



東華三院陳兆民中學

學校周年計劃

2023/24 學年

TWGHs Chen Zao Men College
東華三院陳兆民中學

學校周年計劃

2023/2024

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TWGHs Chen Zao Men College

東華三院陳兆民中學

I. 學校抱負和使命

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。

本校的價值信念：

1. 學校能夠提供一個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。

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。

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

II. 關注事項

1. 持續推動電子學習，加強 STEM 教育
2. 加強愛國主義和價值教育，培養學生成為互重盡責的公民
3. 優化教師培訓，推行教師專業階梯

關注事項一：持續推動電子學習，加強 STEM 教育

Continue to promote e-learning and strengthen STEM education

上學年的回饋與跟進：

- 依學校發展計劃（2021-2024），電子學習的發展已植根於各科，師生對電子學習的應用已甚為純熟，並以此帶動學生的自主學習。2023-24 年度的重點，會放在 STEM 教育的推行，並加入 ART 的成份，成為 STEAM 教育。視藝科老師加入本組，以加強 STEAM 教育中的藝術元素。
- 22/23 年度已成功申請「IT 創新實驗室」資助，兩年來已獲 100 萬元的資助（第二年預計獲批約 50 萬）。本年度會繼續向創新科技及工業局申請，充份利用新落成的 STEM 創科實驗室，舉辦與 STEAM 相關的活動。
- STEAM 課程已經融入初中（中一至中三數）學科、設計科技科、視覺藝術科和科學科，設立跨學科課題，讓學生整合各科所學，製作與生活息息相關的作品，將 STEAM 帶進日常生活。
- 如前所述，本校在電子學習方面的發展已趨成熟。各科組普遍已利用電子教學，學生亦因近年推行的 BYOD 政策，而已經充份掌握電子學習。23/24 年度繼續由校方為各科組購買應用於教學的 APP，以提升電子教學的效能。
- 2023-2024 年度，STEAM 組將加強無人機訓練，新成立的無人機學會，列為核心課外活動，訓練相關人才。除了競速無人機及表演無人機隊的訓練外，還利用全方位學習津貼，購買器材及訓練服務，並安排參加比賽（如東華聯校無人機比賽、東華三院無人機足球演示表演等）及業界舉行的工作坊，加強學生這方面所接受的培訓。

目標	推行策略	成功準則	評估方法	時間表	負責人	所需資源
持續推透過電子學習工具推動自主學習	1. 利用筆記摘錄 APP 加強筆記摘錄技巧	• 所有學生的裝置上安裝筆記摘錄 APP	• 教師觀察與回饋 • 學生問卷 • 登峰計劃學生成果展示	• 全年推行	• 學務組 • 各科科主任 • 電子學習組 • 各科任老師	• EOEBG
	2. 登峰計劃：學生筆記摘錄展示	• 學生於計劃中獲嘉許的人數		• 全年推行 • 下學期展示學生成果	• 學務組 • 科任老師	• EOEBG
	3. 協助各科使用適用於本科的電子教學工具（APP）	• 各科均有適用於本科使用的電子教學工具	• 各科呈交包含電子學習元素的教案	• 全年推行 • 下學期呈交教案	• 電子學習組 • 學務組	• QEF • EOEBG

目標	推行策略	成功準則	評估方法	時間表	負責人	所需資源
	4. 全面推行 BYOD 政策：所有學生均備有上課使用的電子學習平板電腦。因家境問題而無法備有者，可透過政府資助，由學校提供。	<ul style="list-style-type: none"> 100% 學生均具有相關設備 	<ul style="list-style-type: none"> 學生及教師回饋 學生備有相關設備的數字 	<ul style="list-style-type: none"> 全年推行 上學期須確定學生備有相關設備 	<ul style="list-style-type: none"> 電子學習組 	<ul style="list-style-type: none"> QEF
<ul style="list-style-type: none"> 加強 STEM 教育，向 STEAM 教育進發 	1. STEM 課程加入 Arts 元素： <ul style="list-style-type: none"> STEM 組更名為 STEAM 組，視藝科老師加入 改良初中跨科 STEAM 課程 	<ul style="list-style-type: none"> STEAM 課程中的藝術文化元素 	<ul style="list-style-type: none"> 學生問卷 	<ul style="list-style-type: none"> 全年持續推行 	<ul style="list-style-type: none"> STEAM 組 藝術學習領域 科學學習領域 	<ul style="list-style-type: none"> IT innovation Lab Subsidies LWLG
	2. 推動多項 STEAM 活動： <ul style="list-style-type: none"> 智能視覺機械車編程設計及比賽 機械人課程 3D 遊戲製作 VR/AR 科技課程 無人機訓練課程 其他 STEAM 課程或比賽 	<ul style="list-style-type: none"> 參與活動學生人數 學生的課程成果及比賽成果 	<ul style="list-style-type: none"> 活動問卷 	<ul style="list-style-type: none"> 全年推行 	<ul style="list-style-type: none"> STEAM 組 	<ul style="list-style-type: none"> IT innovation Lab Subsidies LWLG
	3. 中二級專題研習：全級學生中，其中約 10 組學生(約 30-40 人)以 STEAM 項目為專題研習主題，於下學期進行研習，並於 7 月作成果匯報	<ul style="list-style-type: none"> 各組皆能於專題研究成果匯報中完成匯報 指導老師的評價 	<ul style="list-style-type: none"> 學生問卷 	<ul style="list-style-type: none"> 下學期 	<ul style="list-style-type: none"> STEAM 組 學務組 	<ul style="list-style-type: none"> LWLG

關注事項二：加強愛國主義及價值教育，培養學生成為互重盡責的公民

Strengthen patriotism and values education for nurturing students to become responsible and respectful citizens

上學年的回饋與跟進：

- 持續檢視國民教育和國家安全教育成效，並加強愛國主義教育的推行。
- 本校於 2023-24 年度的重點放在培養學生的「勤勞」和「堅毅」的精神，並鼓勵學生對生命的尊重。
- 每周短講的主題配合上述價值觀，深化學生對相關價值觀的認識。
- 壁報將以「勤勞」為主題設計及製作壁報，展示作為學生，應如何在不同範疇上，如學業、比賽或參與課外活動等方面，展現勤勞、堅毅的精神。
- 為推廣教育局提倡的七個學習宗旨中「健康的生活方式」，本年度起，由德育及公民教育組分拆出健康教育組，以推行與此主題相關的活動。

目標	推行策略	成功準則	評估方法	時間表	負責人	所需資源
持續推行愛國主義教育	<p>國民教育：由德育及公民教育組牽頭，以全校參與模式推動愛國主義及國民教育。</p> <p>國家安全教育：各科在科本的課程及課題內，扣連國家安全議題，並透過相關活動（如各種比賽、參觀展覽等），提升學生國家安全意識。</p>	<ul style="list-style-type: none"> • 學生於各科達優良表現，並能將愛國主義教育及國家安全教育內化 	<ul style="list-style-type: none"> • 課程大綱及教學計劃 • 師生回饋 	<ul style="list-style-type: none"> • 全年推行 	<ul style="list-style-type: none"> • 德育及公民教育組 • 各科主任及科任老師 • 國家安全教育工作小組 	<ul style="list-style-type: none"> • 全體老師 • CSD • QEF
提升學生盡責的意識，表揚好人好事，加強學生同理心	<ol style="list-style-type: none"> 1. 各班每月挑選一名「盡責之星」，加以表揚，並安排向全體師生分享 2. 設立「好人好事表揚區」，學生及老師把別人對自己的幫助寫在表揚卡上，並張貼於「好人好事」告示板，鼓勵學生及老師表揚好人好事，加強同學同理心及樂於助人的美德與正面生活態度。 	<ul style="list-style-type: none"> • 入圍「盡責之星」的學生人數 • 師生書寫表揚卡能覆蓋整幅告示板，能傳揚相關信息 	<ul style="list-style-type: none"> • 教師觀察與回饋 • 學生回應 • 表揚卡的數量及內容 • 參與師生人數 	<ul style="list-style-type: none"> • 全年推行 • 下學期推行 	<ul style="list-style-type: none"> • 學生支援副校長 • 訓導組 • 德育及公民教育組 	<ul style="list-style-type: none"> • QEF • QEF

目標	推行策略	成功準則	評估方法	時間表	負責人	所需資源
提升學生對師長、長者的欣賞和尊重，並培育同理心	1. 由「兆民長者學苑」和社會服務組物色及介紹參與義工服務的途徑、籌備義工服務活動，如為長者舉辦興趣班、探訪老人院、傷殘人士中心、義賣籌款等，以欣賞和積極的態度服務他人，關心社會上有需要的人士。另外，透過參加「兆民長者學苑」及不同機構舉辦的義工服務。	<ul style="list-style-type: none"> 參與相關活動學生，能對社區的不同群體傳遞愛心，做個盡責的公民，服務社會 	<ul style="list-style-type: none"> 參與人數 學生回饋 受助人士的回饋 	<ul style="list-style-type: none"> 全年推行 	<ul style="list-style-type: none"> 兆民長者學苑 社會服務組 	<ul style="list-style-type: none"> 兆民長者學苑政府撥款 QEF
	2. 把學生於敬師運動設計比賽的優勝作品製成敬師卡，分發給同學，鼓勵同學送給他們尊敬的老師。	<ul style="list-style-type: none"> 老師收到敬師卡反映學生的欣賞和尊敬 	<ul style="list-style-type: none"> 敬師卡 	<ul style="list-style-type: none"> 下學期 	<ul style="list-style-type: none"> 副校長 訓導組 家校合作組 	<ul style="list-style-type: none"> 教師卡
教導學生愛護環境、尊重生命	邀請環保團體到校舉行講座，提高學生的環境意識，使他們成為愛護環境的好公民。 或／及邀請愛護動物或關注動物權益的團體到校舉行講座，向學生傳遞愛護及關懷動物的訊息，並帶出尊重生命和動物福利的概念。	<ul style="list-style-type: none"> 學生的環保意識和對生命的尊重意識的提昇 	<ul style="list-style-type: none"> 學生回饋 到校分享團體的回應 	<ul style="list-style-type: none"> 全年推行 	<ul style="list-style-type: none"> 副校長 健康教育組 輔導組 德育及公民教育組 綠地球 	<ul style="list-style-type: none"> QEF EOEBG LWLG
提點學生個人衛生及處理廢物，並作分類回收	推行班際比賽，讓他們能做好分類回收，為即將實行的垃圾徵費作好準備	<ul style="list-style-type: none"> 學生參與比賽的表現 	<ul style="list-style-type: none"> 教師觀察與回饋 學生問卷 	<ul style="list-style-type: none"> 上學期推行 	<ul style="list-style-type: none"> 綠地球 總務組 	<ul style="list-style-type: none"> 全體老師 QEF

關注事項三：優化教師培訓，推行教師專業階梯

Enhance teacher training and implement the Professional Ladder for Teachers

上學年的回饋與跟進：

上年度學校的重點放在推動教師專業操守、價值觀教育及國家安全教育的專業發展方向。本年度繼續鼓勵教師進修與價值觀教育和國家安全教育（包括基本法教育）的課程。同時，會邀請對推動教師專業發展有相當經驗的資深校長，為老師講解 T 標準及教師專業發展的階梯。此外，學校仍然會安排不同科組的教師有序地修讀照顧學習差異的三層課程，配合教育局最新的要求。最後，由於本校上一次外評已經 10 年之久，現時約三分之二教師並沒有相關經歷，必須作出更好的預備，同時加強教師對優化學校發展架構的認識。

目標	推行策略	成功準則	評估方法	時間表	負責人	所需資源
深化教師對專業發展階梯的認識	1. 邀請對此有深入認識的退休校長作講座	• 教師的參與及回饋	• 教師問卷	• 下學期推行	• 學校及教師發展組	• 全體老師 • EOEBG
	2. 鼓勵教師參與培訓，達到教育局對新入職教師、在職教師、晉升等要求	• 教師的教業發展記錄達到教育局的各項要求	• 教師的專業發展記錄	• 全年推行	• 學校及教師發展組	• EDB • TRG
提升教師專業操守	鼓勵並安排教師參加與教師專業操守有關的工作坊/講座	• 教師報名及出席率 • 教師的參與及回饋	• 教師報名及出席率 • 教師出席培訓報告	• 全年推行	• 學校及教師發展組	• TRG
為外評做準備	1. 邀請對教育局質素保證及外評有相當認識的退休校長主持工作坊	• 教師的參與及回饋	• 教師問卷	• 上學期推行	• 學校及教師發展組	• 全體老師
	2. 出席由辦學團體或教育局安排的優化學校發展架構工作坊	• 教師的參與及回饋	• 教師問卷	• 下學期推行	• 學校及教師發展組	• EDB/SSB
持續安排教師進修照顧學習差異課程	持續安排教師報讀基礎、高級或專題照顧學習差異課程，符合教育局的要求。	• 教師報名及出席率 • 教師的參與及回饋	• 教師報名及出席率 • 教師出席培訓報告	• 全年推行	• 行政組 • 學生學習支援組	• TRG

III. 各項津貼的運用

1. 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
<p>1. Employment of one full-time Education Assistant to assist English teacher in their non-teaching duties.</p> <p>2. Employment of one full-time Teacher Assistant.</p>	1.9.2023 – 31.8.2024	<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 English and Chinese 	<p>1. EA salary (with MPF) at point MPS 9 = \$24,380 x 1.05 x 12 = \$307,188.00</p> <p>2. TA salary (with MPF) at point MOD 8 = \$17,355 x 1.05 x 12 = \$218,673.00</p>

Accumulative Surplus brought forward from 2022/23 School Year	\$	0	
2023/24 School Year	Income :	\$	666,935.00
	Estimated Expenditure :	\$	525,861.00
	Estimated Surplus:	\$	141,074.00 (Reserved for use in 2024/25 School Year)
Estimated Surplus by the end of 2023/24 School Year	\$	141,074.00	(Reserved for use in 2024/25 School Year)

2. Learning Support Grant

The Learning Support Grant for Secondary School is provided to school starting from 2019/20 school year to enhance the support for students with special educational needs.

Strategies / Tasks	Resources Required
1. Employment of 0.5 Full-time Education Assistant for 12 months	Salary of 0.5 EA for one year (with MPF) at point MPS 9 \$24,380 x 1.05 x 12 x 0.5= \$153,594.00
2. Employment of a Part-time SEN Counselling Psychologist for 12 months	\$ 450,000.00
3. Procuring outside professional services(CP, ST, MI course) CP service ST service MI service 4. Purchase of learning resource 5. Academic Support Programme 6. Home-school cooperation support 7. Other SEN training activities Total:	\$81,000.00 \$80,500.00 \$ 7,200.00 \$ 2,000.00 \$39,000.00 \$ 7,800.00 \$20,000.00 \$237,500.00

Accumulative Surplus brought forward from 2022/2023 School Year	\$ 149,489.40	
2023/24 School Year	Income:	\$740,926.00 *
	Estimated Expenditure:	\$841,094.00
	Estimated Deficit:	(\$100,168.00)
		(Covered by surplus in 2022/23 School Year)
Estimated Accumulative Surplus by the end of 2023/24 School Year	\$ 49,321.40	(Reserved for use in 2024/25 School Year)

* Exclude the salary of a Full-time SEN Support Teacher

3. 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 2021/22 to 2023/24 (Thirteenth Cohort)

DLG Category	Resources Required	
Applied Learning Course :		
Computer Game and Animation Design	Course Fee for one student	\$ 14,350.00 (For 2022/23 and 2023/24)
Practical Psychology	Course Fee for one student	\$ 16,250.00 (For 2022/23 and 2023/24)
Rehabilitation Care Practice	Course Fee for one student	\$ 17,650.00 (For 2022/23 and 2023/24)
Digital Comic Design and Production	Course Fee for two students	\$ 31,000.00 (For 2022/23 and 2023/24)
Fashion Image Design	Course Fee for one student	\$ 8,135.00 (For 2022/23 and 2023/24)

*One student left school and dropped Fashion Image Design this academic year.

2022/23 School Year	Income :	\$	47,760.00
	Estimated Expenditure :	\$	47,760.00
2023/24 School Year	Income :	\$	39,625.00
	Estimated Expenditure :	\$	39,625.00

For 2022/23 to 2024/25 (Fourteenth Cohort)

DLG Category	Resources Required	
Applied Learning Course :		
Applied Japanese and Japanese Culture	Course Fee for three students	\$ 48,000.00 (For 2022/23 and 2023/24)
Medical Laboratory Science	Course Fee for one student	\$ 18,000.00 (For 2022/23 and 2023/24)
Electrical and Energy Engineering	Course Fee for one student	\$ 15,410.00 (For 2022/23 and 2023/24)
Everyday Japanese and Japanese Culture	Course Fee for six students	\$ 108,000.00 (For 2022/23 and 2023/24)
Popular Music Production	Course Fee for one student	\$ 22,000.00 (For 2022/23 and 2023/24)
Patisserie and Cafe Operations	Course Fee for three students	\$ 46,750.00 (For 2022/23 and 2023/24)
Digital Construction	Course Fee for one student	\$ 7,550.00 (For 2022/23 and 2023/24)

*One student dropped Applied Japanese and Japanese Culture, one student dropped Patisserie and Cafe Operations and one student dropped Digital Construction this academic year.

2023/24 School Year	Income :	\$	146,105.00
	Estimated Expenditure :	\$	146,105.00
2024/25 School Year	Income :	\$	119,605.00
	Estimated Expenditure :	\$	119,605.00

For 2023/24 to 2025/26 (Fifteenth Cohort)

DLG Category	Resources Required	
Applied Learning Course :		
Applied Psychology	Course Fee for two students	\$ 35,000.00 (For 2023/24 and 2024/25)
Digital Comic Design and Production	Course Fee for one student	\$ 16,000.00 (For 2023/24 and 2024/25)
Fashion Image Design	Course Fee for one student	\$ 17,000.00 (For 2023/24 and 2024/25)

2024/25 School Year	Income :	\$ 34,000.00
	Estimated Expenditure :	\$ 34,000.00
2025/26 School Year	Income :	\$ 34,000.00
	Estimated Expenditure :	\$ 34,000.00

Plan on Use of Diversity Learning Grant (Other programme) 2023-24

Domain	Programme	Objectives	Resources Required
English Language	Creative Use of English Program	To enrich students' repertoire in creative use of English	Employment of two tutors to carry out Creative Use of English Program for gifted S4 to S6 students
			<p>S4-6 (Class A): 20 sessions, each of 2 hours at an hourly rate of \$400.00 : $400 \times 2 \times 20 = \\$16,000.00$</p> <p>S4-6 (Class B): 20 sessions, each of 2 hours at an hourly rate of \$400.00: $400 \times 2 \times 20 = \\$16,000.00$</p>
Total amount of funding needed:			\$32,000.00
Chinese	Speech Training	To enrich students' repertoire in Speech	Training of gifted S4 & S5 students after-school
	Debate Training	To enrich students' repertoire in debate	Employment of two tutors to carry out Training Programme on Debate for gifted S4 & S5 students after-school
Total amount of funding needed:			\$74,520.00
Mathematics	Mathematics Enhancement Classes	<p>1. To provide an opportunity for the students to enhance the interest of learning Mathematics, the ability of problem solving</p> <p>2. To develop their self-confidence and widen their horizon in learning Mathematics</p>	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
			<p>S.4: 10 sessions each of 1.25 hours at hourly rate of \$750.00: $750 \times 1.25 \times 10 = \\$9,375.00$</p> <p>S.5: 10 sessions each of 1.25 hours at hourly rate of \$750.00: $750 \times 1.25 \times 10 = \\$9,375.00$</p>
Total amount of funding needed:			\$18,750.00

Accumulative Surplus brought forward from 2022/23 School Year	\$	41,700.00	
2023/24 School Year	Income:	\$	84,000.00
	Estimated Expenditure:	\$	125,270.00
	Estimated Deficit:	\$	(41,270.00) (Covered by Accumulative Surplus brought forward from 2022/23 School Year)
Estimated Accumulative Surplus by the end of 2023/24 School Year	\$	430.00	(Reserved for use in 2024/25 School Year)

4. 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 2023 to Aug 2024	40 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. [\$1,000 x 40 = \$40,000.00]	<ul style="list-style-type: none"> • Brass Band Tutor: Wong Chit Fung • Trombone Tutor: Tsang Wai Pang • Clarinet Tutor: Chan Man Ling • Percussion Tutor: Lau Pok Man • Upper Brass Tutor: Ng Yiu Fai, Gabbriel • Flute Tutor: Chan Pui King • Vocal: Chi Yin Wa • Trumpet / Horn: Ng Lok Hin • Choir: Mok Tsz Wai

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 2023 to Aug 2024	70 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. [1,000 x 70 = 70,000.00]	<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
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 2023 to Aug 2024	100 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 [800 x 100 = 80,000.00]	

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 2022/23 School Year		\$	188,400.00	
2023/24 School Year	Income :	\$	176,400.00	
	Estimated Expenditure :	\$	190,000.00	
	Estimated Deficit :	\$	(13,600.00)	(Covered by Accumulative Surplus brought forward from 2022/23 School Year)
Estimated Surplus by the end of 2023/24 School Year		\$	174,800.00*	(Reserved for use in 2024/25 School Year)

Remarks:

* School can only retain the unexpended amount not exceeding the total provision of the Grant for the current year.

5. Plan on Sister School Exchanges

Names of the Mainland Sister School

- (1) Beijing Zhongguancun Middle School
- (2) Beijing 101 Middle School
- (3) Shenyang No.120 High School
- (4) Liaoning Province Shiyan 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 to Beijing. Students would visit lessons and interflow with buddies from the sister school. Teachers would hold sharing forum. • A visit tour from Beijing Zhongguancun Middle School in 2024 will be held. • 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 attending the lessons in these schools. • To enhance interflow of teachers in understanding 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. 	<ul style="list-style-type: none"> • Tour fee: Beijing : \$5,000 x 23 = \$115,000.00 • Publication : \$13,000.00 • Salary of one full - time Education Assistant (\$2,500 per month) : \$2,500 x 12 =\$30,000.00(including MPF) • Miscellaneous: \$4,000.00 ----- • TOTAL : \$162,000.00 • Subsidy from Government: = \$162,994.00 • Surplus brought from 2022/23: =\$37,454.95 • Estimated accumulative surplus by the end of 2023/24: \$38,448.95

6. 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	50,000.00
	<input checked="" type="checkbox"/> Printed books	
	<input checked="" type="checkbox"/> e-Books	
	<input checked="" type="checkbox"/> e-data base	
2.	Reading Activities	13,000.00
	<input checked="" type="checkbox"/> Talks from writers	
	<input checked="" type="checkbox"/> Extensive Reading Scheme	
	<input checked="" type="checkbox"/> Hire of services from external service provides to organize activities related to the promotion of reading	

Accumulative Surplus brought forward from 2022/2023 School Year	\$	33,863.65	
2023/24 School Year	Income:	\$	65,198.00
	Estimated Expenditure:	\$	63,000.00
	Estimated Surplus:	\$	2,198.00 (Reserved for use in 2024/25 School Year)
Estimated Accumulative Surplus by the end of 2023/24 School Year	\$	36,061.65	(Reserved for use in 2024/25 School Year)

7. 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>3. Organizing school-based or joint-school diversified training (e.g. seminars, workshops, learning circles/discussion groups) for school managers.</p> <p>4. 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>	<p>Training fee: \$25,000.00</p> <p>Consultancy fee: \$25,000.00</p>

Accumulative Surplus brought forward from 2022/23 School Year	\$ 0.00	
2023/24 School Year	Income:	\$ 52,596.00
	Estimated Expenditure:	\$ 50,000.00
	Estimated Surplus:	\$ 2,596.00 (Reserved for use in 2024/25 School Year)
Estimated Surplus by the end of 2023/24 School Year	\$ 2,596.00	(Reserved for use in 2024/25 School Year)

8. Plan on Use of Non-Chinese Speaking Student Grant

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1. Employment of e Education Assistant Subsidize the employment of one full-time Education Assistant to assist the learning of NCS student (\$17,000.00 per month)	1.9.2023 – 31.8.2024	• Give after school learning support to NCS student	• Feedback from NCS student	• Vice-principal • Chinese Panel Head	Subsidize EA salary (with MPF) = \$12,000 x 1.05 x 12 = \$151,200.00
2. Reference for NCS students	1.9.2023 – 31.8.2024	• NCS students can make use of the reference for learning Chinese Language	• Feedback from student	• Vice-principal • Chinese Panel Head	\$3,000.00
3. Organizing activities which promote cultural integration and raise sensitivity to diverse cultures and religions.	1.9.2023 – 31.8.2024	• A sense of cultural integration is built up among local students	• Feedback from student	• Vice-principal • Chinese and Putonghua Society	\$3,000.00

Balance brought forward from 2022/23 School Year		\$	73,321.00	
2023/24 School Year	Income :	\$	156,691.00	
	Estimated Expenditure :	\$	157,200.00	
	Estimated Deficit::	\$	(509.00)	(Covered by Accumulative Surplus brought forward from 2022/23 School Year)
Estimated Accumulative Surplus by the end of 2023/24 School Year		\$	72,812.00	(Reserved for use in 2024/25 School Year)

IV. Continuing Professional Development Plan of Principal

Major Concerns for this year	Core Area (s) of Leadership Involved	Summary of Item and Content
1. Students Learning: STEAM education and Value education	I, II	<ol style="list-style-type: none"> 1. Deepen the strategy of implementation of STEAM education and review its effectiveness. 2. Monitoring the optimizing of value education and national security education. 3. Conduct lesson observation and discussion 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, especially about ESR. 2. Take courses on value education and national security education. 3. Participate in interflow activities to widen exposure. 4. Attend training in the improving the running of IMC. 5. Prepare for External School Review
3. Strengthen external communication with professional bodies	III, VI, VI	<ol style="list-style-type: none"> 1. Join various principal's organizations and participate in professional activities. 2. Conduct joint-school staff development programmes. 3. Build up good relationship with different community parties.

* (I) Strategic direction & policy environment

(II) Learning, teaching & curriculum

(III) Teacher professional growth & development

(IV) Staff & resources management

(V) Quality assurance & accountability

(VI) External communication & connection

V. School Budget 2023/24

	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 2022/23)	6,151	5,501	11,652
Estimated Income and Expenditure			
Grant Income	62,348		62,348
Tong Fai	-	109	109
Trading Operation	-	22	22
Tuck shop Rental	1	92	93
Donation, Activities/Project Subsidy	-	101	101
Income from ECA	-	410	410
Approved Collection	-	133	133
Interests, Photocopying and Other income		263	263
Estimated Total Income	62,349	1,130	63,479
Salary and related expenditure	55,555	85	55,640
Water, Electricity and Fuel expenses	575	34	609
Government Rent and Rate	616	-	616
Property, F&E, Repairs, Cleaning, Consumables and Security	1,534	63	1,597
IT facilities and related expenses	549	10	559
Library books and Magazine	99	3	102
Teaching, Aids, Training, Printing & Stationary and related expenses	443	44	487
ECA Expenses	3,114	428	3,542
Trading Operation Expenses	-	24	24
Audit, Insurance, Travelling, Communication and other Administration	77	17	94
Estimated Total Expenditure	62,562	708	63,270
Estimated Surplus(Deficit) for the school year 2023/24	(213)	422	209
Cumulative Surplus/(Deficit)	5,938	5,923	11,861