competition The aim of the competition is to develop students' Mathematical abilities and foster their interest in Mathematics.	04/2020	S.1-2		\$200.00	✓				
Chinese	Reporter Class	09-11/2019	20 S3-S5 students	Publication of School Newspaper	Instructor fee: \$15,000.00	✓				✓
	Literature walk(文學散步): trail on Hong Kong Island	04/2010	30 students	Students' reflection	Transportation fee: \$1,000.00	✓	✓			
	Take part in HK Schools Speech Festival (Chinese)	11-12/2019	20 students	1. Students' reflection 2. Competition result	Application fee: \$3,000.00	✓				
	MC Training Class: develop students' potential as MC and serve in school functions.	03-05/2020	S3 & S4	Students' performance in school functions	Instructor fee: \$20,000.00	✓				✓
Chinese History	Visit Museum and historical trail: let students learn local history in an authentic situation.	09-12/2019	30 students (S1-4)	Report from students	Transportation fee: \$1,000.00	✓	✓			
Biology	Field trip : to observe and collect data from nature for analysis	07/2020	27 students (S5)	Quality of report hand in by students	Transportation fee: \$1,500.00	✓				

I.S.	1. Science Competitions: cultivate students, interests in scientific observation and experiment 2. Visit (e.g. Science Museum): to widen students' exposure to science activities outside school	02-03/2020 11-12/2019	S1 & S2 students S2 students	Feedback from students & teacher observation	Materials: \$2,000.00 Transportation: \$1,000.00	✓					
English Department	Take part in HK Schools Speech Festival (English)	11-12/2019	70 students	1.Students' reflection 2.Competition result	Application fee: \$3,000.00	✓					
Econ, L&S	Visit Legislative Council	05/2020	All S2 students (120)	Sharing of students in lesson	Transportation fee: \$2,000.00	✓	✓				
	Visit Monetary Authority and City Gallery	05/2020	S3 students (30)	Sharing of students in lesson	Transportation fee: \$500.00	✓	✓				
Music	Take part in HK Schools Music Festival (English)	02-03/2020	20 students	1.Students' reflection 2.Competition result	Application fee & piano accompaniment: \$10,000.00			✓			
	Take part in Band Festival	12/2019	40 students	1.Students' reflection 2.Competition result	Application fee & transportation: \$6,000.00			✓			
PE	School Sports Day	09/2019	S1-S6	Performance of Student	Total cost: \$30,000.00		✓	✓			
Liberal Study	Mock Trial Application: to train students analytical mind and experiences the judicial system in Hong Kong	10/2019-04/2020	S4-5 students	Performance of Student	Application fee & transportation: \$5,000.00	✓	✓				
	Visit the Wan Chai District to understand localities and the change of HK society	03/2020	S5 students	Report from students	Subsidy on instructor fee: \$3,000.00	✓	✓				
Subtotal: \$115,200.00											

1.2							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 (e.g. activities on multiple intelligences; physical, aesthetic and cultural activities; leadership training; service learning; clubs and societies; school team training; uniformed groups; military camps)				
Domain	Brief Description of the Activity	Date	Target Student (level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriated box(es);					
						I	M	P	S	C	
						I: Intellectual Development M: Moral & Civic Education P: Physical & Aesthetic Development S: Community Service C: Career-related Experience					
School Picnic	Structured outdoor learning and class cultivation for students	22/1/2020	All	Evaluation questionnaire	Transportation fee: \$40,000.00		✓	✓			
ECA Committee: Leadership Training Camp	Training of student leaders of Student Association, clubs and society	08/2020	S2-4 student leaders (30)	Feedback from participants & teacher-in-charge	Subsidy: \$12,000.00		✓		✓	✓	
Students Association	Junior Leadership Training Programme: voluntary service and camp	01-05/2020	S2 & S3 students (30)	Sharing and reflection of participants.	\$2,500.00		✓		✓		
	Farewell to S6 students	03/2020	All S6 students	Feedback from S6 students	\$800.00		✓				
	Tsuen-Kwai-Tsing Students Exchange Programme (荃葵青區英文中學交換生計劃)	04/2020	S3-S5 students (20)	Reflection from students	Interflow party: \$1,100.00	✓	✓			✓	

Basketball (Girls & Boys)	1. Basketball skill 2. Team spirit	09/2019-0 8/2020	55 members	1. Competitions result 2. Students' performance	Subsidy of coach fee: \$45,000.00			✓		
Volleyball (Girls)	1. Volleyball skill 2. Team spirit	09/2019-0 8/2020	30 members	1. Competitions result 2. Students' performance	Subsidy of coach fee: \$25,000.00			✓		
Table Tennis	1. Table tennis skill 2. Team spirit	09/2019-0 8/2020	30 members	1. Competitions result 2. Students' performance	Subsidy of coach fee: \$15,500.00			✓		
Athletic Team	1. Field and track skill 2. Training of will power	09/2019-0 8/2020	30 members	1. Competitions result 2. Students' performance	Subsidy of coach fee: \$31,000.00			✓		
HKSSF Competitions	1. Interflow on sports skill among students in Tsuen-Kwai-Chung District 2. Widen exposure and enhance physical fitness and self-confidence of students	09/2019-0 5/2020	All school team members	1. No. of participations 2. Performance of students in competition	Subsidies on application fee, rental for training ground & transportation: \$37,500.00			✓		
Martial Art Club	Taekwondo Training 1. Learn the skill of Taekwondo 2. Train physical fitness 3. Cultivate martial ethics	09/2019 -05/2020	S1-S6 students (15)	1. Internal assessment 2. Performance in competition	\$13,500 – \$6,000 =\$7,500.00		✓	✓		
	Karate Training 1. Learn the skill of Karate 2. Train physical fitness 3. Cultivate martial ethics	09/2019 -05/2020	S1-S6 students (15)	1. Internal assessment 2. Performance in competition	\$13,500 – \$6,000 =\$7,500.00		✓	✓		
	Training Camp 1. Intensive training 2. Team building	06/2020	S1- S6 students	1. Reflection from students 2. Comments from instructor	\$3,000.00		✓	✓		

Dance Club	1. Train students on Chinese dance and cultivate appreciation 2. Team building 3. Take part in HK Schools Dance Festival	09/2019-08/2020	S1-S 6 students (15)	1. Feedback from students and coach 2. Competition results	Subsidies on instructor fee, costumes, cosmetics, transportation & competition fee: \$50,000.00			✓		
Girl Guide	Camping 1. Team building 2. Self-care skill 3. In contact of nature	11/2019	S2 members (25)	1. Turn up rate 2. Task accomplished	Subsidy on camp fee & transportation fee: \$2,000.00		✓		✓	
Red Cross	Training Camp 1. Learn about the value of Red Cross 2. Learn skill of first aid 3. Team building	07/2020	S1-S4 members	1. Tasks accomplished 2. Feedback from students	Subsidy on camp fee & transportation : \$5,000.00	✓	✓		✓	
Boy Scout	Training Camp 1. Learn about the value of Boy Scout 2. Learn skill of wild camping 3. Team building	04/2020	S1-S4 members	1. Performance of the badge examination of members 2. Feedback of members	Subsidy on camp fee & transportation: \$5,000.00	✓	✓		✓	
Art& Craft Club	Multi-media Painting 1. Cultivate the interest and skill of painting	09/2019-05/2020	S1 &S2 students (20)	Observation & questionnaire	Subsidy on instructor fee & transportation: \$10,000.00	✓	✓	✓		
	Sand picture class 1. Cultivate the skill of sand picture 2. Relaxation	09/2019-05/2020	S1 &S2 students (20)	Observation & questionnaire		✓	✓	✓		
	Visit exhibition 1. Widen the exposure of students and enhance their knowledge on art appreciation	05/2020	S1 – S6 students	Observation & questionnaire		✓	✓	✓		
Chess Club & War Games Research Club	1. Cultivate students' skill in playing chess 2. Training of logical thinking 3. Appreciation of Chinese culture	09/2019-05/2020	Member students	Attendance rate of students Feedback from students	\$3,000.00 (Purchase of chess and related equipment)		✓	✓		

Broad game Activity	1. Training of logical thinking 2. Team building	09/2019-05/2020	Member students	Attendance rate of students Feedback from students	\$1,000.00 (Purchase of board games)		✓	✓		
Debate Team TWGHs Joint Schools Debate	Attend the Opening and Closing Ceremony of TWGHs Joint Schools Debate 1. Widen students' exposure and deepen their interest on debate. 2. Training of logical and critical thinking	1,5/2020	All team members (20)	Turn up rate	Transportation: \$1000 x 2 = \$2,000.00	✓	✓			
	Training Camp 1. Intensive training of debate skill 2. Team building	06/2020	All team members (20)	1. Turn up rate 2. Performance in the camp	Subsidy on camp fee & transportation cost: \$3,000.00	✓	✓			
Drama Club	English Drama Appreciation To enhance the interest of students in learning English.	12/2019-05/2020	S1-4	Questionnaire	Subsidy on tickets: \$ 2,000.00	✓		✓		
Home Economics Club	To participate in the course of the Town Gas 1. To deepen students' knowledge and interest on cooking 2. Careers planning	2 nd Term	24 students	1. Teachers' observation 2. Students' feedback	Subsidy on course fee: \$5,000.00	✓	✓	✓		✓
School Life Education	To arrange appreciation of performing art to all students and broaden the horizon of the students in performing art	10/2019-05/2020	S1-S6 (All students)	Feedback from students & teachers	Subsidy on tickets & transportation: \$45,000.00			✓		
Careers Camp	To equip the student to prepare for the application of JUPAS and for the planning of further studies.	08/2020	All S5 students (120)	Evaluation questionnaire	Subsidy: \$15,000.00		✓			✓
STEM	CISCO Innovative Challenge To nurture students' potentials in I.T. field and problem solving skills.	10/2019-03/2020	S.2-3 (4-8 students)	1. Attendance 2. Result of the competition	Subsidy on activities: \$8,000.00	✓				
	Infrastructure Building Competition To promote team work and strengthen engineering knowledge	12/2019-03/2020	S.1-5 (10 students)	1. Attendance 2. Result of the competition		✓				✓

	Microbit Exploring Group To gain the knowledge of coding.	02-04/2020	S.1-2 (15-20 students)	1. Attendance of the training class 2. Result of the competition		✓				
	Hong Kong Primary and Secondary Schools Robotics Competition To promote students' problem solving skills and programming knowledge.	03/2020	S.1-3 (4 students)	1. Attendance of the training class 2. Result of the competition		✓				
	STEM Day To nurture students' ability of integrating the knowledge and skills of Science, Technology, Engineering and Mathematics and to share the results of each group with junior form students to enhance the interest of learning.	07/2020	S.1-2 (220 students)	1. Attendance 2. Average numbers of stamps in the passports of the students		✓				
Instrument Class of saxophone, flute, trombone, percussion, clarinet	1. Students can learn skill of playing instruments, 2. Students can take part in the brass band competitions. 3. Students can appreciate music. 4. Students build up team spirit in the band.	10/2019-08/2020	S1-S6 students (42)	Performance of students and assessment of instructors	Subsidy on instructors fee: \$80,000.00			✓		
Subtotal: \$464,400.00										

1.3	To organise or participate in non-local exchange activities or competitions to broaden students' horizons									
Exchange	S4 Study Tour: to apply learning of various subject through visit and field study	03/2020	All S4 students	Group presentation and written report	Subsidy: \$150,000.00	✓	✓			
	Joint Schools English Study Tour: to learn English in an authentic situation.	07-08/2020	S2-S4 students (10)	Written report from students	Subsidy: \$40,000.00	✓	✓			

	Study Tour (outside Mainland): let students appreciate different countries and culture	02-08/2020	S2-S5 Students (30)	Written report from students	Subsidy: \$80,000.00	✓	✓				
Subtotal: \$270,000.00											

Domain	Item	Purpose	Estimated Expenses (\$)
Category 2	To procure equipment, consumables and learning resources for promoting life-wide learning		
STEM	Purchase of robots, hardware & related materials	To promote STEM activities	\$ 10,000.00
PE	PE equipment & protection devices	For training and protection	\$ 16,000.00
Arts	Musical instruments for band	To support students' learning of saxophone, trombone, clarinet, flute etc.	\$100,000.00
Subtotal: \$126,000.00			

Estimated Number of Student Beneficiaries

Total number of students in the school:	698
Estimated number of student beneficiaries:	698
Percentage of students benefitting from the Grant (%):	100%

Income:	\$1,158,000.00
Estimated expenditure:	\$ 975,600.00
Estimated Surplus by the end of 2019/20 school year	\$ 182,400.00
	(Reserved for use in 2020/21 year)

XV. Plan on the Use of School-based Management Top-up Grant

Starting from the 2019/20 school year, each public sector school will be provided with the Grant as recurrent funding at a rate of \$50,000 per annum. The fund would be used to support schools in enhancing the operation of the IMC and strengthening diversified training for school managers.

Strategies / Tasks	Resources Required
<p>10. Organising school-based or joint-school diversified training (e.g. seminars, workshops, learning circles/discussion groups) for school managers.</p>	<p>Training fee: \$20,000.00</p> <p>Consultancy fee: \$20,000.00</p>
<p>11. Purchasing advisory services (legal services, financial management and human resources management services) to support the operation of IMC and enhance the effectiveness of school governance.</p>	

2019/20 School Year	Income :	\$ 50,000.00	
	Estimated Expenditure :	\$ 40,000.00	
	Estimated Surplus :	\$ 10,000.00	(Reserved for use in 2020/21 School Year)
Estimated Accumulative Surplus by the end of 2019/20 School Year		\$ 10,000.00	(Reserved for use in 2020/21 School Year)

XIV. Continuing Professional Development Plan of Principal

Major Concerns for this year	Core Area (s) of Leadership Involved *(e.g. I, II, III,...)	Summary of Item and Content
1. Students Learning	II	<ol style="list-style-type: none"> 1. Implant the strategy on jotting down the key learning points within lessons to strengthen learning process. 2. Review the new dual class arrangement in S1-S3. 3. Implant eLearning in lessons. 4. Promote the use of assessment data to improve learning and teaching. 5. Conduct lesson observation and discuss with teachers in improve learning and teaching.
2. Continuous Professional development	I, II, III, IV, V, VI	<ol style="list-style-type: none"> 1. Attend seminars and sharing sessions organized by EDB and other institutions. 2. Take up course in supporting the development of students, school personnel and financial management 3. Participate in inteflow activities to widen exposure. 4. Attend training in improving the running of IMC.
3. Serving the educational sector and promoting professional development	III, V, VI	<ol style="list-style-type: none"> 1. Conduct Staff Development Programmes both inside and for other schools 2. Serve as External School Reviewer in carrying out ESR of another school 3. Serve as speaker for seminars in educational fields

* (I) Strategic direction & policy environment
(IV) Staff & resources management

(II) Learning, teaching & curriculum
(V) Quality assurance & accountability

(III) Teacher professional growth & development
(VI) External communication & connection

XV. School Budget 2019/20

	Government Subsidy: EOEBG and other Specific Grants/Project grants (A) (\$'000)	Non-Government Subsidy: School Fund (B) (\$'000)	Total (A + B) (\$'000)
Balance Brought Forward (end of school year 2015/16)	9,599	5,079	14,678
Estimated Income and Expenditure			
Grant Income	55,504	-	55,504
Tong Fai	-	110	110
Trading Operation	-	32	32
Tuckshop Rental	1	123	124
Donation, Activities/Project Subsidy	-	120	120
Income from ECA	-	300	300
Approved Collection	-	131	131
Interests, Photocopying and Other income	27	35	62
Estimated Total Income	55,532	851	56,383
Salary and related expenditure	48,330	60	48,300
Water, Electricity and Fuel expenses	517	1	518
Government Rent and Rate	695	-	695
Property, F&E, Repairs, Cleaning, Consumables and Security	2,300	39	2,339
IT facilities and related expenses	503	-	503
Library books and Magazine	45	-	45
Teaching, Aids, Training, Printing & Stationary and related expenses	453	58	511
ECA Expenses	1,878	300	2,178
Trading Operation Expenses	-	27	27
Audit, Insurance, Travelling, Communication and other Administration expenses	99	2	101
Estimated Total Expenditure	54,820	487	55,307
Estimated Surplus(Deficit) for the school year 2018/19	712	364	1,076
Cumulative Surplus/(Deficit)	10,311	5,443	15,754

