

Delia Memorial School (Hip Wo No.2 College) Annual School Plan

**School Year
2018/19**



School Vision & Mission

We strive to help students achieve their full potential and nurture them to be independent life-long learners who can handle different challenges and overcome difficulties in their life. We aim to provide our students with an ideal learning environment where they can grow and equip themselves with the necessary skills, knowledge and qualities so that they can contribute to the community in future. We endeavour to prepare our students to be compassionate, responsible, respectful and proactive individuals who would like to serve and help others in the world.

Delia Memorial School
(Hip Wo No.2 College)
School Year
2018/19

Major Concerns

- 1. To enhance the learning and teaching effectiveness through strengthening of our curriculum design, teaching pedagogy and assessment**
- 2. To help enhance the self-discipline of students, cultivate proper values education and develop a sense of belonging towards the School**

1. To enhance the learning and teaching effectiveness through strengthening of our curriculum design, teaching pedagogy and assessment

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> To incorporate more daily life teaching and learning materials and student-centered learning strategies in our teaching so that students can actively participate in their learning To enhance students' interests in learning & their problem-solving skills 	<ul style="list-style-type: none"> Design the teaching and learning objectives according to students' needs and abilities Use of experiential learning strategies in different subjects in junior forms Adopt a more flexible curriculum design and organize more hands-on learning experience opportunities for students Promote the practice of lesson preparation by students Encourage peer observation and sharing of good teaching practices 	<ul style="list-style-type: none"> More than 70% of the students and teachers agree that their learning and teaching are more relevant to the students' needs and abilities Project-based learning has to be implemented and project works of different subjects or cross-curricular works of students have to be submitted At least one school-wide learning activity has to be organized by each subject panel or cross-subject panels More than 70% of the students and teachers show favourable evaluation comments of the activities. Teachers' report on the actual practice of lesson preparation by students 	<ul style="list-style-type: none"> Questionnaires will be used to solicit the opinions of students and teachers. Submission of project works of different subjects or cross-curricular projects Evaluation filled-in by teachers after the implementation of each activity Teachers' report during subject panel meetings Peer observation should be discussed in the panel meeting and records should be 	<ul style="list-style-type: none"> Sep 2018 – Jun 2019 	<ul style="list-style-type: none"> Assistant Principal Academic Master Subject Panel Heads 	<ul style="list-style-type: none"> Sufficient time for subject panel meetings Time and permission allowed for the addition of field trips or outing activities E-learning platforms to be introduced by the School for collecting data for evaluation and for encouraging students to do lesson preparation

		<ul style="list-style-type: none"> At least one peer observation should be done by each teacher in a year 	submitted to the School for reference			
<ul style="list-style-type: none"> To show improvement in students' academic results 	<ul style="list-style-type: none"> Set test & exam papers at the right level to reflect students' learning effectiveness and match the curriculum content Use of formative and summative assessment to provide timely and constructive feedback to students and parents for the reference of their continuous learning progress Use of the Test & Exam results' analysis for identifying students' learning difficulties and providing feedback to teachers' teaching & learning strategies and curriculum design S6 after-school tutorials are organized to clear any students' misunderstanding of 	<p>Students show better academic performances in internal and external exams, project work, homework and presentation including:</p> <ul style="list-style-type: none"> 10% increase in the number of students who can pass in a subject 10% increase in the number of students having an average mark of all subjects 50 or above 5% increase in the passing rate of each HKDSE subject At least 70% of S6 selected students' attendance At least 70% of S6 students who take part in the study classes show favourable 	<ul style="list-style-type: none"> Students' learning outcomes such as exam results, assignments, project work, presentations HKDSE results S6 tutorial records Questionnaires filled in by students 	<ul style="list-style-type: none"> Sep 2018 – Jun 2019 	<ul style="list-style-type: none"> Assistant Principal Academic Master Subject Panel Heads 	<ul style="list-style-type: none"> Sufficient time for subject panel meetings & results' analysis

	<p>their learning content</p> <ul style="list-style-type: none"> • S6 study classes will be offered to students during their study leave so as to ensure that the habit of going to school and revise & study will be carried on 	<p>comments of the activities</p>				
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2. **Major Concern: To help enhance the self-discipline of students, cultivate proper values education and develop a sense of belonging towards the School**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> To implement a set of consistent school rules and develop a fair conduct system at the school 	<ul style="list-style-type: none"> Inform students, parents and teachers about the implementation of the school rules and a transparent award & punishment system 	<ul style="list-style-type: none"> All the teachers at School have used the online conduct system for record and / or checking purposes More students care about their conduct grade and thus at least 10% decrease in the number of students who get the lowest conduct grade E. 	<ul style="list-style-type: none"> Student Support Meeting records Students' discipline records 	<ul style="list-style-type: none"> Sep 2018 – Jun 2019 	<ul style="list-style-type: none"> Student Affair Master Discipline Teachers 	<ul style="list-style-type: none"> An online award and punishment system Sufficient time for student support meetings with class teachers
<ul style="list-style-type: none"> To help students develop a habit of self-reflections and rectify their own misbehaviour 	<ul style="list-style-type: none"> Meet students and parents regularly Implement a brand new "Reflection Scheme" for students to reflect & improve 	<ul style="list-style-type: none"> At least 70% of the students who get conduct grades C or below have gone through "reflection scheme" 	<ul style="list-style-type: none"> Students' discipline records Students' reflection records 	<ul style="list-style-type: none"> Sep 2018 – Jun 2019 	<ul style="list-style-type: none"> Student Affair Master Discipline Teachers 	<ul style="list-style-type: none"> Sufficient time for student support meetings with class teachers
<ul style="list-style-type: none"> To increase students' participation in improving the learning atmosphere of School 	<ul style="list-style-type: none"> To provide more school activities & competitions during lunch time and after school for students to organize and participate 	<ul style="list-style-type: none"> At least 90% students' participation rate in school's lunch time and after-school sports and extra-curricular activities organized by the School 	<ul style="list-style-type: none"> Schedules of activities at school School website information Questionnaires 	<ul style="list-style-type: none"> Sep 2018 – Jun 2019 	<ul style="list-style-type: none"> Student Affair Master Assistant Principal 	<ul style="list-style-type: none"> Sufficient support from the School for the organization of the lunch time & after-school

	<ul style="list-style-type: none"> To disseminate students' participation and their achievements in school and on our school website (social media) 	<ul style="list-style-type: none"> Update of the school website and social media pages should be done within 2 weeks of the completion of the activities 	filled-in by students			sports and ECAs for students <ul style="list-style-type: none"> IT Support
<ul style="list-style-type: none"> To develop a sense of unity and cohesion among students in class and hence enhancing their sense of belonging towards the School 	<ul style="list-style-type: none"> To organize more different types of inter-class competitions To encourage students & teachers in managing and decorating their classrooms and the school campus 	<ul style="list-style-type: none"> At least 30% more of different types of inter-class competitions are organized at School At least 10% improvement in the scores of the relevant sections of APASO done by our students compared with last year 	<ul style="list-style-type: none"> Schedules of activities at school Data from APASO 	<ul style="list-style-type: none"> Sep 2018 – Jun 2019 	<ul style="list-style-type: none"> Student Affair Master Assistant Principal 	<ul style="list-style-type: none"> Sufficient time for class teachers to carry out relevant works with students

地利亞修女紀念學校(協和二中)

「學校發展津貼」計劃 2018-2019 年度

(一) 目的

利用教育局提供之額外資源，為教師減少工作量和創造空間，使他們能更專注於課程發展、提高學生語言能力及處理學生不同的需要的工作，本計劃書建議增聘人手，務求配合教育改革的方向。

(二) 內容

2018-2019 年度建議聘一名英文科老師，負責英文科教學工作。詳情如下：

職位名稱	工作內容	期望效益
英文科老師	為有需要學生舉行課後英文輔導課程	照顧學生不同的學習需要； 協助提高學生的英語能力。

地利亞修女紀念學校(協和二中)

2018-2019

改善非華語學生的中文學與教額外撥款運用計劃書

1. 合約服務

購買合約服務以支援非華語學生的學習及個人發展計劃，當中舉辦活動、推廣多元文化、加強與非華語學生家長溝通，藉以提高非華語學生對社區認識並增強其以粵語融入本地社區的能力。

2. 聘請一位中文科老師

聘請一位中文科老師，負責在中文課堂將同級的學生重新組合，進行分組學習、課後支援、發展校本教材及協助編寫課程。

3. 聘請一位非華語老師及一位非華語教學助理

聘請一位非華語老師及一位非華語教學助理，負責加強與非華語學生及家長的溝通。

4. 聘請一位教學助理

聘請一位教學助理，負責文書工作，以減輕老師的工作。

5. 購買教學資源

添購教材、書籍及參考課本、練習，以供老師及學生使用，藉以提升學生學習中文的興趣及加強中文的聽說讀寫的能力。

6. 多元活動及講座

舉辦或參與不同的活動及講座，支援非華語學生的學習及個人發展。