

SING YIN SECONDARY SCHOOL



**ANNUAL SCHOOL PLAN
2011-2012**

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MISSION STATEMENT

“I have come so that they may have life and have it to the full”

John 10:10

Sing Yin Secondary School, which has its origin in the mission of the Church, has as its fundamental goal the complete and integral human development of each student: mind and spirit, body and emotion (as understood in the light of John 10:10)

Sing Yin is committed to helping students to live a “full life” by:

- promoting the spiritual and moral, intellectual and emotional, cultural, social and physical development of the students
- preparing our students for the challenges and responsibilities of adult life
- guiding our students, in the spirit of our school motto “克明峻德”, to discover Christian values and beliefs, and the meaning of life

辦學宗旨

「我來為使人得到生命，且獲得更豐富的生命。」

若 10:10

聖言中學的辦學宗旨，源於天主教會的使命，以「誘導每一名學生發展整全的人格——即若望福音（10:10）所啟示的心與靈、身與情合一」為基本的辦學目標。

聖言中學正是積極推行下列的措施來扶助學生活出豐富的生命：

- （1）開拓學生靈性的、道德的、知識的、情意的、文化的、社會的、體格的領域；
- （2）培養學生應付日後成人生活的挑戰和責任；
- （3）啟引學生在校訓“克明峻德”的精神下，體現基督徒的價值觀與信念，以及生命的意義。

VISION

To provide one of the best educations in the world with a global perspective for boys in the local community.

願景

本校著力為本社區的男孩提供一個有國際視野、世界一流的教育。

SCHOOL GOALS

Our goal is to enable our students to live a full life. In a non-religious context, it means we will prepare our students to live a healthy, affluent and meaningful life. This goal is elaborated in the following points:

1. To help students to appreciate life and to develop a commitment to sustain all lives, especially human life forever. Thus environmental education should be a core goal of our education.
2. To help students consolidate the values and attitudes necessary for the development of moral character, such as: Faith, Hope, Love, Appreciation, Respect, Responsibility, Peace, Honesty, Justice, Self-discipline, Service, Co-operation, Simplicity, Courage, Perseverance, Sincerity, Tolerance, Self-restraint and Delayed Gratification, on which the sustainable development of the human race are based. These values are to be interpreted in the light of the Bible and good, traditional Chinese culture.
3. To strive to develop in our students the ability to think, judge, and act objectively and independently - that is, to be rational. Critical thinking and debating skills are important, but students must know the shortcomings of these skills. On the other hand, we need to ensure that our students are sympathetic and be able to express their feelings in proper ways.
4. To enable our students to solve the problems they will face in life and societal problems, taking into consideration the pros and cons of different solutions and not be biased by advocacy opinions. The solutions adopted should be effective, efficient, fair and just.
5. To ensure that our students strive for a balance between their rights and responsibilities.
6. To guide the students towards finding meaning and purpose in their lives through an awareness of the existence of God and their obligation to serve God by developing their aptitudes in order to serve not just themselves but also to serve their fellow humans as members of God's great human family.
7. To provide for the full and proper formation of Catholic students.
8. To provide non-Christians with the opportunity of knowing about the life and teaching of Christ and to provide religious instruction for any non-Christian who freely desires it.
9. To promote respect for lawful government and its representatives, the observance of just laws, and a search for the common good which includes civic values such as freedom, social justice, and the dignity of work.
10. To vigorously promote voluntary service by the students both in and out of school.

11. To foster in our students a reverence for life in all its stages, an understanding of the significance of family life for the individual and for society, and the conditions conducive to a good family life. They should embrace filial duty, love their wives and care for their off springs.
12. To enable students to live a physically and psychologically healthy life now and after graduation.
13. To develop a curriculum which will match the students' interests and abilities and which will provide them with the knowledge, skills and attitudes which will enable them to become financially independent and capable of playing a positive role in the social and economic development of the community.
14. To help the students reach a good standard in both written and spoken Chinese and English.
15. To provide the students with a basic knowledge of the world they live in, with special emphasis on the history and geography of China, and to cultivate in them a love of our Mother Country and Mother Earth.
16. To provide a chance for students to develop a basic appreciation of Art, Music and Chinese Literature and to foster interest in their Chinese cultural heritage.
17. To enable the students to understand the methods of Science, the influence of Science on human life, the main scientific facts, and the relationship of science to the Christian religion. We hold that science and religion are complementary rather than contradictory.
18. To develop the personal interests of the students through extra-curricular activities.
19. To provide for the Pastoral Care of the Students with the assistance of the Social Worker and an effective Guidance Committee.
20. To provide effective lines of communication among the administration, the staff, the parents, the students and the local community.
21. In the spirit of the Gospel to promote a pleasant, caring, family atmosphere within the school community which includes the Staff, the Students and the School administrators.

OUR SITUATION

In developing our strategic plan and annual plan, we have taken into consideration our strengths, weaknesses, limitations, changes and needs identified below.

1.1 Strengths

- 1.1.1 We have good students. They behave well and are quite diligent. Their public examination results are good. Routinely, about 95% of our F7 graduates are admitted into local universities.
- 1.1.2 Most of our students' parents are good parents. They support our school's policies and care very much about their sons.
- 1.1.3 We have one of the best teaching teams in the world. Over 95% of them are professionally trained and about 94% of them are university graduates. Many of them graduated from the top 100 universities in the world. Indeed, we have three teachers with a Ph. D. and about 30 with master degrees, far more than most other schools.
- 1.1.4 Our sponsoring body has a keen interest in education. The school managers and school supervisors are very dedicated and give us full support.
- 1.1.5 Our alumni are also very supportive. They have helped set up the Sing Yin Education Foundation Ltd. in 2010 which can provide financial support to us.
- 1.1.6 We have a new campus with better facilities and far more spaces. It should be easier for us to organize activities for students and to provide them with a more complete curriculum. For example, the new campus has a home management room. We can offer short cooking courses or other life skill courses for students.

1.2 Weaknesses and Limitations

- 1.2.1 Our school lacks funds to implement some desired programs that could benefit students, most of whom come from families that can hardly support a greater exposure in many aspects of education.
- 1.2.2 As we are a subsidized school, we have much less autonomy in student admission when compared with some DSS schools. Although many high caliber students apply for admission, we cannot enroll them at will. The applicants are disappointed and many of them may opt to enter DSS schools instead. It is a little like brain drain.

1.3 Changes and Needs

- 1.3.1 Many changes in the curricula will be implemented this year. The new Senior Secondary Education (SSE) structure starts. Indeed, the first cohort of students who will undergo a 6 year secondary education has moved up to F6 this year. Teachers have to spend much time to train and prepare for new curricula.
- 1.3.2 The EMI policy was fine-tuned. It required all our EMI teachers to have attained Grade C in the HKCEE, or equivalent before September 2008. As expected, all our EMI teachers attained this goal. We are confident to use English in the majority of subjects under the new policy.
- 1.3.3 The government has changed the F1 admission system. Now there are only 3 bands of students instead of 5 bands. The students we took in this year

have a wider spread of ability. We may need to adapt our systems to meet a less homogenous mix of students. Also, the capping of F1 class size at 36 provides an opportunity to re-examine some of our policies like having a F1 remedial class.

- 1.3.4 The secondary school student population has begun to decline a few years ago. It will become more severe until 2016. Almost all schools except 25 have to reduce the number of F1 classes to 4. Fortunately, with the support of all our stake holders, we can still offer 5 F1 classes. Yet it also implies we are giving up some benefits offer to schools with class reduction. We need to cope with this discrimination.
- 1.3.5 In view of the economic hardship and the competition and cooperation with China, we need to train our students so that they become higher caliber people, to enable them to work better for themselves, for Hong Kong and for China. It is therefore desirable to raise their academic standards further through learning to learn programs.
- 1.3.6 Recent surveys showed that Hong Kong students' physical fitness and health are not as good as many other countries. Mental health problems also seem to be rising. We notice the same trend among Sing Yin students. We need to reverse the trend.
- 1.3.7 We moved into the new campus next to Choi Wan Estate this school year. We need to further enhance its facility and we may need to amend some procedures to accommodate the change.
- 1.3.8 As the new campus is a demonstration unit for low carbon schools, we have to facilitate visits, talks and seminars to introduce the various environmental facilities. Though we are happy to do so, it does mean more work for us.

SCHOOL DEVELOPMENT PLAN (September 2009 – August 2012)

Over the last three years, besides our continuous focus on student learning, we have put much effort into building on successes, parent education etc. In the three years from 2009 to 2011, we will focus on other areas as identified in a meeting of the School Self Evaluation Committee.

Our major concerns in the next three years will be on

- strengthening students' responsibility and respect. Students should be responsible towards their own behaviours, towards other people and towards the world. By the last phrase, we mean students should act in an environmentally friendly way. The starting point of all these behaviours and actions is of course love in the broad sense, which is the major concern in the 2009 school year.
- coping with student diversity. Although we coped well in the last six to eight years in this respect, recently there are signs showing that the situation is deteriorating. Some students are not realizing their potential. We hope to find better ways to help our students.
- providing more opportunities for students to develop their aesthetic abilities. In the past many students do not have much interest in visual arts or other art forms, apart from music. As a result aesthetic education was of a lower priority. But under the New Senior Secondary Curriculum, the EDB expects students to spend 5% of their time in school on artistic activities. We need to step up our effort in this regard despite foreseeable difficulties.
- the implementation for the New Senior Secondary Curriculum. The changes to the NSSC bring big changes to the F4-F7 curriculum. It also affects some parts of the junior form curriculum and school administration. We may have to solve problems that arise from their implementation.
- relocating to the new campus near Choi Wan Estate. In the 08-09 school year, we succeeded in applying for the said new campus. We expect to move there in September 2011. For the next two years, we need to prepare for the relocation. In the 2011 school year, we hope to put finishing touches to the new school.

These major concerns will shape coming school projects.

Although the fine tuning of medium of instruction has little impact on our school development plan, we are obliged to provide details of our MOI arrangement here. From September 2009 onwards, we will use English as the medium of instruction for F1 to F3 students in most subjects, except Chinese, Chinese History, Putonghua, Moral and Civic Education, Physical Education and Visual Arts. All five classes in the same form will adopt the same MOI arrangement and there is no ability grouping from F1 to F3. Indeed this was the same arrangement as before the fine tuning policy, when we were classified as an EMI school. In other words, the fine tuning has no effect on our MOI policy at all. The same applies to our language policy from F4 to F6. There will be no change, most subjects will use English as the medium of instruction.

ANNUAL SCHOOL PLAN 2011 -2012

Based on the school development plan and taking into consideration our strengths, weaknesses, limitations, changes and needs, we identify the following major concerns for this school year:

- learning of sustainable development for mankind
- implementing the NSS curriculum
- preparing to move to the new campus

School Level Projects

Projects will be developed and implemented in response to the major concerns for the current school year as well as the three-year school development plan. In addition, other less important problems and issues also need to be addressed. Therefore we propose the following school projects:

- 3.1 Sustainable Development for Mankind Project: As the new campus is a demonstration school on environmental protection facilities, we need to supplement it with more hardware and education. The school opening prayer will address this issue from a religious view point. An assembly talk will be organized on the same issue but with more scientific perspectives. Follow-ups will be carried out in Moral and Civic Education lessons. Other departments like the Geography Department, Chinese History Department and Visual Arts Department will also incorporate this theme in their teaching too.
- 3.2 Learning Projects: The first batch of NSS curriculum students are now in F6. They have to work on their School Based Assessment Projects, essential components of the new HK Diploma of Secondary Education Examination. Subject teachers will prepare them for this demanding task. On the first day of the school year, the Principal will talk briefly on our environmental facilities, but it is merely an introduction and lacks details. Hence the Integrated Science Department will organize a talk on our environmental facilities for the environmental prefects / monitors and members of the environmental protection club. The trained students will then help fellow classmates to tour around the campus during IS lessons. Students will have a more thorough understanding on how we can save the environment.
- 3.3 Other Learning Experience (OLE) Projects: As a continuation to provide similar opportunities for senior form students to practice leadership, 3 new clubs will be set up. They are the Martial Arts Club, the Ceramics Club and the Cookery Club. The Environmental Education Committee will organize a visit to EcoAsia Expo, in which students have a chance to communicate with the Secretary of the Environmental Protection Department. It will also organize a recycling competition and to implement the “Environmental Friendly School, Environmental Friendly Home” and “Environmental Protection Everyway and Everyday” campaign.

- 3.4 Staff Development Project: We have six new teachers this year, many without teaching experience. We will conduct a more intensive training scheme for them. Though this is the last year of the transition to the NSS curriculum, teachers still need to attend courses to prepare for the new syllabuses. As on the job training, mathematics teachers will have to help in the rational thinking course for F3 students, others have to take up the study skill course. Teachers also need to learn more about environmental protection. It will be covered in staff meetings and staff development days.
- 3.5 New Campus Project: The new campus comes with many new facilities. Yet we feel the need to enhance it further. We will build a language theatre, a chapel, canopies and subsidiary office for staff. We need to equip the gymnasium, the library and home management room. We will set up areas in some special rooms for interesting themes such as astronomy, paleontology and geology. More environmental facilities will also be built or acquired. Examples include planting bamboos, vertical green walls and organic waste treatment.

The number of projects is the least in recent years, because the preparation for the NSSC and the New Campus will take up much of our time.

Wherever appropriate, numerical performance indicators will be used to measure the effectiveness of the projects. Examples include the use of surveys and matched pair tests. However, for some projects, only process variables could be used to gauge how successful the implementation of the projects is. Without baseline measures or norms for all Hong Kong schools, numerical success criteria may not be appropriate.

Even if the necessary baseline measures or Hong Kong norms are available, the use of numerical success criteria in some cases is still doubtful. Many factors affect students' learning outcome. And of course, there are bound to be statistical fluctuations. Attributing a successful outcome measure to one single project or program may be unfounded.

School Budget 2011-2012

Income and Expenditure Report

Income	2011-2012 Budget	Sep 10 - Aug 11 Actual
<i>Salaries Grant</i>		
Teaching Staff Salary Grant	37,000,000.00	33,506,304.22
Supply Teacher Grant	50,000.00	52,075.00
Substitute Teacher Grant	50,000.00	76,390.02
OEBG Admin. Grant (Non-Teaching Staff Salaries)	4,190,000.00	3,924,309.29
OEBG Administration Grant (Addition)	160,000.00	148,716.00
Capacity Enhancement Grant ^{Note 1}	510,000.00	471,771.00
Enhanced Senior Sec. Curriculum Support Grant ^{Note 1}	690,000.00	635,220.00
Fractional Post Cash Grant ^{Note 1}	240,000.00	127,336.50
Sub-total	42,890,000.00	38,942,122.03
<i>Operating Expense Block Grant (General Domain)</i>		
Subject Grant	142,000.00	132,094.94
School and Class Grant	760,000.00	704,807.00
Noise Abatement Grant	0.00	363,240.00
Grant for electricity for Lab Prep. Room	8,600.00	7,968.00
Supplementary Grant	180,000.00	167,013.00
Enhancement Grant	7,000.00	6,479.00
Training and Development	7,400.00	6,901.00
<i>Operating Expense Block Grant (Special Domain)</i>		
Guidance Programme Grant	7,800.00	7,234.00
Composite IT Grant	406,000.00	376,501.00
Composite Furniture and Equipment Grant	500,000.00	464,690.00
<i>Other Incomes</i>		
Course Fees (Music and PE)	870,000.00	868,082.80
Tong Fai	184,000.00	184,200.00
Special Levy	310,000.00	315,300.00
Donation from Sing Yin Education Foundation	3,000,000.00	2,000,000.00
Donation for Scholarship	150,000.00	178,050.00
ECA Subsidies (Non-Government)	130,000.00	130,133.00
Tuck Shop Rent	90,000.00	50,000.00
Miscellaneous (Interest, Hall Rental)	12,000.00	169,400.50

<i>Non-recurrent Grant</i>		
New Campus Grant	6,800,000.00	0.00
Liberal Studies Curriculum Special Grant ^{Note 2}	320,000.00	320,000.00
eLearning Grant	71,570.00	71,570.00
After-school Learning & Support Program ^{Note 3}	50,000.00	91,600.00
Refined English Teaching Enhancement Grant	320,000.00	80,000.00
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	57,216,370.00	45,637,386.27

Expenditure

	2011-2012 Budget	Sep 10 - Aug 11 Actual
<i>Salaries</i>		
Teaching Staff Salary	38,500,000.00	34,296,147.78
Non-Teaching Staff Salary	4,100,000.00	3,828,060.74
Teaching Assistants' Salary	400,000.00	364,925.79
IT Technician Salary	140,000.00	159,789.93
Supply Teacher Salary	50,000.00	52,075.00
Substitute Teacher Salary	50,000.00	24,324.00
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Sub-total	43,240,000.00	38,725,323.24

Non-recurrent Grant

	2011-2012 Budget	Sep 10 - Aug 11 Actual
Web-SAMS Expenses	4,000.00	3,800.00
New Senior Secondary Curriculum Migration Grant	0.00	330,000.00
eLearning Grant	40,000.00	3,830.00
Liberal Studies Curriculum Special Grant Expenses	160,000.00	119,298.00
After-school Learning and Support Expenses	50,000.00	87,625.00
Refined English Teaching Enhancement Grant	320,000.00	81,283.69
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Sub-total	574,000.00	625,836.69

Management

Postage	10,000.00	10,401.80
Newspaper	12,000.00	12,018.00
Telephone	30,000.00	12,416.80
Celebration & Entertainment	22,000.00	19,412.40
Audit Fee	24,000.00	24,000.00
Wreath, Flower Basket etc.	5,000.00	4,650.00

Staff Training	30,000.00	35,710.00
SBM ^{Note 4}	44,000.00	40,966.13
Repairs and Maintenance	10,000.00	0.00
Transportation	22,000.00	9,895.50
Cleaning Materials	6,000.00	5,843.80
Consumable Stores	130,000.00	117,541.90
Fuel, Light & Power	300,000.00	273,951.94
Room Air-Conditioning Electrical Charges	200,000.00	65,204.43
Special Levy for Hall Air-Conditioning	100,000.00	74,416.00
Audio Visual	50,000.00	48,929.00
Prizes	20,000.00	16,050.00
F & E (School)	100,000.00	108,489.30
Water	22,000.00	20,983.90
First Aid Facilities	5,000.00	1,311.00
Printing & Stationery	100,000.00	93,247.80
Membership Fees	2,000.00	1,300.00
Advertisement (Employment of Teacher + Others)	50,000.00	146,399.00
Souvenir	10,000.00	4,820.00
Exam./Test stationery	20,000.00	10,012.50
SBM Printing	40,000.00	34,440.00
Insurance ^{Note 5}	60,000.00	54,855.00
Gardening	15,000.00	508.00
Special Levy Other Uses ^{Note 6}	130,000.00	123,694.25
Miscellaneous	1,000.00	0.00
Sub-total	1,570,000.00	1,371,468.45

Curriculum & Teaching

	2011-2012 Budget	Sep 10 - Aug 11 Actual
English	36,000.00	34,988.10
Chinese	18,000.00	1,998.40
Mathematics	3,000.00	1,309.40
Liberal Studies	16,000.00	4,206.50
Biology	18,000.00	12,340.30
Chemistry	26,000.00	28,713.60
Computer Studies	2,300.00	540.00
Integrated Science	20,000.00	3,555.30
Combined Science	2,000.00	0.00
Physics	10,000.00	2,363.80
Chinese History	5,600.00	2,710.00

Economics and Public Affairs	2,000.00	1,350.00
Economics	2,100.00	0.00
Principles of Accounts / BAF	1,200.00	180.80
Geography	13,500.00	8,227.40
History	4,900.00	2,539.00
Visual Art	22,500.00	17,241.10
Moral & Civic Education	18,000.00	4,160.10
Music	12,800.00	6,891.30
Physical Education	95,000.00	51,121.60
Putonghua	2,600.00	138.50
Information Technology	129,000.00	119,689.93
EMI	1,100.00	390.00
Library	72,000.00	55,085.69
Teachers Reference	35,000.00	39,573.55
ERS English	13,900.00	13,400.10
ERS Chinese	14,000.00	15,922.49
Form 3 Project Work	1,000.00	0.00
Environmental Education	2,500.00	226.40
Language Across Curriculum	1,100.00	0.00
F & E (Subject)	80,000.00	74,910.40
Sub-total	681,100.00	503,773.76

Pastoral Care

	2011-2012 Budget	Sep 10 - Aug 11 Actual
Parent Teacher Association Fee	3,000.00	3,000.00
Careers	4,600.00	2,538.30
Discipline	1,600.00	957.20
Study Prefect	700.00	409.80
Guidance	17,300.00	22,325.80
Extra-Curricular Activities	110,700.00	84,776.50
Exta-Curricular Activities (Student Subsidy)	80,000.00	29,410.00
Health & Safety	12,800.00	12,440.60
Music and PE Courses	900,000.00	865,146.00
Scholarship	240,000.00	362,537.00
Chaplaincy	5,000.00	2,048.20
Sub-total	1,375,700.00	1,385,589.40

Special Projects

	2011-2012 Budget	Sep 10 - Aug 11 Actual
40th Anniversary	0.00	28,315.00
New Campus ^{Note 7}	10,000,000.00	1,659,319.70
Sub-total	10,000,000.00	1,687,634.70
<i>Summary</i>		
Total Expenditure	57,440,800.00	44,299,626.24
Total Income	57,216,370.00	45,637,386.27
Total Expenditure	57,440,800.00	44,299,626.24
Surplus(Deficit)	(224,430.00)	1,337,760.03

Notes :

1. To employ two contract teachers, 2 teaching assistants and 1 part time teaching assistant.
2. To employ one teaching assistant for Liberal Studies.
3. To subsidize needy students' training course fees.
4. Includes \$60,000 for two temporary teaching assistants to help with speech training.
5. Includes \$30,000 for insurance against professional liability for teachers and managers.
6. For hall air conditioning charge, maintenance and renewal of QEF project equipments.
7. Pre-payment for air conditioning in classroom and other expenses for new campus.

**BIOLOGY DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Purpose

- 1.1 To help students learn biological knowledge
- 1.2 To promote students' interests in the study of organisms
- 1.3 To promote an appreciation of the importance of experiment and investigatory work in the study of Biology
- 1.4 To show a respect towards life and appreciate the wonders and complexity of Nature
- 1.5 To appreciate the hard work of frontier scientists and their contributions to developments in science and technology
- 1.6 To develop and reinforce values and attitudes such as integrity, curiosity, openness to new ideas and informed scepticism through the study of biology

2. Review of Present State

The NSS curriculum has been implemented for two years. We are continuously evaluating the implementation plan and will make appropriate modifications. The school-based assessment for the Form Five (2010_2011) have been conducted during this academic year. To deal with the large class size, split class laboratory arrangement has been made.

Besides, we plan to introduce new elements to the Biology Laboratory and purchase new equipment to facilitate the syllabus and accommodate school-based assessment.

We will set-up a concern group to give advice to the school management to implement some measures to raise our students' awareness on environmental protection issues.

Furthermore, following the whole school approach policy, we would like to implement our school major concerns (sustainable development for mankind) in the programme plan this year.

2.1 Strength

- 2.1.1 Our students have good scientific aptitude.
- 2.1.2 All students are band 1 students.
- 2.1.3 New equipment (DNA fingerprint kit and extraction kit) have been purchased in these few years.
- 2.1.4 IT equipment allows teaching and learning more effectively.
- 2.1.5 Advance in biotechnology can be captured through media.

2.2 Changes and need

- 2.2.1 To learn biology knowledge through real life contexts. Students can understand many contemporary social and science issues such as

pandemic, organ transplant, food science, drug abuse etc. so as to develop a respect for the living world and an attitude of responsible citizenship and a commitment to promote personal and community health. There is room for integrating learning the Liberal Studies (Module 5: Public Health) to enhance cross curriculum cooperation.

- 2.2.2 To cope with the students having a range of abilities and aspiration, a wide range of learning and teaching strategies and assessment practices are implemented.
- 2.2.3 To implement the NSS curriculum and make adjustment after evaluation.
- 2.2.4 To accommodate large NSS class size to do laboratory work and conduct school-based assessment.
- 2.2.5 To install the laboratory equipment in the new school campus.
- 2.2.6 To co-operate with other departments in designing the environmental friendly school campus.

3. Objectives of Issues to be addressed

- 3.1 To implement the NSS curriculum to suit students' abilities.
- 3.2 To raise students' awareness of their responsibility as environmental friendly citizen.
- 3.3 To collaborate with laboratory technicians/ Biology Club committee to design activities, conduct experiments and broadcasting videos.
- 3.4 To prepare remedial work for students of lower motivation.
- 3.5 To launch some field studies in Form 4 and Form 5 so as to promote learning outside the classroom.

4. Implementation plan

- 4.1 To implement the NSS curriculum

We will continuously revise the teaching materials including experimental worksheets, STS connections worksheets and photomicrograph exercises that have been prepared in the last few years. It is thought that these materials can assist students in learning biology. In order to deal with the large class size, we have arranged some split-class lab work arrangement for Form Five after school. As we find that it is effective and efficient in assessing the laboratory work, we will follow the policy next year.

Besides, the non-practical assessment will be introduced to Form Four Biology students this year. We will evaluate the plan at the end of the academic year.

- 4.2 To raise students' awareness of their responsibility as environmental friendly citizen.

Firstly, we plan to form an adhoc-group to give some insight or advice to some environmental protection policies in new school campus.

Secondly, we will have discussion/role play during the class time on issues concerned with local / global environmental protection. To strengthen students' awareness on sustainable development on the environment, we plan to integrate some project learning across the curricula of Biology and Liberal Studies.

Thirdly, we stress on the responsibility of students in the cleaning up after lab work. Besides, discussion and role play will be held in class.

- 4.3 To collaborate with laboratory technicians/ Biology Club committee to design activities, conduct experiments and broadcasting videos.

We try to use the new equipments to conduct experiments to suit the NSS curriculum and to launch some school-based assessment after school. Besides, we will also try to broadcast some interesting videos to arouse students' interest in the fantastic biological world. The horseshoe nurturing program will be continued up to April. We will join the activities organized by Ocean Park and City University.

- 4.4 To prepare remedial work for students of lower ability.
We will prepare some in-depth remedial work to help students of lower ability. We will especially focus on Form Six students as they are going to take their first public examination in March. The number of students engaged in the program is about five.
- 4.5 To launch some field studies in Form 4 and Form 5
A field camp for 2 days and 1 night in Cheung Chau will be arranged for F.5 on 17-18/11/2011.

5. Time schedule

Objectives	Implementation Plan	Date/Period
3.1	4.1	9/2011 – 7/2012
3.2	4.2	9/2011 – 7/2012
3.3	4.3	9/2011 – 7/2012
3.4	4.4	9/2011 – 3/2012
3.5	4.5	17-18/11/2011, 18/5/2012

6. Evaluation and Performance indicator

- 6.1 To implement the NSS curriculum
A set of school-based teaching and learning material will be filed for evaluation and modification. Split class arrangement for laboratory work assessment will be continuously evaluated at the end of first term during the department meeting before the date for mark submission to HKEAA.

6.2 To raise students' awareness of their responsibility as environmental friendly citizen.

Students in the adhoc group will submit a proposal to the teachers/ principles for reference to implement some policies in our new school campus for environmental protection.

Teacher will hold a discussion on a selected topic to raise students' awareness of their responsibilities as a citizen in the balance of our ecosystem.

6.3 To collaborate with laboratory technicians/ Biology Club committee to design activities, conduct experiments and broadcasting videos.

We will help Biology Club launch two innovative experiments/ public lecture in the club meeting. In addition, we will broadcast video during the lunch time two in each terms using TV in the new campus.

6.4 To prepare remedial work for students of lower ability.

As the number of students studying Biology is smaller than before, we could pay more effort to do more remedial work to help students in their studies. We will sort out five students from Form Six to join the remedial program.

6.5 To conduct some field studies for NSS Biology

Students have to hand in a field trip report at the end of the programme. We will evaluate the arrangement on the programme to see whether we will do this next year.

7. Budget

Expenditure:

1.	Teacher reference books/DVD	\$1000.00
2.	Laboratory equipment	
	(a) Chemicals	\$3,000.00
	(b) Glassware	\$1,000.00
	(c) Equipment	\$4,000.00
	(d) Consumable	\$10,000.00
3.	Photocopying	\$1,000.00
	Total expenditure:	<u>\$20,000.00</u>

8. Department members

Miss Yang KaWah (Department Head)

Mr. Wong Chi Keung

**BUSINESS, ACCOUNTING
AND FINANCIAL STUDIES DEPARTMENT
PROGRAMME PLAN 2011-2012**

1 Purpose

- 1.1 To stimulate students' interest in business, accounting and management.
- 1.2 To help students understand the real business environment.
- 1.3 To promote values and attitudes of honesty, fairness and social responsibility.
- 1.4 To develop generic skills in research, analysis, problem-solving, critical thinking, creativity and communication.

2 Review of Present State

- 2.1 Strengths
 - 2.1.1 Most students are willing to learn.
 - 2.1.2 Teachers are willing to arrange extra lessons after school to help students.
 - 2.1.3 Students are willing to take part in accounting exams like LCCI and the results were good.
 - 2.1.4 Students are in general keen at joining various business-related competitions.
 - 2.1.5 F.3 students had a preliminary knowledge of the subject.
- 2.2 Weaknesses
 - 2.2.1 It is observed that learning diversity has widened.
 - 2.2.2 Some F.5 students lack motivation and initiative.
 - 2.2.3 The NSS BAFS curriculum is new to both the teachers and the students

3 Objectives of Issue to be addressed

- 3.1 To implement the new NSS BAFS curriculum and prepare for SBA.
- 3.2 To improve students' performance in the subject.
- 3.3 To enhance students' interest in business, accounting and management.
- 3.4 To let F.3 students have a better understanding of the subject.

4 Implementation Plan

- 4.1 To implement the new NSS BAFS curriculum and prepare for SBA.
 - 4.1.1 Arrange regular quizzes for F.4 BAFS students to provide feedback to the students.
 - 4.1.2 Guidelines of SBA would be distributed to F.4 students in the second term.
- 4.2 To improve students' performance in the subject.
 - 4.2.1 Arrange revision tests and remedial lessons to those weaker F.5 and F.6 students.
 - 4.2.2 Arrange revision tests and pre-mock for F.7 students to prepare them for the public exams.

- 4.3 To enhance students' interest in business, accounting and management.
 - 4.3.1 Encourage students to take part in business, accounting and finance competitions outside school.
 - 4.3.2 Encourage students to take part in the LCCI exams to gain more experience.
 - 4.3.3 Arrange an accounting competition for F.4 and F.5 students in the second term.
- 4.4 To let F.3 students have a better understanding of the subject.
 - 4.4.1 Cover more topics in F.3 to give the students a better understanding of the subject.

5 Evaluation

- 5.1 Students' participation in accounting exams like LCCI.
- 5.2 Students' willingness to take part in competitions outside school.
- 5.3 Students' performance in class, homework, tests and exams and other exams.

6 Budget

	\$
Reference books and materials	1,000
Stenciling/ photocopy	800
Accounting competition	100
Prizes (academic performance)	200
Miscellaneous	100
Total:	2,200

7 Program Team Members

Miss Choi Suk Yan (Team Leader)
Miss Tam Mei Ling

**CHEMISTRY DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Purpose

- To arouse interest in Chemistry.
- To acquire an appropriate body of knowledge and understanding in Chemistry.
- To acquire an ability to think rationally and critically, and to apply the knowledge of Chemistry to making judgements and solving problems.
- To develop skills in scientific investigations;
- To recognise the evolutionary and sometimes transitory nature of chemistry;
- To be acquainted with the language of Chemistry and to be equipped with the skills in communicating ideas in chemistry related contexts.
- To develop an appreciation of Chemistry and its applications in daily life;
- To be aware of the social, economic, environmental and technological implications of chemistry, and to show concern for the environment and society;
- To develop open-mindedness, objectivity and proactiveness.

2. Review of Present State

2.1 Strengths

- 2.1.1 Teachers are devoted, co-operative, and eager to share both experiences and ideas in teaching.
- 2.1.2 Laboratory technicians are well trained and helpful in preparing for the experiments. They can always give appropriate advice in modifying the experiments.
- 2.1.3 Most students are willing to learn and have a strong desire to achieve good results in the public examinations.

2.2 Weaknesses and Limitations

- 2.2.1. Students' communication skills and exposure to chemistry are limited, which is becoming increasingly important in public examinations.
- 2.2.2 Some students are passive in learning. They tend to recite materials only. Their command of English is weak, which hinders them in asking questions and getting involved in discussions.
- 2.2.3 Hands on experiments for Form 4 and 5 students are not sufficient as only 5 periods per cycle are allocated for chemistry lessons.
- 2.2.4 In view of the new banding system, students in recent years are less attentive in lessons. Some of them lack motivation and basic scientific knowledge.

- 2.3 Changes and Needs
 - 2.3.2 The new senior secondary curriculum was implemented last year, and initial preparation work was completed. Fine-tuning for the implementation plan will continue in the coming school years.
 - 2.3.3 School-based assessment (SBA) will continue this year. Preparation works on both practical and non-practical related tasks continue.
 - 2.3.4 The school campus was relocated. Enhancement works for the new chemistry laboratory will continue.
 - 2.3.5 The homework policy and teaching plan will be revised in order to ensure that students finish sufficient exercises.

3. Objectives of Issues to be Addressed

This programme plan aims:

- 3.1 to continue the revised teaching scheme to enhance chemistry learning;
- 3.2 to extend enhancement programmes to strengthen students' reading ability and broaden students' range of aesthetic experiences;
- 3.3 to address the major concerns of the school.

4. Implementation Plan

4.1 Teaching scheme and homework policy

It aims to help F4 to F.6 students learn NSS chemistry and achieve better public examination results. It is strongly recommended that teachers give informal tests after each chapter or topic, and provide remedial work to ensure that all students can follow the lessons. The homework policy and new classwork policy have to be adopted in order to ensure that students finish sufficient exercises.

4.2 Enhancement programmes

4.2.1 Reading programme

Some interesting passages adapted from journals or newspapers will be selected for students. It is hoped that this will arouse their interest in Chemistry. Students will be taught to understand chemical principles that can be applied to daily life.

4.2.2 Writing programme

Writing tasks on Chemistry specific genres jointly organized by English and Chemistry Departments will continue.

4.2.3 Challenge programme

Regular exercises, classwork and informal tests will be given to the students with suitable feedback. For more capable students, advanced exercises and tasks will be assigned to them. Teachers should encourage these students to take part in inter-school chemistry competitions.

- 4.2.4 Australian National Chemistry Quiz
Some students will be selected to take part in the Australian National Chemistry Quiz 2010-2011. A more systematic training programme will be held during the school year. The quiz will be held in July, 2011 and the results will be announced in September, 2011.
- 4.2.5 Micro-scale experiments
Micro-scale experiments will be developed in the coming semester jointly by the Chemistry Club. The micro-scale experiments will be delivered to students through Chemistry club activities.
- 4.2.6 Chemistry Olympiad Competition
Preparation work in organizing a Chemistry Olympiad Competition for Sing Yin students will start this school year. Relevant reference books and teaching aids will be purchased. The first competition is tentatively planned to be held in the next school year.

4.3 New senior secondary school curriculum

The new senior secondary school curriculum will continue. Teachers will continue to attend seminars or workshops related to the NSS curriculum. New teaching aids, audio-visual and information technology equipment will be bought according to teachers' suggestions in order to assist teaching. SBA will be implemented for F.6 students this year. The first SBA marks will be submitted in January, 2012. Teachers are required to set tasks according to the SBA Teachers' Handbook.

4.4 Enhancement of new Chemistry Laboratory

The school campus was relocated. Enhancement work of the new Chemistry laboratory will continue. Suggestions will be discussed with the technician and subject teachers. As some chemicals, apparatus and teaching aids were disposed of, subject teachers will discuss with the technician before each practical lesson.

4.5 Major concerns of the school

To address the school's major concerns, more students will be encouraged to participate in inter-school competitions and different visits. The Motor Science Community will provide more scientific knowledge related to the major concerns of the school. Newspaper articles on the Green Chemistry and current affairs will be adapted as reading assignments for students in order to address the school's major concerns. It is believed that students' awareness in responsibility can be strengthened and students' range of aesthetic experiences can be broadened.

5. Evaluation

- 5.1. At least 1 lesson from each teacher will be observed by colleagues in the year.

- 5.2. The expected passing and credit percentages for Chemistry in the HKAL are 90% and 45 % respectively.
- 5.3. The expected passing and credit percentages for Chemistry in the HKDSE are 95% and 50 % respectively.
- 5.4. At least 2 new passages related to Chemistry will be prepared for students in each form throughout the whole school year. Teachers should obtain some feedback from students. Trial runs on reading and writing tasks on Chemistry specific genres will continue in F4. Feedback from both students and teachers will be acquired.
- 5.5. Some students will be selected to take part in the Australian National Chemistry Quiz 2011-2012. Their performance will be analyzed.
- 5.6. In this academic year, 20% of all F.4 Chemistry lessons should be allocated to practical lessons. It is also expected that teachers should strictly follow the teaching scheme.

6. Budget

Items	Expenditure
1. Library books	\$2,000.00
2. Teachers' reference books/magazines	\$1,500.00
3. Teaching aids	\$1,000.00
4. Chemistry equipment	\$25,000.00
5. Consumables for chemistry experiments (TAS included)	\$20,000.00
6. Photocopying costs	\$500.00
7. Motor Science Community equipment	\$5,000.00
Total :	\$55,000.00

7. Programme Team

Mr. Hui Chi Kuen (Department Head of Chemistry)
 Mr. Kong Ping Wah
 Ms. Yuen Sze Nga

中國歷史科

2011-2012 年度工作計劃

1. 目的

- 1.1 使學生對中國歷史有基本認識。
- 1.2 通過史事的理解，以古鑑今，體會中國歷史的古今變革。
- 1.3 通過對歷史人物事跡之認識，培養學生的優良品格，盡一己的責任，從而建立積極之人生觀，啟發個人對國家民族之認同感、責任感及歸屬感。
- 1.4 透過對中國歷史的研習，學會珍惜人類所得的成就。
- 1.5 整理及綜合相關的重要史實，擴闊眼界，剔除固步自封的固執性格，從而培養學生思辨及評價史事的能力。

2. 現況分析

2.1 有利條件

- 2.1.1 本校有一群通力合作、學養俱佳的中史科同工。
- 2.1.2 入讀本校者均屬一級學生，資質較佳。
- 2.1.3 本科採用母語教學，學生在知識吸收和表達方面較理想。
- 2.1.4 新高中中史科仍被列為選修科，讓有興趣的同學選讀。
- 2.1.5 新高中學制下，中四級每循環周有五節，授課時間比前增加。
- 2.1.6 本校設有中史學會，協助推動各項課外活動。
- 2.1.7 現時不少機構有歷史考察的資金贊助，本校亦設有全方位學習基金資助考察活動，有利提升學生的學習興趣。
- 2.1.8 網上共享資源豐富，有利老師備課及學生自學。
- 2.1.9 影音教具、參考資料充足。

2.2 面對問題

- 2.2.1 中三級每循環周上學期為 3 節，下學期為 2 節，令講授進度較為緊逼。
- 2.2.2 地方不足，令老師取存教具困難。
- 2.2.3 初中班級，學生程度參差極大，部份學生學習情緒低落。
- 2.2.4 中四選科時，基於個人取向及父母期望，男孩子多選讀理科，故成績優秀者頗大部分皆舍中史而選修理組。
- 2.2.5 高班同學，在功利因素的影響下，認為中史科缺乏實用價值，故每多掉以輕心。
- 2.2.6 新高中課程編制下，學生選擇較以前為多，令中國歷史只能開辦一班，故本科可能會面對收生不足的問題。

3. 本年度目標

- 3.1 緊隨時代脈搏，與時並進，並提高學生的學習興趣，故加強在資訊科技方面的教學，善用多媒體影音教具，並盡可能在課堂上利用互聯網資訊及視訊檔案協助授課，提高本科的靈活性及趣味性。

- 3.2 不以課室教學為滿足，多舉辦參觀考察活動，務使課室學習與遊歷並重，本年度中四、中五級會仍會安排一次本地或境外田野考察，以開拓學生的視野。中六、中七級由於要面對公會試，故停止田野考察。
- 3.3 現今考試模式已不大注重背誦式答案，故題目以理解分析及評論為多，以培養學生對史事思辨之能力。
- 3.4 加強中史課外閱讀，推廣讀書風氣，培養學生分析資料的能力。
- 3.5 鼓勵學生多看歷史劇集，提升其對歷史的興趣。
- 3.6 新高中中四級會依考評局要求，讓學生多參與整理、綜合、分析及評價史事，以及運用歷史資料及有關論述表達自己觀點，中五級、中六級更要預備校本評核；中七除論述題外，還要做讀史劄記。
- 3.7 中一至中三活動教學——齊動手
鼓勵學生積極參與分組製作活動，從積極參與中，訓練其團隊合作精神，以配合公民教育的發展。1-3 年級繪畫中國地圖，目的在使其在繪畫過程中，能切身感受祖國錦繡河山的壯麗，培養其對國家民族的認同感，並認識祖國的名山大川，歷史名城及國土疆界，令其對中國古代歷史及現代的行政區域有一定的認識。專題研習及模型製作方面，盡量配合學校所訂的關注項目及課本內的乙部專題。

4. 施行計劃

措施	項目，形式	推行期限及班級	負責教師
4.1 加強資訊科技教學，輔助傳統串講教學之不足，提高學生的興趣。		全年 F.1-F.7	全體科任教師
4.2 加強參觀環節，如參觀博物館、歷史文物展覽等，開拓學生的視野。	與中史學會及其他科組協辦	11/11-5/12 F.1-F.5	各級聯絡人、中史學會負責老師、科主任
4.3 安排田野考察，以配合教署推行的全方位學習政策	日期及地點待定	11/11-5/12 F.4、F.5	F.4、F.5 老師
4.4 推廣課外閱讀，培養學生的自學能力，學習蒐集、閱讀、整理、綜合及分析資料的能力。	資料回應題及論述題	10/11-6/12 F.4 資料回應題及論述題 F.5 資料回應題及論述題 F.6 資料回應題及論述題 F.7 資料題及論述題	各任教老師

<p>4.5 活動教學—齊動手： 用簡報、廣播劇或話 劇演繹歷史故事、用 各類形式評論歷史人 物、香港史專題研 習、模型製作、繪畫 中國地圖等。</p>	<p>上學期目標—人類可持 續發展</p> <p>F.1 專題研習(一)：遠古時期的 文化 以下題目 a 和 b 任選一 題，c 為必答題：</p> <p>a. 在舊石器時代， 中國出現了元謀人、藍 田人和北京人。你認為 哪一種人的生活得較進 步和文明？試製作模型 / 或連環圖，重現其生 活方式。</p> <p>b. 在新石器時代， 香港是在幾何印紋圖文 化的範圍內。 試參觀香港歷史博物 館 / 沙田文化博物館， 拍攝幾何印紋圖文化之 文物圖片，並以簡報形 式分享是次參觀所得。</p> <p>c. 由古至今，人類 都追求進步和文明。你 認為在發展的過程中， 古時的知識和歷史是否 就可以完全揚棄？為什 麼？</p> <p>另外，我們要注意什 麼才可使人類持續發 展，不致滅亡？</p> <p>此部分以簡報呈交。 呈交日期：聖誕假後</p> <p>F.2 題目：中國是世界上文 明發達最早的國家之 一，在科技發明方面有 可觀的成就；並以造紙 術、指南針、火藥和印 刷術為古代四大發明。 這些發明的應用及傳 播，不但對世界文明的 推進，起了重要的作</p>	<p>1/12 F.1/F.2</p>	<p>F.1、F.2 任教老師</p>
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	<p>用，且對人類持續發展亦有甚大意義。試從中國古代四大發明中，選出其中一項，製作模型一款。</p> <p>形式：模型製作 呈交日期：聖誕假後</p>		
	<p>下學期</p> <p>F.1 專題研習(一)：文字的發展 (4月呈交) (小組：3-5人) 形式不限;</p> <p>F.2 專題研習 題目：每個朝代均面對不同的困難，如唐朝有藩鎮割據、宋有外族的入侵、元有統治漢族人的困難、明有宦官之禍。假設你是愛國之士，試選出其中一朝的一項困難，上奏疏一本，向君主提出具體可行的解決措施。 (參考大綱) 內容分三部份： (i) 交代所選朝代所面對的問題(其中一項)； (ii) 引起君主的注意及朝廷大臣提出及討論不同的解決方案(最少兩個方案及各個方案的優劣)；(iii) 最後由君主作總結及決定最理想的方案。 形式：漫畫、動畫製作或劇本創作(三選一) 呈交日期：復活假後</p>	<p>4/2012 F.1、F.2</p>	<p>F.1、F.2 任教老師</p>

	F.3 專題研習(一)： 上學期： (1) 上學期：學術思想發展的專題研習 題目：先秦學術思想介紹及評論 要求：研習內容盡可能配合本年度關注項目《可持續發展》。內容為乙部課程之第一章，分組研習，可以簡報、廣播劇或錄像等形式表達 繳交日期：1月	1/2012 F.3	F.3 任教老師
	專題研習(一)： 下學期：宗教概說專題研習 題目：宗教教義 要求：研習內容盡可能配合本年度關注項目《可持續發展》。內容為乙部課程之第二章，表達形式同上。 繳交日期：5月	4/2012 F.3	F.3 任教老師
	中國地圖繪畫 F.1 戰爭地圖； F.2 隋代建設圖； F.3 中國分省圖	12/2011 - 2/2012 F.1-F.3	各任教老師

5. 評估

措施	評估方式	評估日期	負責人
5.1	評估學生的學習興趣是否提高？	1/2012 及 5/2012	各任教老師
5.3	透過專題研習報告，了解學生是否掌握基本史實、掌握表達及分析資料的能力？	1/2012 及 5/2012	各任教老師
5.4	透過學生分組製作，看能否提高其自學及組織能力，更可觀察其與他人合作及處理人際關係之技巧。	1/2012 5/2012	各級聯絡老師、中史學會負責老師、科主任。

	學期終結前，進行調查，收集學生對本科及課堂教學意見。再從全年測驗及考試成績作評估，看看上列措施推行後，與往年成績比較是否有進步？	6/2012 期終試後	全體老師
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6. 財政預算

6.1	視聽教材、教學資源（例：教具等）	\$800.00
6.2	教師參考書	\$1000.00
6.3	比賽獎勵	\$1000.00
6.4	影印、油印	\$800.00
6.5	雜項（例：參觀及考察交通費）	\$3000.00
		<u>\$6600.00</u>

中國語文科

2010-2011 年度工作計劃

1. 宗旨

- 1.1 提高讀寫聽說能力、思維能力、審美能力和自學能力；
- 1.2 培養語文學習的興趣、良好的學習態度和習慣；
- 1.3 培養審美情趣，陶冶性情；
- 1.4 培養品德，加強對社群的責任感；
- 1.5 體認中華文化，培養對國家、民族的感情。
- 1.6 配合本學年學校主題。

2. 目前概況

2.1 強項

- 2.1.1 學生的中國語文能力及知識有一定的水平，學習態度尚算認真。
- 2.1.2 本科以母語教授，在教與學兩方面遇上的語言障礙不大。
- 2.1.3 教師對中國語文有充分的掌握，對學生在學習本科的優、缺點亦有清楚的理解。
- 2.1.4 校外有頗多的語文團體、教育機構為教師、學生提供有關本科的講座、活動。

2.2 弱項

- 2.2.1 學生頗被動，過於依賴老師，自學能力較差。
- 2.2.2 學生甚少閱讀質優的課外書籍和報刊。
- 2.2.3 學生在寫作和綜合能力方面的能力較弱。
- 2.2.4 本科作業較多，教師多為班主任，工作非常繁重。

教學計劃範疇：以下各項計劃的教學及活動，將配合全校關注事項：

- 人類的永續發展
- 全面推行文憑試課程
- 新校舍

2.3 初中(中一至中三)

- 2.3.1 由於學生閱報途徑比以前較多，將不再規限學生在校內訂報。
- 2.3.2 鼓勵學生在課堂上全班朗讀篇章
- 2.3.3 為配合新高中編制，考卷更改如下：
卷一：閱讀能力 卷二：寫作能力
卷三：*綜合能力 卷四：說話
*上考：實用文兩篇(日常表現) 下考：實用文(20%)+聆聽(10%)

2.4 高中(中四至中七)

2.4.1 全力規劃新高中中六課程。

2.4.2 每級至少安排一次聯校或全級口語練習。

2.4.3 中五口語考試範圍更改如下：上考—朗讀、下考—小組討論。

2.4.4 由於坊間課本內容不太適合，中五選修單元將自編教材。

2.4.5 由於學生閱報途徑比以前較多，將不再規限學生在校內訂報。

2.5 學科活動

朗誦比賽：

由於有部分學生不依時練習，以致表現欠佳，為改善學生的表現及提高他們的責任感，有關規定如下：

- 必須向負責訓練的老師報到，並至少接受兩次的練習
- 無故缺席者，除了操行被降級，其翌年的參加資格亦被取消

3. 全年關注事項：

- 人類的永續發展
- 全面推行文憑試課程
- 新校舍

4. 評估

4.1 評分量表：說話訓練時老師/學生以量表給同學的短講評分。

4.2 功課習作：由老師以批改方式進行。

4.3 校方檢查：將有關習作、作文交予科主任檢查。

4.4 校本評核：老師批改學生日常課業、課外閱讀等習作後，呈交考評局作全科評核之用。

5 財政預算

廣泛閱讀計劃雜項	\$ 3,000.00
聽說訓練/閱讀/寫作/學科活動	
軟件（如光碟）	\$ 3,000.00
影印（如工作紙）	\$ 3,000.00
教師參考資料 / 教學軟件	\$ 5,000.00
學科活動	\$ 1,000.00
語文課外活動	\$ 5,000.00
雜項	\$ 1,000.00
合共	\$ 2,1000.00

**COMBINED SCIENCE DEPARTMENT
PROGRAM PLAN 2011-2012**

1. Purpose

- 1.1 arouse interest in chemistry and biology;
- 1.2 acquire knowledge and understanding in chemistry and biology;
- 1.3 acquire an ability to think rationally and critically, and to apply the knowledge of chemistry and biology to making judgments and solving problems; promote an appreciation of the importance of experiments and investigatory work in the study of chemistry and biology
- 1.4 develop skills in scientific investigations;
- 1.5 recognize the evolutionary and transitory nature of chemistry and biology;
- 1.6 be equipped with the skills in communicating ideas in chemistry and biology related contexts;
- 1.7 be aware of the social, economic, environmental and technological implications of chemistry and biology, and show concern for the environment and society;
- 1.8 show a respect towards life and appreciate the wonders and complexity of Nature.
- 1.9 appreciate the hard work of frontier scientists and their contributions to developments in science and technology
- 1.10 develop and reinforce values and attitudes such as integrity, curiosity, openness to new ideas and informed skepticism through the study of biology and chemistry
- 1.12 develop open-mindedness, objectivity and proactiveness.

2. Review of Present State

2.1 Strength

- Laboratory technicians are well trained and helpful in preparing the experiments. They can always give appropriate advice in modifying the experiments.
- Both the chemistry and biology teachers in our school are helpful and experienced and can provide a lot of assistance and support.
- Most students are willing to learn and have strong desire to get good results in the public examinations.

2.2 Weakness and Limitation

- Some students who take combined science are weak.
- Students are passive in learning.
- It is a new subject. Teachers have to teach two different subjects. They are not much experienced in dealing with this situation, especially in the assessment in the SBA of two subjects (Bio and Chem) at the same time.
- There is not enough teaching time.

3. Objectives of Issues to be addressed

- 3.1 To arouse students interests in both Biology and Chemistry
- 3.2 To broaden students' knowledge and cultivate good reading habits
- 3.3 To promote independent learning through the use of eClass platform

4. Implementation Plan

- 4.1 To arouse students interests in both Biology and Chemistry
Interesting topics in both biology and chemistry will be talked and discussed with the students.
- 4.2 To broaden students' knowledge and cultivate good reading habits
A programme named 'Reading to learn' will be carried out. Articles from newspapers or magazines will be shown. The students are requested to read and complete the worksheets.
- 4.3 To promote independent learning through the use of eClass platform
Students will use the eClass platform to do exercises and self-study. Teachers will post useful articles and teaching materials in the platform as well.

5. Time schedule

Implementation Plan	Period
4.1	9/2011 - 6/2012
4.2	9/2011 - 6/2012
4.3	9/2011 - 6/2012

6. Evaluation and Performance indicator

- 6.1 One interesting topic will be incorporated each month. Teachers and students will discuss the issue.
- 6.2 One piece of reading material for the 'Reading to learn' activity will be prepared for the students each month. All the students will be required to complete the worksheet. Teacher will check the worksheet and give feedback to them.
- 6.3 At least 5 pieces of online materials will be prepared and posted to the eClass platform.

7. Budget

Items	Expenditure
1. Teachers' reference books	\$ 500.00
3. Laboratory Equipment	\$1,000.00
4. Consumables for experiments	\$1,000.00
5. Photocopying costs	\$ 500.00
Total	\$3,000.00

**COMPUTER DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Purpose

The aims are to provide students with an opportunity to :

- 1.1 develop an understanding of information processing and computer applications.
- 1.2 develop problem solving skills and programming techniques through the study of high- level computer language.
- 1.3 develop students' interest and confidence in using computers.
- 1.4 understand the social implications of development in information technology.

2. Review of Present State

2.1 Strengths

- 2.1.1 Students have the abilities to follow instructions.
- 2.1.2 Teachers have good background knowledge and experience in teaching.

2.2 Weaknesses

- 2.2.1 There are great difference in abilities among the students in senior forms.

3. Objectives of Issue to be Addressed

- 3.1 Celebrate the 'moving to New school campus'.
- 3.2 Improve the students' self-learning ability through the school e-platform.
- 3.3 Increase students' interest in program writing.

4. Implementation Plan

- 4.1 Some assignments of each junior form will related to 'moving to new school campus'.
- 4.2 Students will be encouraged to learn the use of software through school e-platform. F1 students will learn 'Photoshop'. F2 students will learn 'Dreamweaver' and 'Excel'. F3 students will learn 'Flash'.
- 4.3 Students will be encouraged to participate in programming competitions and web design competitions held by the computer club and public organizations. Students will have regular training to prepare for the competitions.

5. Evaluation

- 5.1 At least one of the assignment in junior form will relate to 'moving to new school campus'.
- 5.2 At least one extra technique of using the above software will be shown in their assignment.
- 5.3 Count the number of students participating programming competition inside school and outside school.

6. Budget

Expenditure	
White board marker and eraser	\$600.00
Miscellaneous	\$500.00
Total	
	\$1100

7. Program Team

Mr. Kwong Wai Cheung (Department Head)

Mr. Chung Tat Chi

Mr. Lam Hei Tat

Mrs. Lin Wu Suk Han

**ECONOMICS DEPARTMENT
PROGRAMME PLAN 2011 – 2012**

1. Purposes

- 1.1 To develop students' interest in the subjects.
- 1.2 To let students understand the general economic principles as well as the economic ways of thinking, so that they can apply them to real world situations.
- 1.3 To help students develop a non-bias view on various social issues such that they can make responsible and rational choices on them.

2. Review of Present State

- 2.1 Strength
 - 2.1.1 The subject is closely related to daily events.
 - 2.1.2 All students have a preliminary knowledge on the subject.
- 2.2 Weaknesses
 - 2.2.1 Students' initiative and ability to learn showed great differences
 - 2.2.2 Students' presentation skills need to be improved.

3. Issues to be addressed

- 3.1 To help students develop their own value judgment based on positive analysis.
- 3.2 To broaden students' knowledge on real world events and train them the skills of applying theories.
- 3.3 To help weaker students to catch up with the standard and build up students learning skills.
- 3.4 To implement the NSS curriculum and prepare for SBA.
- 3.5 To enhance students' communication skills.
- 3.6 To incorporate the major concern, sustainable development for mankind, into the curriculum.

4. Implementation Plan

Use of IT	To expand the self-assessment platform to S4 students in this year.	By the end of the first term
Activities	Group discussion, presentation, forum or debates will be held in class so as to enhance students' communication skills.	Regular activities
Supplementary lessons	Supplementary lessons will be arranged for weaker students and additional (but less challenging) exercises will be given to them.	On need basis
News commentary	To prepare for the SBA, S4 and S5 students have to submit one news commentary	April-May
Talks / Visits	One visit or talk will be arranged. WK and LC will be in charge of it.	March-April, 2011
Incorporating the school concern of 'sustainable development for human being' to the curriculum	Teachers can discuss the major concern, 'sustainable development for human being' with students in relation to the topics below: S6: Economics globalization S5: Banking system and the current financial crisis S4: Externalities	Throughout the year
Study Skill	Design homework or worksheet that students will have to apply what they have learnt in the study skill course so that they can improve these skills through practicing.	On regular basis

5. Budget

	Expense
Web-based learning (\$68 per month)	\$960
Photocopy and stenciling	\$500
Prizes	\$600
Reference	\$400
Miscellaneous	\$100
	\$2460

6. Evaluation

6.1 Students' performance in class, homework, tests and examinations

6.2 Number of students taking part in the activities

7. Program Team

Mr. Kwok Wai Keung (Team Leader)

**ECONOMIC AND PUBLIC AFFAIRS DEPARTMENT
PROGRAMME PLAN 2011 - 2012**

5 Purposes

- 1.1. To help students understand our society.
- 1.2 To develop students' interest in current affairs.
- 1.3 To help students develop social and civic awareness and a sense of civic responsibility and help them to acquire analytical skills such that they can make rational choice or judgment on both personal and social issues.

6 Review of Present State

2.1 Strength

- 2.1.1 Students in general have a basic knowledge on information technology.
- 2.1.2 Teachers are willing to share experience and new ideas.
- 2.1.3 Students are in general eager to take part in class activities.

2.2 Weaknesses

- 2.2.1 In general, students do not have the initiative to explore current or social issues
- 2.2.2 Students' initiative and ability to learn showed great differences
- 2.2.3 Teaching materials are easily out-dated.

7 Issue to be addressed

- 3.1 To enhance students' awareness towards the events around them and help them to develop a sense of citizenship.
- 3.2 To incorporate this year's major concern, 'sustainable development for mankind' to the curriculum.
- 3.3 To help students overcome individual learning difficulty.
- 3.4 To enhance students' skills in collecting, reading and analyzing data.
- 3.5 To encourage students to express opinions and create a more interactive learning environment in class.

4. Implementation Plan

Visits	Two visits and one Talk will be arranged. <ul style="list-style-type: none">● To arrange a visit for F.1 in the first term and one for F.2 students in the second term. SY will be in charge of the F.1's visit and LY in charge of the F.2 visit.● A talk will be organized for F.3 students during the second term. SY and TM will be in charge of it.
News report	Students will conduct news report in class throughout the year.
Project work / mini-research	F.2 and F.3 students will complete a mini-project in the second term. F.1 students will complete a mini-project with regard to the population structure and sustainable development.
Incorporating the major concern "sustainable development for mankind" to the curriculum	Teachers may relate the major concern to the development of Hong Kong society or economy, in relation to the ageing population and income distribution.
Remedial lessons	To be arranged on need basis.

5. Evaluation

5.1 Students' willingness to take part in class activities, project work and news reports.

5.2 Students' performance in class, homework, project work, tests and exams.

6. Budget

	\$
Stenciling/ photocopy	600.00
Prizes	600.00
Visits	1400.00
Total:	2,600.00

7. Program Team Members

Mr Kwok Wai Keung (Team Leader)

Ms Lee Yim Wah

Ms Cheung Sui Lan

Ms Tam Mei Ling

Mr. Wong Yat Kwong

Ms Choi Suk Yan

**ENGLISH DEPARTMENT
PROGRAMME PLAN 2010-2011**

1. Purpose

- 1.1 To promote students' competence in the four basic skills of reading, writing, speaking and listening.
- 1.2 To develop a positive attitude and an interest in learning English as a useful language for study, work and social purposes.
- 1.3 To help students appreciate the cultural and aesthetic aspects of the language.
- 1.4 To equip students with independent learning skills.

2. Review of Present State

2.1 Strengths

- 2.1.1 The members of the English department are well-qualified, experienced and keen on professional development. Most of them possess a master's degree and half have at least 20 years' teaching experience. They keep up with new developments by attending professional courses and serving on public examination panels.
- 2.1.2 A grant of \$498,000 has been provided by the EDB to enhance English language development since 2007 over a period of 6 years.
- 2.1.3 The English Enhancement Grant amounting to \$999,960 will be granted by the EDB to our school to enhance learning through the medium of English over three years until August 2014.
- 2.1.4 The small class arrangement is kept at F6.

2.2 Weaknesses and Limitations

- 2.2.1 Most of the boys come from public housing estates with peer culture, family backgrounds and environments less conducive to learning English.
- 2.2.2 With the multi-media culture, students spend less time on reading as a hobby.
- 2.2.3 Rapid advancement in technology and a wider diversity of syllabus contents mean a high demand on teachers' time for professional development
- 2.2.4 Greater learner diversity in English proficiency is evident due to the implementation of the New Senior Secondary Curriculum.

3. Objectives of Issues to be Addressed

This programme plan aims:

- 3.1 to prepare the new Form One students for learning through English; to provide more opportunities for students to use English and to develop their language skills outside the classroom;
- 3.2 to broaden students' range of aesthetic experiences as part of the "Other Learning Experiences";

- 3.3 to enhance reading and vocabulary learning;
- 3.4 to organize programmes to address learner diversity;
- 3.5 to prepare for and implement the NSS Curriculum;
- 3.6 to provide more individual attention and feedback for students; and
- 3.7 to address the major concerns of the school.

4. Implementation Plan

- 4.1 4.1.1 to organize a summer English Programme for new Form One students.
- 4.1.2 to update the Bridging Programme materials
- 4.2 to provide an environment for students to learn and use the language
 - 4.1.1 Open competitions
 - 4.1.2 Newspaper and magazine subscriptions
 - 4.1.3 Lunchtime English Corner activities
 - 4.1.4 English Week
 - 4.1.5 Language courses
 - 4.1.6 Oral Practices
 - 4.1.7 Sing Yin Radio
 - 4.2.8. L.E.D. Display
- 4.3 to help students appreciate language arts
 - 4.1.8 to arrange drama workshops
 - 4.1.9 to take part in the School Speech Festival
- 4.4 to enhance reading and vocabulary learning
 - 4.4.1 to subscribe to on-line programmes
 - 4.4.2 to carry out the Book of My Choice Scheme
 - 4.4.3 to arrange book sharing during morning assemblies
 - 4.4.4 to organise word games for junior forms
 - 4.4.5 to provide additional exercises and to allocate at least 5% of the subject total to vocabulary items in tests and examinations in F1-3.
 - 4.4.6 to carry out activities on vocabulary learning in F.4 and F5
 - 4.4.7 to include a Literature component for F.1 students and develop teaching/learning materials
- 4.5 to organize programmes to address learner diversity
 - 4.5.1 to carry out creative writing workshops
 - 4.5.2 to carry out Challenge Programmes
 - 4.5.3 to carry out the Peer Models Scheme
 - 4.5.4 to carry out remedial programmes for F1-F5
 - 4.5.5 to carry out a programme on life skills for work and study
- 4.6 4.6.1 to carry out the plans made in NSS Committee meetings
- 4.6.2 to take part in professional development activities and courses

- 4.6.3 to carry out lesson study and share teaching ideas and experiences
- 4.7 4.7.1 to conduct small group oral conferences in ERS/SBA lessons and make use of feedback and evaluation records in junior forms.
- 4.7.2 to adopt small class teaching in F.6 and co-teaching in F.7 Oral lessons.
- 4.8 to organise activities addressing one of the major concerns, which is “to learn about sustainable development for mankind”.

5. Evaluation

- 5.1 Feedback will be collected from the teachers and students.
- 5.2 The performance of the students, participation rate and frequency of participation will be reviewed and feedback from the teachers and students will be collected.
- 5.3 5.3.1 Feedback from the teachers and students will be collected.
5.3.2 Student participation rate and achievements will be taken into consideration.
- 5.4 5.4.1 Progress reports will be monitored throughout the year.
5.4.2 A survey will be conducted on eClass to collect students’ feedback.
5.4.3 Feedback from the teachers and students will be collected.
5.4.4 Feedback will be collected from the teachers, student helpers and the students.
5.4.5 Feedback from the markers will be collected.
5.4.6 An evaluation meeting will be held.
5.4.7 Feedback from the teachers and students will be collected. Evaluation will be made on the design of lessons, materials, assignments and assessments.
- 5.5 Students’ performance will be monitored and the teachers’ feedback will be collected.
- 5.6 Evaluation meetings will be conducted to collect teachers’ feedback and share experiences.
- 5.7 Feedback will be collected from the teachers, the teaching assistant and students.
- 5.8 A report will be supplied by the form co-ordinator for each level.

**GEOGRAPHY DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Purposes

- 1.1 To develop students' awareness and understanding of the surrounding especially on the contemporary issues.
- 1.2 To stimulate students' interest in the study of geography.
- 1.3 To enable students to understand the various concepts in geography.
- 1.4 To develop the general and specific skills appropriate to the discipline of geography which are useful in society and helpful in their further studies.

2. Review of the Present State

2.1 Strengths

- 2.1.1 All Teachers are co-operative and willing to share experience and new ideas on teaching. They show keen interest in attending various courses, workshops and seminars related to the discipline of geography.
- 2.1.2 Most students show interest in the nature and the environment surrounding them. They have the basic knowledge on Hong Kong geography through their past learning and their awareness on current affairs.

2.2 Weaknesses

- 2.2.1 Some students are examination-oriented. They like to be spoon-fed and lack creativity. They are unable to make generalization from facts. They are too dependent on teachers and are weak in organizing their own plans of study and self-learning.
- 2.2.2 Students are passive in learning. They tend to recite materials.
- 2.2.3 Students in recent years are less attentive in lessons. Some of them lack learning motivation and most of them generally lack common sense.
- 2.2.4 Students are very interested in playing computer games. Hence, it is very difficult to organize outdoor activities on weekends and after school. Every time the participation rate is rather low.

3. Objectives of Issues to be addressed

- 3.1 To promote the study of geography through active learning.
- 3.2 To maintain good results in public examinations.
- 3.3 To implement the NSS curriculum.
- 3.4 To arouse the interest in the study of geography.
- 3.5 To address the School's major concerns – to teach about the sustainable development of mankind through various topics in geography.
- 3.6 To decorate the Geography Room in the new school campus.

4. Implementation Plan

4.1 Promote the study through active learning:

4.1.1 Fieldtrips, visits or projects will be organized for all levels.

- Form One – A simple field work on land use around the new school campus in Choi Wan will be organized.
- Form Two – Students will be asked to participate in the activities organized by Climate Cool platform or Co-Win of the Hong Kong Observatory. A field work on organic farming will be organized.
- Form Three – Students will be asked to attend workshops on “rich and poor” organized by Oxfam.
- NSS level – Field trips to Ma Shi Chau and/or Luk Keng will be organized for F.4 students and a 2-day field camp at Caritas Chan Chun Ha Field Studies Centre will be organized for F.5 students.
- An overseas fieldtrip may be jointly-organized with History and Chinese History Departments for NSS level students.

4.1.2 Students will be encouraged to participate in various inter-school or public competitions related to the discipline of geography e.g. HK Geography Olympiad.

4.1.3 Group discussions and role-plays in class followed by presentations.

4.2 Maintain good results in public examinations:

4.2.1 More frequent quizzes will be given in order to raise the students' academic standards.

4.2.2 Students of senior forms will do more written work e.g. doing sample questions (NSS), past papers (AL), and essay writings.

4.2.3 Extra lessons will be given to students of senior forms during holidays or a ninth period during school days occasionally. Lessons will be used for doing map work, exercises or informal tests and students can obtain immediate feedback from teachers.

4.2.4 Question papers of tests and examinations for the past three years will be uploaded to the school intranet so that students can do them at their own pace.

4.3 Implement the NSS curriculum:

4.3.1 Teachers will attend the seminars or workshops related to the NSS curriculum.

4.3.2 Buy library books and teacher references on related topics of the NSS curriculum.

4.3.3 Buy DVDs and teaching resources on related topics of the NSS curriculum.

4.4 Arouse interest in the study of geography:

4.4.1 Newspaper cutting on current issues will be carried out in all forms.

- Form One- one issue per month (no summary needed in the first term; summary of 50 words in the second term)
- Form Two- one issue per month(summary of 70 words)

- Form Three- one issue per month (summary and comments of 100 words)
- NSS level- one issue per month (summary and comments of more than 100 words which must include the causes and solutions related to the issues).
- At the end of each month, five to six students of each class will be randomly selected to give an oral presentation during the lessons.

4.4.2 A talk and exhibition on “Hong Kong Slope Safety” by the Civil Engineering & Development Department (CEDD) of the Hong Kong SAR Government will be organized.

4.4.3 Film shows and field trips will also be organized by geography club and projects through the use of GPS/GIS of a small scale may be done on a trial basis.

4.5 Teach about the sustainable development of mankind:

The sustainable development of mankind can be taught through various topics in geography e.g.

- Form One – urban problems
- Form Two – global warming
- Form Three – deforestation in rainforests
- NSS level – managing rivers and coasts, deforestation in rainforests, sustainable city, global warming, combating famine, etc.
- Advanced level – desertification, climatic changes, urban problems, etc.

4.6 Decorate the Geography Room in the new school campus:

4.6.1 Relevant teaching aids, equipment, maps, satellite images, aerial photos, geography models, etc. will be bought.

4.6.2 A computer room and a geology corner will be set up.

5. Evaluation

Teachers assess students' assignments (including worksheets, workbook exercises, map work, data-based questions, essays, projects, fieldtrip reports, newspaper cutting exercises), tests and examinations.

6. Budget

1.	Subsidy on transportation fee for fieldwork or visit	\$6,500.00
2.	Maps and photos	\$2,000.00
3.	Equipment and teaching aids	\$4,000.00
4.	Photocopy and duplication fee	\$1,500.00
5.	Miscellaneous	\$1,000.00
	Total	\$15,000.00

7. Programme Team

Miss Lok Yuen Kwan (Team Leader)

Miss Liu Pui Ying

Miss Kwan Yim Ling

Mr. Li Chung Man

Mr. Ng Chak Nam

HISTROY DEPARTMENT
PROGRAMME PLAN 2011 – 2012

1. Aims and Objectives

- 1.1 to stimulate interest in, and enthusiasm for, the study of history;
- 1.2 to promote the acquisition of knowledge and understanding of human activity in the past, relating it, when appropriate, with the present;
- 1.3 to help students acquire knowledge so that they can demonstrate their understanding of the major development of our world civilization;
- 1.4 to enable students to master a range of skills so that they can handle historical evidence and make deductions and inferences from them independently. These skills include analysis, synthesis and evaluation. vocabulary, sequencing, comprehension,
- 1.5 to help students acquire the following 3 values and attitudes:
 - 1.5.1 respect the culture and heritage of other communities;
 - 1.5.2 develop a spirit of impartiality and empathic understanding to historical problems and issues;
 - 1.5.3 have a sense of national identity and to become responsible citizens.

2. Review of Present State

2.1 Strengths

- 2.1.1 All our students are band one who have the adequate ability to achieve a higher academic standard. Some even show profound interest on particular topics in history.
- 2.1.2 Our teachers are very co-operative and helpful. We have many opportunities to share our teaching experience after school hours.
- 2.1.3 Our panel is relatively small. It allows better communication and it is easier to reach unanimous agreement.
- 2.1.4 Adequate fund is allocated by the school authority to buy all the necessary teaching aids and resources for our panel.

2.2 Weaknesses

- 2.2.1 Although our students are of good academic ability, they do not have high English standard. To some of them, learning history in English is a difficult task.
- 2.2.2 It seems that most of the boys prefer science than arts. They do not have great interest in learning history.
- 2.2.3 Most students only regard history as an academic subject which they need to pass in their examination. They never bother to go further to appreciate the true value of history learning.
- 2.2.4 Most students have the misconception that history learning is a process of memorizing all the facts and reproducing them during the exam, they fail to realize the importance of evaluation and analysis in learning the subject.
- 2.2.5 The problem of diverse ability is getting more serious.
- 2.2.6 Teachers are not familiar with the new NSS syllabus.

3. Major Issues to be Addressed

- 3.1 to address the major concern of the year: sustainable development for mankind;
- 3.2 to implement the F.4 to F.6 NSS syllabi;
- 3.3 to enhance students' interest in history learning and encourage them to choose history as one of their electives in the upper forms;
- 3.4 to improve the exam skills of students and the exam results.

4. Implementation Plan

- 4.1 To improve the English ability in learning history (all members)
Vocabulary and useful phrases in answering questions will be emphasized; dictation and quizzes will be conducted more frequently to enhance students' awareness on the importance of strengthening English ability in learning history.
- 4.2 Remedial lessons & sharing session (F.7) (LE)
Similar to previous years, remedial lessons will be held for F.7 students from September. A sharing session will also be held in late 2011, some old boys (taking AL History in the past) will be invited to share study strategies and exam technique with the F.7 students, this helps train up students to be more aware of their responsibilities in their own study and their future.
- 4.3 Supplementary lessons (F.6 & F.5) (NC & LE)
Remedial lessons and extra exercises will be offered for the weaker students of F.6 from October and F.5 from February. For F.6 students, a few special sessions for more complicated argumentation and structuring will also be held for the more able students, while some sessions of basic elaborative skills and the use of key words/ phrases will be held for the less able ones.
- 4.4 History project (F.1 – F.3) (all members)
The themes of the projects from F.1 to F.3 are 'international conflict and cooperation' and 'progress of human civilizations,' focused on the physical and spiritual sustainability of the mankind in history such as the conservation of the natural environment, appropriate development of technology, and uphold of essential values. Students will better understand our (and human's) contributions and duties to the sustainability of the mankind through in-depth studies in wars/ attempts to make peace/ efforts in international cooperation/ major achievements in human civilization within their history course. Like previous years, they will be asked to present their results in various forms such as postcard, drawing, and letter-writing.
- 4.5 Mini-research (SBA of F.4 & F.5) (LE & NC)
F.5 students, after confirming their topics in F.4, will continue to work on their research, i.e., reading deeply on the topics chosen, gathering and analyzing sources, and writing up. They are encouraged to consult more reference books to verify their materials instead of just acquiring information from the internet. Progress will be duly checked.
Like previous years, F.4 students will be asked to read extensively and select their topics of interest for the mini-research. Their ideas of various topics will be discussed with and moderated by teachers. Initiate findings on the topics will be presented in front of the class in the end of the academic year.

4.6 Study Tour, Fieldtrips & Museum Visits (all members)

Similar to previous years, different types of outings will be organized for students, such as WWII military structures at Wong Nai Chung and Sai Wan, Central and Western Heritage Trail, Lung Yeuk Tau Heritage Trail, historical sites at Stanley, the Hong Kong Museum of History, and study tours outside Hong Kong at Taipei and Keelung, Macau, and Guangzhou. This year, fieldtrips in Hong Kong will focus more on the revolutionary activities of Sun Yat-sen to commemorate the centenary of the 1911 Revolution. Sheung Wan district, Sun Yat-sen Memorial Museum and the Colonial Cemetery will be the tentative sites for visits. The tentative study tour overseas will be organized jointly by the History, Chinese History and Geography Departments. The proposed destinations are Macau, Taiwan, Kaiping or Fujian.

4.7 Proposed Extra-curricular Activities

Proposed Date	Activity	Teachers Responsible
Sep/Oct 2011	Debate on a historical issue for the F.5 history students	NC, LE
Oct/Nov 2012	Session on Political Cartoons for F.6 students	NC, LE
Oct/Nov 2012	Half-day fieldtrips for F.7 & F.5 history students: Visit to Heritage Sites in Hong Kong	LE
Nov 2011	Visit to the Hong Kong Museum of History for all F.1 students	SY, FY
Mar/Apr 2012	Tentative Study Tour: Visit to Historical sites outside Hong Kong, e.g. Macau, Taiwan, Kaiping or Fujian	LE, NC
Apr/May 2012	Fieldtrip for F.4 history students and other interested students: Visit to Museum or Heritage Sites in Hong Kong	LE, NC, YW
Apr/May 2012	Fieldtrip for F.5 history students and other interested students: Visit to Heritage Sites in Hong Kong	LE, YC
Apr/May 2012	Session on Political Cartoons for F.5 students	NC, LE

5. Method of Evaluation

- 5.1 Teachers concerned are expected to report the progress of the suggested activities in the 2nd and 3rd history panel meetings which will be held in Jan/ Feb and July 2012 respectively
- 5.2 Evaluate on the performance of the students in both internal and external examinations
- 5.3 Evaluate students' performance through book inspection and lesson observation
- 5.4 Keep a clear record of the number of students who participate in the training sessions and the remedial lessons
- 5.5 Evaluate students' performance in the visits /excursion

5.6 Evaluate students' performance in their projects on history

6. Budget

Items	Amount
Stenciling / photocopy	\$600.00
Coach fare for visits / excursion	\$3,000.00
Prizes for projects	\$400.00
Teaching aids: videos, reference books, etc	\$1,500.00
Miscellaneous	\$500.00
Total	\$6,000.00

7. Programme Team

Miss Choi Suk Yan
Mr Lee Cheuk Wai
Miss Lo Wing Yan
Mr Ng Chak Nam
Miss Wong Fung Yee
Mr Yeung Chiu Yung

**INTEGRATED SCIENCE DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Objectives

- 1.1 To develop students' basic knowledge and skills in science
- 1.2 To arouse students' interests in science and technology
- 1.3 To develop in students an appreciation of science and its applications to our daily life
- 1.4 To develop students' curiosity in science
- 1.5 To develop the students' ability to inquire and solve problems
- 1.6 To let students recognize the usefulness and limitations of science and the interactions between science, technology and society and to develop an attitude of responsible citizenship, including respect for the environment and commitment to the wise use of resources
- 1.7 To develop and reinforce values and attitudes through the study of science
- 1.8 To appreciate and understand the evolutionary nature of scientific knowledge

2. Review of present state

- 2.1 Strength
 - 2.1.1 Most students are interested in science.
 - 2.1.2 There are many young and energetic teachers in the department. They are very devoted to the teaching.
 - 2.1.3 There are a lot of IT supports such as eBook, PowerPoint files, movie clips and ETV programmes for students to learn.
- 2.2 Weakness and Change
 - 2.2.1 Some F.1 students who are not yet fully compatible with EMI teaching may have difficulties in reading the text materials and expressing themselves in English.
 - 2.2.2 There is a lack of good reference books for IS in Hong Kong.
 - 2.2.3 There are more students of lower academic ability. Teachers have to put more effort in teaching them. Difficulties arise when we cater for learner diversity.
 - 2.2.4 There will be 4 periods in each cycle for F.3 and F.1. The syllabuses have to be cut owing to the time constraint.

3. Objectives of Issues to be addressed

- 3.1 To interface junior secondary science curriculum with NSS science curriculum
- 3.2 To arouse students' interest
- 3.3 To cater for learner diversity
- 3.4 To enhance teaching and learning through teachers' sharing meetings
- 3.5 To enhance teaching and learning through eClass platform
- 3.6 To promote students' project skills through projects
- 3.7 To encourage students to be more engaged in doing experiments
- 3.8 To set up new arrangement for F.3 Science curriculum

4. Implementation plan

- 4.1 Seed Project
As creativity, critical thinking, communication, problem solving and scientific

process skills are fundamental in helping students to acquire and apply knowledge in science, our 'Seed Project' includes the data analysis skill and '3C1P' training as well as writing learning journal.

Specific activities will be arranged for F.1 and F.2 students to develop their scientific mind. Some of these activities will be selected and students will be asked to write a learning journal on them. Through writing learning journal, they can improve their language skill and have more engagement in the learning process.

4.2 Reading programme

Reading exercises will be provided for students. The articles show interesting topics or daily issues to arouse students' interests. This reading programme let students learn science in a more interesting way.

4.3 Data presentation skill

Data presentation skill will be taught in F.1. The skill will be reinforced in F.2. The students will be taught how to present data in a correct and accurate way after experiments and scientific investigation.

4.4 Catering for learner diversity

Some extras will be taught to the gifted students while some remedial activities will be held for the weaker ones. I.S club will organize some activities for the gifted students. Some simple worksheets will be prepared for the weaker students. After tests and examinations, the students who failed will attend a remedial lesson or test.

4.5 Teachers' sharing meetings

Some teachers' sharing meetings will be held to discuss the teaching skills and experience of teaching.

4.6 To enhance teaching and learning through eClass platform

Teachers are encouraged to teach and give exercises to students through the eClass platform. The students should try to hand in their exercises through the platform.

4.7 Project learning

Students are requested to do one project within the school year. It helps training their project skills and students have the chance to apply their skills in learning science. Students may be asked to give oral presentation for the projects.

4.8 TAS for experiments

Teachers' assessment scheme for experiments will continue to encourage students to be much more engaged in their experiments. It was found that students showed more responsibility and did the experiments more carefully. The breakage and accident record can be reduced.

4.9 New arrangement for F.3 curriculum

The topics 'Food and Digestion' and 'Metals' will be taught in more details. Supplementary notes will be provided for the students. The topic 'Total internal reflection' will be taught.

- 4.10 Science week
A science week will be held in the second term. The objective is to raise the students' interests in science.
- 4.11 Environmental talks and tour
At the beginning of the school year, teachers will be taught about the environmental facilities in the new campus. They will arrange environmental talks and tour for their students. This helps to familiarize our students about the new facilities and promote their sense of environmental protection.
- 4.12 Enrichment science talks
There are some topics in the textbook such as living organisms, water and solvent. These topics are interesting and important. However, due to the insufficiency of time, they are not taught in the F.1 syllabus. A talk will be held in the school hall to give them some basic knowledge about these topics.
- 4.13 Junior Science Olympiad
Several brilliant students will be selected for training to take part in the Junior Science Olympiad. All three science department (Phy, Chem, Bio) gives full support to this programme. Teachers of the three departments will help to train the students for the competition.

5. Evaluation and Performance indicator

- 5.1 Seed Project
A seed project will be carried out in Form 1 and 2.
About 6 activities will be arranged for students. The students will complete the tasks given and are asked to write a learning journal on the tasks. A booklet will be used to record the students' work. The booklet will be kept and passed on when they are promoted to the higher forms.
- 5.2 Reading programme
Students have to finish at least two pieces of reading exercises. Teachers will discuss with the students and give feedback on the students' answers.
- 5.3 Data presentation skill
Data presentation skill will be taught in F.1. A piece of notes will be prepared and distributed to the students. To reinforce the skill in their F.2, a piece of exercise on data presentation will be prepared for them. Questions related to this skill will be set in the tests and examinations to check the students' understanding.
- 5.4 Catering for learner diversity
I.S club will organize 2 or more activities for the gifted students. These activities may cover the topics which have not been taught in F.1 to F.3. Worksheets may be given to check their understanding. Simple worksheets will be prepared for the weaker ones. Teachers will check the students' work and give appropriate assistance to the students. After tests and examinations, the students who failed will attend re-test. They should get a pass in the re-tests after the remedial work.

- 5.5 Teachers' sharing meetings
One teachers' sharing meeting will be held each term. In the meetings, teachers will discuss with others on the skills and experience of teaching.
- 5.6 To enhance teaching and learning through eClass platform
Teachers are encouraged to teach and give exercises to students through the eClass platform. They should try to give exercises to students through eClass. Department head will supervise and give assistance to the teachers who have difficulties in managing the eClass platform.
- 5.7 Project learning
One project will be held in each form. Students will hand in their work. Teachers will check the work and give feedback to the students. Students may be asked to give oral presentation for the projects as well. Peer assessment can be adopted for the project presentation. To assess their performance, one to two bonus marks will be granted to them.
- 5.8 TAS for experiments
Marks of TAS will be contributed to the results of the second term test. The weighing is 10%.
- 5.9 New arrangement for F.3 curriculum
The topics 'Food and Digestion' and 'Metals' will be taught in more details. The topics 'circulation' and 'crude oil' will be cut. Supplementary notes will be provided for the students. The topic 'Total internal reflection' will be taught as well as 'Reflection' and 'Refraction'.
- 5.10 Science week
A science week will be held in the second term. There will be some related experiments, activities and talks in the programme. The club chairmen of the three clubs: physics, chemistry and biology will be responsible for the activities. The club advisors will give advice to them.
- 5.11 Environmental talks and tour
At the beginning of the school year, teachers will be taught about the environmental facilities in the new campus. They will arrange environmental talks and tour for their students. Teachers will spend 1 IS lesson to introduce the students of the facilities and teach how to use them properly. They will also teach the students to love our environment
- 5.12 Enrichment science talks
There are some topics in the textbook such as living organisms, water and solvent. These topics are interesting and important. A talk will be held in the school hall for all Form 1 students. This will be held in one Saturday morning.

5.13 Junior Science Olympiad

Several brilliant students will be selected for training to take part in the Junior Science Olympiad. These students will be selected according to their first term test performance and by observation. They will be trained after school for the competition.

6.

Time schedule

Implementation Plan	Objectives	Period
4.1	3.1, 3.2, 3.6	9/2011 - 6/2012
4.2	3.1, 3.2	9/2011 - 6/2012
4.3	3.1, 3.2	9/2011 - 6/2012
4.4	3.3	9/2011 - 6/2012
4.5	3.3, 3.4	9/2011 - 4/2012
4.6	3.5	9/2011 - 6/2012
4.7	3.1, 3.2, 3.6	9/2011 - 6/2012
4.8	3.2, 3.7	2/2012 - 6/2012
4.9	3.8	9/2011 - 6/2012
4.10	3.2	4/2012
4.11	3.2	9/2011
4.12	3.2	4/2012
4.13	3.2	11/2011 – 6/2012

7. Budget

Expenditure

1. Teachers' Reference Books	\$1,000.00
2. Laboratory Equipment	
(a) Chemicals	\$4,000.00
(b) Glassware	\$2,000.00
(c) Equipment	\$4,000.00
(d) Consumable materials	\$10,000.00
3. Photocopy of exercises/notes	\$1,000.00

Total expenditure: \$22,000.00

8. Department Members

Mr. Wong Chi Keung (Department Head)
Mr. Lam Hei Tat (Assistant Department Head)
Mr. Chung Tat Chi
Mr. Kwong Wai Shing
Miss Yuen Sze Nga
Mr. Yu Cheuk Fun
Mr. Yung Lit Hung
Mr. Cheung Shi
Mr. Cheung Hoi Cheung

通識教育科

2011-2012 年度工作計劃

1. 本科宗旨

高中通識教育科旨在幫助學生：

- 1.1 對不同情境中（例如文化、社會、經濟、政治及科技）經常出現的當代議題作多角度思考；
- 1.2 成為獨立思考者，能夠適應個人和社會環境的不斷轉變情況而建構知識；
- 1.3 培養與終身學習有關的能力，包括批判性思考能力、創造力、解決問題能力、溝通能力和運用資訊科技能力；
- 1.4 建立正面的價值觀和積極的人生態度，使他們成為對社會、國家和世有認識和負責任的公民。

2. 本年度目標

- 2.1 全面推行新高中通識科課程
- 2.2 推行獨立專題探究
- 2.3 發展學與教資源
- 2.4 學生了解人類的可持續發展，以回應學校本年度的關注項目

3. 策略

3.1 推行新高中通識科課程

- 3.1.1 科任老師利用各種素材，靈活設計教學活動，引導學生探究當代議題。並通過合適的議題，讓學生了解人類的可持續發展；例如在單元二（今日香港）中探討貧窮問題及文物保育的爭議；在單元三對（現代中國）中探討環境問題持續發展的影響。
- 3.1.2 引導學生寫筆記，以培養積極的學習習慣。
- 3.1.3 因應同學的學習階段，利用課堂活動及課業，培養學生的學習能力，包括分析文本資料、數據及漫畫；利用分析框架從不同角度（正反、持分者、不同向度）分析議題。
- 3.1.4 視乎不同年級之課程進度，安排合適活動以配合單元學習。例如：

中四級	一次講座及/或一次校外活動
中五級	一次講座或校外活動
- 3.1.5 發展及完善校內評量機制；加強中六級之應試練習，以準備同學應付首屆中學文憑試。

3.2 獨立專題探究

- 3.2.1 科任老師根據本校之《獨立專題探究行事曆》，引導學生進行獨立專題探究；鼓勵學生根據行事曆規劃自己的工作，以培養他們的自律性及自學能力。視乎同學的進度及需要，指導老師可作個別輔導。
- 3.2.2 引導同學建立探究歷程記錄，妥善保存習作及老師回饋／評估的證據。

- 3.2.3 繼續發展評估機制，包括過程分之評估活動、評分標準；課業分之標準化程序等。
- 3.2.4 發展校本教材及設計一系列之課堂活動，冀能更有系統地引導學生進行獨立專題探究。

3.3 發展學與教資源

- 3.3.1 繼續購買合適之參考書及多媒體資源，供老師及學生之用；訂閱合適之報章、雜誌及期刊。
- 3.3.2 各老師搜集各種教學素材，適時更新校本教材庫。
- 3.3.3 各老師繼續出席相關之講座、研討會及培訓課程。

4. 財政預算

參考書	\$ 4,000
多媒體資源	\$ 4,000
活動經費	\$10,000
影印	\$ 3,000
雜項	\$ 2,000
合共	\$23,000

5. 科組成員

關艷玲老師 (科主任)	羅綺雯老師
鄭秉華老師	梁淑蓮老師
陳椿偉老師	駱婉君老師
周幸嫻老師	吳澤楠老師
許志權老師	楊釗墉老師
單家輝老師	楊嘉華老師

**MATHEMATICS DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Purpose

- 1.1 This programme is to introduce to the students some basic mathematical concepts, to continue the development of numeracy, and to help the students to acquire and apply the skills.
- 1.2 It aims at providing more experience with a wide variety of mathematical methods, introducing a general sense of the pattern, nature and power of mathematics both as a tool and as part of our cultural heritage.
- 1.3 It also aims at training students to think logically, to reason deductively and inductively and providing a basis for further work and studies.

2. Review of Present State

- 2.1 Strengths
 - 2.1.1 Good student intake.
 - 2.1.2 Most students have good study attitude.
 - 2.1.3 Most students are responsible, independent and helpful.
 - 2.1.4 Students are generally interested in Mathematics.
 - 2.1.5 The study atmosphere in school is good.
 - 2.1.6 Teachers are patient, enthusiastic and hardworking.
 - 2.1.7 Team spirit among Mathematics teachers is high.
- 2.2 Weaknesses
 - 2.2.1 Students need time to adjust as EMI is used.
 - 2.2.2 Some students cannot master a correct and effective approach in learning Mathematics.
 - 2.2.3 Some students depend too much on their Mathematics teachers.
 - 2.2.4 Broadening the banding of new F.1 students increases the difference in abilities.

3. Objectives of Issue to be Addressed

- 3.1 Broaden students' knowledge in Mathematics.
- 3.2 Improve the problem solving skills and the analytical power of students in Mathematics.
- 3.3 Raise students' interest and motivation in learning by using Information Technology.
- 3.4 Train the leadership and organization power of students.
- 3.5 Train students to love logical thinking, to accept careful work as important and to accept challenging work.
- 3.6 Cope with the school major concerns.

4. Implementation Plan

- 4.1 Organize Mathematics Olympiad for F.1, F.2 and F.3 students.
- 4.2 Organize Interschool Invitational Mathematics Competition.
- 4.3 Train students who have keen interest in Mathematics.
- 4.4 Encourage interested students participate interschool Mathematics competitions and other competitions such as interschool project competitions. Students are trained to work independently, logically and creatively.
- 4.5 Organize Mathematics activities by Mathematics Club.
- 4.6 Arrange remedial program to new F.1 students in the summer vacation.
- 4.7 Train new F.1 students with higher ability in the summer vacation.
- 4.8 Prepare remedial teaching to less able students.
- 4.9 Use computer software such as GeoGebra, Sketchpad, Graphmatica and Microsoft Excel to teach topics such as geometry, coordinates geometry, curve sketching, linearly programming, statistics and sequence, etc.
- 4.10 Use mathematical web-site through internet and TV programs in teaching to raise the effectiveness of teaching and students' motivation.
- 4.11 Assign periodic supplementary exercises on algebra to F.2 to consolidate students' manipulation skills.
- 4.12 Choose suitable NSS exercise books for S5 and S6 students to prepare for HKDSE.
- 4.13 Introduce some materials outside the examination syllabus to broaden students' knowledge such as "proving $\sqrt{2}$ to be irrational by contradiction" in F.4, etc.
- 4.14 Add more materials in the teaching syllabus of the challenge class.
- 4.15 Put emphasis on teachers' development by organizing lesson study on teaching strategies for different forms.
- 4.16 Introduce the importance of sustainable development for mankind through daily teaching. The concepts will be emphasized in teaching suitable topics such as growth rate.
- 4.17 Evaluate the teaching sequence of NSS Mathematics Curriculum of F.4 to F.6.
- 4.18 Discuss the feasibility of installing and purchasing suitable teaching aids in the new school campus to cope with students' need.

Note: Higher form students will help run the programs 4.1 to 4.7.

5. Evaluation

- 5.1 Observe the participation of students in Mathematics Olympiad.
- 5.2 Observe the result in Hong Kong Mathematics Olympiad.
- 5.3 Observe the atmosphere in Sing Yin Invitational Mathematical Competition.
- 5.4 Observe the participation of students in interschool project competitions.
- 5.5 Observe the atmosphere and the participation of training sessions.
- 5.6 Test the ability of students after training.
- 5.7 Observe the smoothness of programs organized or helped by higher form students.
- 5.8 Observe the classroom atmosphere and students' participation when Information Technology is used.

- 5.9 Observe the classroom atmosphere and students' participation when teaching enrichment materials.
- 5.10 Observe the results of those students having remedial works.
- 5.11 Observe the atmosphere of lesson study on teaching strategies and the feedback from colleagues after teaching the topic which has been discussed.
- 5.12 Observe the classroom atmosphere and performance in tests and examinations to determine whether the teaching sequence of the NSS curriculum is feasible and the students can follow.
- 5.13 Observe the atmosphere and response of students in introducing the concepts of sustainable development for mankind.
- 5.14 Observe the classroom atmosphere and students' participation when using new teaching aids in the new school campus.

6. Budget

6.1	Photocopy and duplication fee	\$2200
	- essential materials for students such as past examination paper	
	- training materials for Interschool Mathematics Competitions	
6.2	Prizes of Mathematics Olympiad for F.1, F.2 & F.3	\$1000
6.3	Interschool Mathematics Competitions	\$1000
6.4	Reference books	\$1500
6.5	Teaching Aids	\$1000
	Total	\$6700

7. Programme Team

Mr. Lau Wai Hung (Chairman)
 Mr. Chung Tat Chi (Vice-Chairman)
 Mr. Sin Ka Fai (Assistant Head (F.4 – F.7))
 Mr. Poon Wai Cheong
 Mr. Ho Sai Ping
 Mr. Kwong Ka To
 Mr. Kwong Wai Shing
 Mr. Lam Hei Tat
 Mrs. Lin Wu Suk Han
 Mr. Tsang Chi Kin
 Mr. Wong Chi Shing
 Mr. Cheung Hoi Cheung
 Mr. Cheung Shi

倫理及公民教育科 2010-2011 年度工作計劃

1. 目的

- 1.1 開拓學生靈性的領域，介紹基督徒的價值觀與信念，以及生命的意義。
- 1.2 讓學生明白人與人之間的合理秩序，道德關係和應當遵守的行為準則。
- 1.3 使學生認識個人作為公民與家庭、鄰里社會、地區社會、民族國家以至世界的關係，培養積極的態度和價值觀。
- 1.4 使學生認識本港社會的特色，及了解民主、自由、平等、人權與法治精神的重要，並在生活中實踐出來。
- 1.5 培養學生批判性思考的素質及解決問題的技能，使他們能用客觀的態度去分析社會及政治問題，並能作出合理的判斷。
- 1.6 幫助學生對性有正確全面的認識，從而培育出學生對兩性持尊重的態度。

2. 現況分析

2.1 有利條件

- 2.1.1 校方支持及信任。
- 2.1.2 財政充裕。
- 2.1.3 社會人士普遍認同公民教育的重要性。
- 2.1.4 很多機構提供不同活動，讓學生參與。

2.2 面對問題

- 2.2.1 本科乃非學科，學生不太認真。
- 2.2.2 本科的成果較難量度。
- 2.2.3 本科需注意頗多突發事件，教學資料常要更新。
- 2.2.4 不良社會風氣 - 多抱怨、多批評；少欣賞、少感恩。

3. 本年度目標

- 3.1 配合學校本年度關注目標：「人類的永續發展」、「完善新校園」、「落實新高中課程」。
- 3.2 重新安排早晨彌撒和加強學生對彌撒的認識。
- 3.3 關注青少年使用社交網站 facebook「面書」的現象。

4. 施行計劃

- 4.1 開學祈禱會的主題為「人類的永續發展」

教宗本篤 16 世在 2010 年元旦發表題為「欲締造和平，須守護宇宙萬物」的世界和平日文告：(一)促請世人避免陷入戰爭衝突、蹂躪人權的恐怖及暴力行為；(二)各國政府與國際組織體認人類和睦共處與尊重大自然乃息息相關之理念。教宗洞悉人類可能面臨種種危機，故特別提醒我們自然環境乃是造物主賜給每個人的恩典，享用的同時必須對全人類，尤其是對貧窮者及後代子孫負責。人類得以代代幸福的生活在地球上，倡導自律與道德是主要的，同時發展綠色能源，或許這才是永續發展的核心。

- 4.2 下學期開學禮將會安排有關「人類的永續發展」這個主題的講座，校長會就此題目發表演說。
- 4.3 新校的聖堂得蒙教友贊助，佈置和設計莊嚴聖潔，地方較舊校之聖堂大許多，約可容納 90 人，故今年要重新規劃如何善用新聖堂。
- 4.4 今年是新高中學制施行第 3 年，新高中中五和中六級會使用徐錦堯神父所著之課本--《新民》，有關老師必須留意課程綱要的調動及與其他老師交流教學心得。
- 4.5 教導學生小心使用社交網站 fb「面書」。美國有視電視新聞網(CNN)報導，分析 fb「面書」一些按讚(Like)行為，用戶的私隱資料有可能會洩漏。另外，誤用「面書」的話，有可能干犯刑事罪行，例如：兩名英國青年利用 fb「面書」鼓吹上街鬧事，被控煽動別人上街騷亂罪，遭重判 4 年。以上內容可加插在中四級 X 宗罪課題。
- 4.6 九月遷校後，本科組須跟進小聖堂的裝修。另外，設計和佈置學校的外牆走廊，例如擺放一些宗教性的掛飾、海報和聖像。
- 4.7 參考全年工作計劃。

5. 評估

- 5.1 本科成績來自：功課／專題研習／小測／課堂表現／網上學習紀錄
- 5.2 與社區服務組和天主教同學會，籌辦學生參與社會服務和課外活動，例如：
 - 5.2.1 探訪長者或智障人士探訪長者或智障人士。
 - 5.2.2 到世界各地遊學。
 - 5.2.3 參加義工服務，例如明愛賣物會。
 - 5.2.4 賣旗活動(一年 30 人次)。

6. 財政預算

收入

學校津貼	\$18000
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支出

工作坊費用/活動費用	\$13000
交通費	\$1500
教師參考資料	\$500
視聽教材 / 教育光碟	\$500
獎品	\$500
教具	\$500
其他	\$1500

共 \$18,000

4.7: 2011-2012 年度全年工作計劃

	九月	十月	十一月	十二月	一月	二月	三月	四月	五月	六月	七月	八月
講座 / 活動	開學禮儀：人類的永續發展 MP(IC),LC HY,LH,, TK, Ms Choi	廉署講座,	交通安全講座 NM(F.1)	聖誕彌撒 MP(IC), HY,TK, LH,LC,M s Choi	「人類的永續發展」講座 校長	智慧理財講座 HY(F.4)		工作坊 LH(F.5)		工作坊 LY(F.1)		
校外活動				參觀高等法院 TK MP (F.6)	參觀高等法院 TK,MP(F.6)		服務弱能人士/長者 LC(F.5)	旁聽立法會大會 MP,LH (F.5)	旁聽立法會大會 MP,LH (F.5)			
制定進度表	全體											全體
本科會議	全體				全體						全體	
查閱學生習作				MP					MP			
紀錄及評估										全體		
更新本系紀錄											MP	
點存教學資源					MP						MP	
聯誼活動					全體						全體	
觀課									MP			
早晨分享	LC											
金句反省(黑板)	LC											
早晨彌撒	LC(IC)	LC/CC/ NM										
Katso Board	NM(IC)											
早晨領禱	LY(IC)	CC/HY										

MUSIC DEPARTMENT PROGRAMME PLAN 2011 ~ 2012

This programme is for Secondary one to three.

1. Purposes

- 1.1 To present the art form of music to pupils through listening and practical experience.
- 1.2 To promote the interesting classical music through appreciation and performance.
- 1.3 To provide relaxation and to relieve tension from the school curriculum.
- 1.4 To guide pupils to develop a lifelong interest in music.

2 Review and present State

- 2.1 Strengths
 - 2.1.1 Most students show interest in pop music
- 2.2 Weakness
 - 2.2.1 Tables and chairs in music room are not suitable for music lessons. They hinder the rhythmic movement needed in lessons.
 - 2.2.2 Some students participate actively in class because the tables and chairs are too closely placed.
 - 2.2.3 Space for activity is limited. The percussion instruments of Brass Band are placed in music room and they distract the attention of the students.
 - 2.2.4 Students regard music as just singing and listening pop music, they do not have the knowledge taught in the music lessons.
 - 2.2.5 The music atmosphere in school is weak. Most students do not have the formal instrumental and vocal training.
 - 2.2.6 There is general ignorance of current musical events happening in Hong Kong besides Hong Kong Pop Music
 - 2.2.7 Most students stick to the interest in pop music only.
 - 2.2.8 There is a lack of support from parents. When some good concerts are introduced and recommended to the students, usually no response is received. Even there are good concerts free of charge, the students will ask for transportation fee provided by the school.
- 2.3 Changes and needs
 - 2.3.1 Various instrumental training classes were organized in the last academic year. In order to fulfill the goal of organizing an orchestra, Brass and String bands will recruit new members as usual.
 - 2.3.2 The hymn choir will begin their third year of operation

3 Objectives and Issue to be Addressed

- 3.1 Pupils should receive more training in fundamental singing skills and the basic rudiments of music.
- 3.2 Pupils should be provided with general knowledge to appreciate music covering the Baroque, Classical, Romantic and Modern eras.

- 3.3 Pupils should be encouraged to receive training in playing various musical instruments, in order to maintain Brass Band and String Band.
- 3.4 Pupils should be trained to develop a stronger sense of creativity and a keener interest in appreciation of different kinds of music.

4 Implementation Plan

	Objective	Description
4.1	3.1/3.2	Songs and music of different periods, regions and styles will be taught.
4.2	3.1	Choral and vocal singing will be promoted through choir training.
4.3	3.2	Listening to music of different cultures and styles will be introduced in class to develop a sense of respect for different cultures and styles and to listen to and understand them from different perspectives.
4.4	3.2/3.4	Music contests will be organized to improve all-round performing skills and appreciation.
4.5	3.3	Instrumental classes will be continued. Tutors will be come to school to give lessons after school.
4.6	3.3/3.4	Trainees of better standard will be selected into the band and participate in Hong Kong Music Festival and give performance at ceremonies.
4.7	3.4	Opportunities will be seized to bring students to attend concerts organized by, for example, Hong Kong Philharmonic Orchestra or Hong Kong Chinese Orchestra.

4.8 Related Activities

Time Scale	Programme	Action Group
August, 2011	Instrumental performance for recruit F.1 students	Teacher-Advisor and Tutors
Sept. 2011	Recruiting instrumental classes members	Band Advisors and Tutors
Sept.2011~2012	Brass and String Instrumental classes	Advisors and Tutors
Sept.2011~2012	Regular hymn choir practice	Advisor
Oct 2011	Music Appreciation	Teacher-advisors and music club
Nov. 2011	Brass band /String Band /Orchestra to prepare for performance in prize Giving Day	Advisors and Tutors
Nov 2011	Music Appreciation	Teacher-advisors and music club

Nov. 2011	Music Contest (Heats)	Teacher-advisors and Music Club
Dec. 2011	Music Contest (Final)	
Feb. 2012 ~ March 2012	Hong Kong School Music Festival	Advisors and Tutors
May 2012	Brass band /String Band /Orchestra to prepare for performance in Graduation Ceremony	Advisors and Tutors
May 2012	Music Appreciation	Teacher-advisors and music club
June 2012	Music Appreciation	Teacher-advisors and music club
July 2012	Music Appreciation	Teacher-advisors and Music Club

5 Evaluation

	Achievement	Method
5.1	Students' abilities in singing techniques	Examination results and observation
5.2	General Music knowledge of students	
5.3	Students' abilities in music appreciation	Observation
5.4	Students' progress in learning in instrumental classes	Observation and tests, results in HK School Music Festival and grading in Royal School of Music

6 Budget

6.1	Teaching Aids	
6.1.1	Compact disc, Video Compact and DVD	\$3,000.00
6.1.2	Instruments	\$2,500.00
6.2	Teacher's Reference	\$1,000.00
6.3	Miscellaneous	
6.3.1	Prizes	\$2,000.00
6.3.2	Stationery	\$500.00
		<u>\$9,000.00</u>

7 Programme Team

Miss Wong Fung Yee (Music Activities Coordinator)
Ms Ng Lo Mei Fong (i/c String Band and classical Guitar Club,
Asst. i/c Music Club)
Ms Lo Yee Man (i/c Bras Band)
Mr. Yu Cheuk Fun (Asst. i/c Music Contest, i.c. LunchConcerts)
Mr. Ho Sai Ping (i/c Music Contest, Music Activities Adivsor)
Ms Lee Yuen Yuk (Subject Head, i/c Music Club)

**PHYSICAL EDUCATION DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Purpose

1.1. Junior Form

- 1.1.1. To enable students to acquire knowledge, techniques, skills and to cultivate aesthetic appreciation in a variety of selected physical activities.
- 1.1.2. To enable students to understand the relationship between physical activity, physical fitness and general health.
- 1.1.3. To enable students to know the English name of sport apparatus, equipment and venues.
- 1.1.4. To introduce pupils to a wide spectrum of challenging and recreational activities.
- 1.1.5. To encourage the development of sportsmanship.
- 1.1.6. To enable students to develop an awareness of safety and responsible participation in a variety of selected physical activities.

1.2. Senior Forms

- 1.2.1. To encourage students to concern more about the relationship between physical fitness and general health.
- 1.2.2. To introduce to students the basic knowledge and skill of first aid.
- 1.2.3. To promote a lifelong participation and appreciation in physical activity.
- 1.2.4. To develop sports as a leisure time pursuit.
- 1.2.5. To enable them physically prepared for their future career.

2. Review of Present State

2.1. Strength

- 2.1.1. Teachers in the department are qualified with physical education certificates or related degree.
- 2.1.2. Teachers are enthusiastic and willing to take different courses to update their knowledge in respective fields.
- 2.1.3. Students are provided with a variety of activities to choose from so they will take part in their favorite sports more actively.
- 2.1.4. Students are very actively involved in the sports events organized by various sports clubs.
- 2.1.5. Students are eager to learn in P.E. lessons.

2.2. Weakness

- 2.2.1. Form one students are usually physical less fit and lack of knowledge in various kinds of sports.
- 2.2.2. Space for physical activities after school is not enough.
- 2.2.3. Studious students are too exam-oriented in senior forms due to examination pressure.

- 2.2.4. The playgrounds for P.E. lessons are not enough, students are required to have lessons outside school.
- 2.2.5. The playgrounds for various sports are below standard.
- 2.2.6. The changing room is too small.

3. Objectives of Issues to be Addressed

- 3.1. To enhance students' awareness towards the values of sports.
- 3.2. To enhance students' awareness towards the values of health.
- 3.3. To enhance students' appreciation in sports.
- 3.4. To enhance students' sense of responsibility through sport activities.
- 3.5. To encourage students to adopt a health lifestyle with regular exercises.
- 3.6. To train students' leadership.
- 3.7. To improve the physical fitness of students.
- 3.8. To broaden their knowledge of various kinds of sport activities.
- 3.9. To raise the status of students with outstanding performance in sports.

4. Implementation Plan

	Event	Date of Start	Date of Completion
4.1	School Physical Fitness Award Schemes will be jointly organized by Physical Education Department and Health and safety Group.	Sept, 2011	June, 2012
4.2	To provide opportunity for selected students to assist in school team training.	Sept, 2011	June, 2012
4.3	To select some capable students to attend sport training course or leadership course.	Oct, 2011	June, 2012
4.4	To conduct physical fitness tests for students.	Dec, 2011	June, 2012
4.5	To organize volleyball training course for students	March, 2012	June, 2012
4.6	To organize quizzes about various kinds of sports for students.	Apr, 2012	June, 2012
4.7	To provide video show about various kinds of sports.	May, 2012	June, 2012
4.8	To organize a series of exhibitions about sport injury as well as sports and health.	June, 2012	June, 2012

The three P.E. teachers carry out all plans.

5. Evaluation

- 5.1 To record the number of students taking part in the quizzes.
- 5.2 To compare the performance of students in fitness tests.
- 5.3 To observe smoothness of the club activities conducted by the club chairman or leader.
- 5.4 To observe the attitude of students toward sports.

- 5.5 To observe students' performance in particular sports.
- 5.6 To observe students' abilities in organizing the activities.
- 5.7 To observe the performance of selected students.

6. Budget

6.1. Replacement and addition of equipment	\$	50,000.00
6.2. Fee for school functions and activities	\$	45,000.00
6.3. Library books	\$	500.00
6.4. DVD, VCD and Magazine	\$	1,000.00
6.5. Reference books	\$	500.00
6.6. Computer software	\$	500.00
6.7. Printing and photocopy	\$	1,000.00
	Total :	\$ 98,500.00

7. Programme Team

Members : Mr. Li Sze Fuk
Mr. Wong Fu Hong
Mr. Ho Sai Ping

PHYSICS DEPARTMENT
PROGRAMME PLAN 2011-2012

1. Aims

To help students

- 1.1 learn the knowledge and methods of Physics,
- 1.2 apply what they have learned to solve problems effectively in their academic study and daily lives,
- 1.3 develop critical thinking,
- 1.4 appreciate the beauty and power of Physics,
- 1.5 deepen their sense of carefulness and safety,
- 1.6 cultivate a respect for facts,
- 1.7 acquire a habit of logical deduction, and
- 1.8 beware of the problems which Hong Kong people or mankind face, and try to solve them by using Physics.

2. Review of Present State

2.1 Strength

- 2.1.1 Our students have good mathematical and scientific aptitude.
- 2.1.2 Our students have high confidence owing to their good results in public exams and in both Hong Kong and International Physics Olympiads.
- 2.1.3 Support for the study of Physics is sufficient, such as laboratory and library facility.
- 2.1.4 Various kinds of toys are available to arouse the students' interest.

2.2 Weakness and Limitation

- 2.2.1 Our students are relatively weak in communication skills, which become increasingly important in the public exams.
- 2.2.2 Our students' family background may not be able to provide them a rich learning environment for Physics.
- 2.2.3 We have five lessons every cycle, and do not have sufficient lessons for NSS Physics.

2.3 Changes and Needs

- 2.3.1 Due to the ceiling effect, it is difficult to improve further. However, we should try our best to maintain the standard of the academic achievement.
- 2.3.2 IT is useful in Physics teaching and learning. Suitable use of IT makes Physics education more interesting, effective and efficient.
- 2.3.3 The NSS has been started for two years. Teachers are learning to find ways to teach effectively.
- 2.3.4 One new member, Mr Cheung, joins our team this school year. It takes time for him to grow in his profession.

3. Objectives

- 3.1 Arouse the students' interest in learning Physics, no matter the materials are out of syllabus or not.
- 3.2 Make use of IT.
- 3.3 Help students feel that Physics learning is challenging and pleasurable.
- 3.4 Keep the students' standard of academic achievement.
- 3.5 Run NSS smoothly.
- 3.6 Improve the students' communication skill.
- 3.7 Help each other grow professionally.
- 3.8 Enhance the teaching environment.

4. Implementation Plan

Plan	Objective	Task	From	To
4.1	3.1	Keep on organizing Modern Physics Course.	Sept. 11	July 12
4.2	3.2	Suitably use IT in lessons.	Sept. 11	July 12
4.3	3.3	Use toys and interesting video clips in lessons.	Sept. 11	July 12
4.4	3.4	Ask the students to finish sufficient amount of work, especially the past papers. Teachers should do regular and frequent check of completion of their work.	Sept. 11	July 12
4.5	3.5	Share how to teach NSS lessons effectively.	Sept. 11	July 12
4.6	3.6	Ask the students to answer essay questions on the blackboard, and then comment on their answers. Detailed marker's comments for exams are required.	Sept. 11	July 12
4.7	3.7	Share informally, write teaching tips and carry out class visit.	Sept. 11	July 12
4.8	3.8	Find out the things needed to be improved.	Sept. 11	July 12

5. Evaluation

- 5.1 More than 40 F.4 & F.5 Sing Yin boys are expected to join the Modern Physics Course willingly.
- 5.2 In this school year, all Physics teachers should use IT in lessons. They should try to use at least 2 websites.
- 5.3 Teachers should try to teach at least 2 topics using toys and 2 topics using video clips respectively.
- 5.4 The credit percentage of AL exam should be about the mean of the previous 3 years, whereas grade 4 or above of DSE should be about 50%.
- 5.5 Sharing sessions should be held throughout the school year.
- 5.6 Sharing sessions among markers will be held to discuss whether the students' communication skill shows improvement or not.
- 5.7 All Physics teachers will observe other's (at least 2) lessons and be observed (at least 2) for a total of at least 8 times this school year. Regular experience sharing sessions will be held. Teaching tips will be recorded.

5.8 Thing needed to be improved should have been informed to the school authority.

6. Budget

<u>Item</u>	<u>Expenses</u>
Photocopying Costs	400
Teachers' Reference Books	200
Computer Based Teaching Material	200
Teaching Aids	200
Physics Equipment	20,000
Consumables	9,000
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	Total 30,000

7. Programme Team

All programmes include four Physics teachers:

Mr. Yu Cheuk Fun (Department Head)

Mr. Yung Lit Hung

Mr. Sin Ka Fai

Mr. Cheung Shi

普通話科 2011-2012 工作計劃

1. 宗旨

- 1.1 訓練學生聽和說普通話的能力，以配合香港政府提倡「兩文三語」之教育政策，俾學生能掌握普通話作為一門實用性之語言技能，增強與人溝通的信心和能力。
- 1.2 指導學生認識普通話的語音、語言知識，以及有關的中國文化。
- 1.3 適當運用資訊科技配合教學，培養學生聽和說普通話的良好態度，並提高學生學習本科的興趣。

2. 目標

- 2.1 同學能有更多聽、說普通話的機會。
- 2.2 同學能運用合適的普通話詞彙及語氣來表情達意。
- 2.3 運用資訊科技教學，以提高同學的學習動機。
鼓勵同學學好漢語拼音，扎實根基，裝備自學能力，為展望未來、挑戰自我、迎接香港與祖國的長足發展作好準備。
- 2.4 透過各校內及校外的普通話活動，除提升同學的普通話能力外，更可增進同學間的友誼及對學校的歸屬感。
- 2.5 配合本年度之關注事項「人類的永續發展」，本科利用與有關同學生活的學習課題，諸如環境保護、文化歷史等，讓同學多從身邊事物出發，學會對地球、社會、大自然、人類的尊重、欣賞及愛護。

3. 現況考慮

3.1 強

- 3.1.1 所有新入學的中一學生於小學時期已有學習普通話，具備一般聽、說普通話的能力。
- 3.1.2 本科選用的教科書附有相當豐富的資訊科技教學材料，而坊間參考書籍與教材亦不難購得。
- 3.1.3 本校設有普通話學會，該學會舉辦之活動，如普通話譯寫比賽、歌唱比賽、問答比賽等，實有助提高同學對本科的興趣。
- 3.1.4 校方大力支持學生參加普通話朗誦比賽，讓他們有更多發揮和學習的機會。

3.2 弱

- 3.2.1 中二、中三每循環週只上課一節，教與學的時間非常不足。
- 3.2.2 個別學生較懶散，上課不易集中精神，回家後又少作溫習，致使學習進度緩慢。
- 3.2.3 有興趣和能力參加朗誦比賽的同學為數不少，然訓練人手不足，影響照顧，而老師的負擔亦沉重。

- 3.3 機
- 3.3.1 不少學生已醒覺到普通話在日常生活中的重要性，故有相當的學習動機。
- 3.3.2 自九七回歸之後，社會各界對普通話的推廣越見重視，各種校外普通話活動亦與日俱增，讓同學有更多機會接觸和學習普通話。
- 3.4 危
- 3.4.1 班中的個別差異很大，不論學生學習或老師施教都要面對不少困難。
- 3.4.2 大部分學生的母語都不是普通話，在日常生活中難有接觸及應用的機會。

4. 執行計畫

執行計劃的方向：

- 4.1 創造普通話語言環境，要求學生在課堂上以普通話作為溝通媒介。
- 4.2 透過多元化及活潑生動的方式，如全班、小組、個別朗讀、對話討論、講故事、繞口令和回答問題等，讓同學每節課均有開聲發言應用普通話的機會。
- 4.3 藉播放普通話歌曲、動畫故事、簡單聆聽練習等，俾學生更多聆聽訓練。
- 4.4 增加課堂漢語拼音的拼讀及拼寫環節，由淺入深，利用練習鞏固，小測評估，讓同學掌握該項基本自學能力。
- 4.5 活動包括以下各項：

普通話科課內活動

計劃活動性質	日期	負責老師
中一至中三名級配合普通話學會進行班內漢語拼音比賽、普通話繞口令比賽、廣普對譯比賽等	不定期	各班任教老師

普通話科課外活動

計劃活動性質	日期	負責老師
1. 校際朗誦節	九月至十二月	本科四位老師分工

普通話學會活動

計劃活動性質	日期	負責老師
1. 招收會員、會員大會	九月、十月	胡迪純老師統籌
2. 普通話點唱站／歌曲欣賞 (在聖言電台點播普通話歌曲)	不定期	
3. 拼音填字遊戲		
5. 普通話粵語對譯比賽		
6. 普通話日/周 (主要為攤位遊戲、歌曲欣賞)	五月	
7. 試後普通話歌唱比賽 (在禮堂進行)	七月	

4.6 活動成效評估：

- 4.6.1 老師觀察同學的課堂學習興趣有否提高。
- 4.6.2 老師觀察同學對普通話課外活動的參與是否積極。

5. 財政預算

項目	支出
1. 教具 (視聽教材等)	\$100
2. 教師參考書	\$300
3. 校際朗誦節報名費資助	\$2250
4. 比賽獎品	\$200
5. 影印	\$100
6. 雜項及物資損耗	\$100
合計：	\$3050

6. 評估方式

- 6.1 本科每學期末為學生作一次成績評估，以等第列示。等第分 A、B、C、D、E、F 六項，A 為最高，等而下之，F 級作不及格論。
- 6.2 本科將分兩方面作成績評估：
 - 6.2.1 平日之表現 — 根據平日之課堂活動或日常習作成績作評估。此外，亦藉對學生平日上課的表現及參與活動的積極程度之觀察，考查學生的學習興趣與學習態度。
 - 6.2.2 小測 — 每學期進行不定期之課堂小測，兼聆聽、譯寫、朗讀、會話各類。

7. 普通話科成員

胡迪純 (科主任)
李昭鳳
孟彩余
許臻怡

**VISUAL ARTS DEPARTMENT
PROGRAMME PLAN 2011 - 2012**

1. Purposes

- 1.1. To formulate measures to cultivate students' creativity, problem-solving ability, observation and tactile experience. Students should enjoy themselves with fun in the process of creation.
- 1.2. To raise the standard of art performance through competition.
- 1.3. To provide opportunities for students to learn from co-operation with others.

2. Review on Present State

2.1. Strengths

- 2.1.1. Teachers in this department are willing to explore the possibilities of art projects.
- 2.1.2. The department keeps a stock of teaching materials including CD-Rom, VCD, DVD, reference books, teaching aids, and model works.
- 2.1.3. A computer, a projector and visualizer in the art room are efficient teaching media.

2.2. Weaknesses

- 2.2.1. Time management during art lessons is a difficult task since it takes very long time to go through theoretical and practical sessions.
- 2.2.2. Some students find it difficult to understand abstract ideas.

3. Objectives of Issue to be Addressed

- 3.1 Students with good performance in Visual Arts should be acknowledged and Visual Arts education should be promoted by setting up the display gallery.
- 3.2 Students can be awarded Art achievements through participating Art competitions.
- 3.3 A data bank of students' work can be served as a good source of teaching aids.

4. Implementation plan

Items	Tasks	Working schedule	Level of students	Teacher I/C	Time spent for each students (hours)
4.1	Competition on outdoor-sketching our new school campus 4.1.1. Students will have outdoor-sketching session for our school campus in VA lessons.	11-12/ 2011	F.1-5	KK	2 hours

	<p>4.1.2. All students are eligible to this competition.</p> <p>4.1.3. Prizes will be presented to winners.</p>	2 or 3/2012			
4.2	<p>Setting up Ceramics Club</p> <p>4.2.1. Purpose:</p> <ul style="list-style-type: none"> - Ceramics projects can be part of SBA for senior VA students. - To enhance aesthetic development of OLE. <p>4.2.2. Forming the committee.</p> <p>4.2.3. Installation of kiln, ventilation fan and preparation of necessary tools.</p> <p>4.2.4. Offering short course of ceramics club.</p>	<p>9/2011</p> <p>10-12/2011</p> <p>10/2011 – 5/2012</p>	F.1-5	CA	10 hrs.
4.3	<p>An art competition team will be developed and team members are encouraged to participate in open art competitions.</p> <p>4.2.1. Recruiting and nominating students with gifted talent in Visual Arts.</p> <p>4.2.2. Providing briefing session of each competition to students</p> <p>4.2.3. Mounting of artwork</p> <p>4.2.4. Collecting and delivering completed artwork.</p>	Whole year	F.1-6	CA	It depends on the requirements of particular competitions.

4.4	<p>To open the VA room for studio practice at lunch time and after-school.</p> <p>The following students will have high priority for using this studio: i) Senior VA students ii) Art competition team members iii) Members of VA club iv) Members of Ceramics club</p> <p>Some voluntary students will serve as monitors for this studio.</p>	Whole year	F.1-6	CA	
4.5	<p>Tack-board decoration competitions:</p> <p>There are 3 tack-board decoration competitions.</p> <p>Prize will be presented to the class of each form with the best performance in Dec 2011 and Jun 2012.</p> <p>Titles are as follows:</p> <ol style="list-style-type: none"> 1.Christmas 2.Our new school campus 3. Reducing carbon emission <p>Adjudicators:</p> <p>F.2,3 and 5</p> <p>F.1, 4 and 6</p>	<p>Dec2011</p> <p>Mar2012</p> <p>May2012</p>	F.1-6 students	<p>KK</p> <p>CA</p>	

5. Budget

Expenses	Estimated amount
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5.1. Prizes for Tack-board Decoration Competition	\$800.00
5.2. Subject grant from EDB for purchasing art tools and materials:	
5.2.1. Paper	\$3 000
5.2.2. Colours	\$4 000
5.2.3. Stationeries	\$2 700
5.2.4. Adhesives	\$2 000
5.2.5. Craft work materials	\$2 400
5.2.6. Print making	\$3 000
5.2.7. General tools	\$4 600
5.3. Installation of pottery equipment	
5.3.1. Kiln	\$ 40 000
5.3.2. 2 electric potter's wheel	\$ 14 000
5.3.3. De-airing Power Wedger	\$ 6 000

Total: \$ 82 500

6. Evaluation

- 6.1. Students will be assessed in both terms.
- 6.2. Students' awards and participation will be an indicator for the success of those art activities.

7. Programme Team

Mr. Chu W K
Mr. Kwong K T

AUDIO-VISUAL AIDS TEAM PROGRAMME PLAN 2011 – 2012

1. Purpose

The objectives of the Audio-Visual Aids Team are to

- 1.1 help teachers to use the audio-visual aids effectively and efficiently.
- 1.2 keep good maintenance of the audio-visual aids in Sing Yin.
- 1.3 monitor the use of audio-visual aids in Sing Yin.

2. Review of Present State

2.1 Strengths

- 2.1.1 Most teachers are eager to learn the latest audio-visual development.
- 2.1.2 Our team members are equipped with rich knowledge of audio-visual development.
- 2.1.3 Our team members are helpful and enthusiastic in sharing their knowledge in AV development with colleagues.
- 2.1.4 Teachers are enthusiastic to share their experience and knowledge in using audio-visual aids with our team members and other teaching staff.

2.2 Weaknesses and Limitations

- 2.2.1 Some teachers are not familiar with the use of AV equipments.
- 2.2.2 The proper handling and installation of AV equipment are found to be not familiar among users. This may be one of the fundamental causes of the damages.
- 2.2.3 New AV equipments are installed in the new campus. More trainings are required for teachers and students.

3. Objectives of Issues to be Addressed

- 3.1 To provide trainings on the proper and efficient ways in using new Audio-Visual Aids, the AV equipments in the audio and video room, the lighting and audio system in the language theatre, the lighting and the audio system in the School Hall and also the public address system within this school year.
- 3.2 To maintain the AV equipments in good condition.

4. Implementation Plan

4.1 Training courses

Training courses on the proper use of AV equipment will be conducted, to familiarize users with the proper handling and operation of the equipments and, to take the safety precautions during operation.

Training courses on the proper use of the acoustic system and lighting system in the School Hall will also be provided for teachers and students who are expected to use the systems frequently, for example, advisers and committee members of Sing Yin Radio, Dance Club, Drama Club, Student Association, Music Club and Brass Band.

4.2 Sing Yin Radio and Sing Yin Television

Appropriate assistance and technical support for the “Sing Yin Radio” and “Sing Yin Television” program will be provided by our team members. Training courses will also be provided for the committee members of the two clubs to familiarize the use of the broadcasting system.

5. Evaluation

5.1 The audio-visual aids should be ready for use and in good condition.

5.2 We expect over 80% of our teachers would be familiar with the basic operation of the AV equipments (including, digital camera, digital video recorders and Video Recorders)

6. Budget

	<u>Items</u>	<u>Quantity</u>	<u>Expenses</u>
1.	Audio System in School Hall		
	Wireless Microphones (handheld type)	3 sets	\$12 000
	Wired Microphones (for hall)	3	\$1 500
	Mic Stands (for hall, language theatre and chapel)	4	\$2 000
	Mic Cables (~ 30 feet)	2	\$1 000
	Audio Cables (Small jack to RCA or small jack to large jack)	3	\$1 500
2.	Lighting System in School Hall		
	tailor-made Gobo	2 set	\$2 000
3.	Sing Yin Radio		
	Microphones	2	\$600
	Audio Cables	2	\$800
	LED Desk Lamp	2	\$2 000
5.	Sing Yin TV		
	Batteries for DV cam	2 – 3 sets	\$3 000
6.	Photography Club		
	Studio Flash (~300W)	1 set	\$1 000
7.	Others		
	Portable Digital Recorder	2 sets	\$6 000
		Total:	\$33 400

7. Programme Team

I/C Mr. Li Chung Man
Assistants Mr. Lam Hei Tat
 Miss Fok Sum Kei (Laboratory Technician)
 Mr. Wong Ka Kit (Laboratory Technician)

INFORMATION TECHNOLOGY DEPARTMENT PROGRAMME PLAN 2011-2012

1 Purpose

The objectives of the IT Department are to

- 1.1 facilitate students to learn about and learn through IT.
- 1.2 help teachers to master the use of IT.
- 1.3 help other departments plan their IT strategies
- 1.4 help parents to ensure students understand the ethical, legal and health issues involved in using IT.
- 1.5 plan, build and maintain the IT infrastructure which allows for the use of IT.
- 1.6 plan and acquire IT equipment.
- 1.7 to monitor and evaluate the use of IT in Sing Yin.
- 1.8 maintain the IT equipment of IT related programmes.

2 Review of Present State

2.1 Strength

- 2.1.1 All our students are computer literate as we offer Computer Literacy course for all our F1-F3 students.
- 2.1.2 Most of our students (about 99%) have computers at home and over 98% of them have their computers connected to the Internet.
- 2.1.3 All of our teachers are computer literate.
- 2.1.4 All of our teachers have computers and over 98% of them have a broadband Internet account accessible at home. Our teachers have already used computers in their teaching and learning for many years.
- 2.1.5 The school principal and management strongly support the use of IT in Sing Yin.
- 2.1.6 The IT Department members are highly qualified, experienced and dedicated. The IT support Teachers, IT technician and teacher assistants are enthusiastic and helpful.
- 2.1.7 Our IT equipment and infrastructure are well maintained.

2.2 Weakness and Limitation

- 2.2.1 Teachers have to cope with many changes and they can find little time to prepare for IT related teaching and learning.

3 Objectives of Issues to be Addressed

- 3.1 To make sure all the IT related system running smoothly in new school campus.
- 3.2 To enhance the using of the eClass Integrated and Learning Platform in teaching and learning. Help other departments to formulate their IT strategies and to prepare and use multimedia course materials. To maintain and update our school web site regularly and support subject departments and interest clubs to develop their web sites.
- 3.3 Provide in-school training courses about the using of IT equipment of the classroom and the eClass Learning Platform for new teachers and new teacher assistants.

4 Implementation Plan

Plan	Objective	Task(s)	Start Date	End Date	Person(s) in charge
4.1	3.1	• Maintain and monitor school internal network	Sept 11		CT
		• Maintain and monitor the IT equipment of classroom and special room	Sept 11		TK
		• Maintain and monitor computer room and computer learning center	Sept 11		LT
4.2	3.2	• Maintain and update the school web site regularly	Sept 11	-	LT
		• Provide technical support and maintenance for the Library Master, Climate Cool Project, Sing Yin Automatic Weather Station, Sing Yin WeTube and Sing Yin VideoBlog.	Sept 11	-	CT KW LT TK
		• Conduct surveys on IT teaching and learning	May 12	Jul 12	WK
4.3	3.3	• Conduct meetings and sharing sessions to help subject departments to build teaching learning resources repository and eClass Learning Platform.	Nov 11		TK KW
4.4		• Call tender and place order for the IT equipment • Receive and install the equipment	Sept 11	Jul 12	KW TK

5 Evaluation

- 5.1 The hardware and software needed for the IT plans should be acquired on time, unless there are unexpected difficulties.
 - 5.2 On average, teachers should be using the LAN on a weekly basis, either for administration, teaching or helping students to learn. All students should have a chance to use the LAN.
 - 5.3 For the computerized library system, 100% of our students should have the chance to use it.
 - 5.4 We expect all F.1-3 students and F.4-7 science students have a chance to use data logging equipment.
 - 5.5 We expect all teachers use the Computer Resource Centre or IT equipment in their staff rooms regularly.
- Surveys and logs will be used to monitor and evaluate our projects.

6 Budget

	Item	Expenses
1	IT equipment Maintenance	HK\$50,000
2	New notebook	HK\$27,000
3	IT Recurrent Expenses	HK\$50,000
4	IT Reference Materials	HK\$2,000
	Total	HK\$129,000

7. Programme Team

IT Coordinating Committee

IT Coordinator : Mr. Kwong Wai Cheung
Assistant IT Coordinator : Mr. Tsang Chi Kin
Members: Mr. Chung Tat Chi
Mr. Kwok Wai Keung
Mr. Lam Hei Tat

IT Support Teacher Team

Chairman : Mr. Kwong Wai Cheung
Members: Mr. Lau Wai Hung
Mr. Lee Cheuk Wai
Mr. Li Chung Man
Mr. Li Sze Fuk
Mr. Wong Ka Kit

School Network and WebSams Management Team

Chairman: Mr. Chung Tat Chi
Members: Mr. Kwong Wai Cheung
Mr. Tsang Chi Kin
Mr. Ben Poon (IT Technician)

School Web-site Management Team

Chairman: Mr. Lam Hei Tat (Schoolweb Master)
Members: Mr. Kwong Wai Cheung
Mr. Chung Tat Chi

IT Teaching and Learning Team

Chairman: Mr. Tsang Chi Kin
Members: Mr. Kwong Wai Cheung
Mr. Lam Hei Tat

eClass Intranet Platform and Wisenews Management Team

Chairman: Mr. Tsang Chi Kin
Members: Mr. Kwong Wai Cheung
Mr. Ben Poon (IT Technician)

For the IT Planning and QEF Projects, relevant department heads and teachers will be involved.

**LANGUAGE ACROSS CURRICULUM COMMITTEE
PROGRAMME PLAN 2011 - 2012**

1. Purposes

- 1.1 To enable our students to achieve their maximum potential in English so as to pursue further studies and to prepare for their future career.
- 1.2 To ensure that our students are not subject to mixed code teaching which impedes both their Chinese and English language development.
- 1.3 To follow the language policy of the Education Bureau and adopt English as the medium of instruction for F.1-7.

2. Review of the Present State

2.1 Strengths

- 2.1.1 All teachers using English as the medium are supportive of the EMI policy.
- 2.1.2 Almost all students are Band One students. They have good potential to receive an English-medium education.

2.2 Weaknesses

- 2.2.1 The peer culture is basically Chinese and there is a lack of exposure to English outside school.
- 2.2.2 Students do very little reading in English in other subjects.
- 2.2.3 Many teachers have to spend extra time preparing for the changes in the curriculum and thus have less time for language development.

3. Objectives of Issues to be Addressed

- 3.1 To create a language rich environment through cross-curricular activities.
- 3.2 To strengthen the language skills of the students through exposure to and training in different subject areas.
- 3.3 To provide language support for teachers using English as the medium of instruction.
- 3.4 To facilitate collaboration between the English Department and other departments.

4. Implementation Plan

Item	Objective	Task	Programme Team	Date
4.1	3.1	<ul style="list-style-type: none"> ● Regular activities in the English Corner ● Subject members organizing cross-curricular English activities for the whole 	MB, YC & Student Helpers	October 2011 to May 2012

		school : ☆ Mini concert ☆ Sing Yin Radio ☆ Subject language games at lunchtime ☆ LAC Book exhibition	MB MB & LA KH & KY SN	During English Week Twice a week Two times a year During English Week
4.2	3.2	<ul style="list-style-type: none"> ● Bridging Programme for F.1 ● Remedial Courses for F.1-F5 ● Subject language implementation plan for each department ● On-line reading programme (F.1, F.2 & F.4) ● “Book of My Choice” Reading Scheme 	Eng. teachers Eng. teachers Dept heads English teachers English teachers	Sept 2011 Oct 2011 to July 2012 Sept 2011 to June 2012 Sept 2011 to Aug 2012 Sept 2011 to May 2012
4.3	3.3	<ul style="list-style-type: none"> ● Language support on vocabulary, usage, pronunciation, etc. 	SN, MB & YW	Sept 2011 to May 2012
4.4	3.4	<ul style="list-style-type: none"> ● Develop writing exercises on different genres with the History Department ● 	NC & SN	Oct 2011 to May 2012

5. Evaluation

Item	Plan	Evaluation
5.1	4.1	<ul style="list-style-type: none"> ● Evaluation by teachers and feedback from students
5.2	4.2	<ul style="list-style-type: none"> ● Evaluation by F.1 teachers ● Evaluation by teachers and feedback from students ● Evaluation by department heads ● On-line reading progress reports ● Feedback by teachers and students
5.3	4.3	<ul style="list-style-type: none"> ● Feedback from teachers
5.4	4.4	<ul style="list-style-type: none"> ● Teachers’ feedback & students’ progress

6. Budget

Item	Expenditure
LAC Resources for teachers (Refined English Enhancement Grant)	5200.00
Bridging programme	500.00
Photocopies	50.00
Activities	500.00
Miscellaneous	50.00
Total	6,300.00

LIBRARY PROGRAMME PLAN 2011–2012

1. Purpose

- 1.1 To help students enjoy the facilities of a computerized library and nourish their interest in acquiring learning experience outside classroom context.
- 1.2 To encourage and help students to make proper use of library resources and materials.
- 1.3 To enhance the teaching and learning in school.
- 1.4 To encourage students to develop a good reading habit.
- 1.5 To cultivate in students the habit of self-learning.
- 1.6 To provide a good reading environment for students.
- 1.7 To encourage students to read widely.
- 1.8 To encourage students taking reading as a life-long enjoyment.

2. Review of Present State

2.1 Strength

- 2.1.1 The school supports the promotion of good reading habits among students. Apart from the annual library grant (\$65,000) , additional funds are provided for the purchase of newspapers, and prizes for the winners of various library activities.
- 2.1.2 There are library periods for F.1 students which serve as user education.
- 2.1.3 The school librarian, subject teachers and students are all involved in the purchase and selection of books.
- 2.1.4 Library prefects are well trained and well disciplined to offer very good assistance to the school librarian.
- 2.1.5 Sing Yin has moved into a new campus which is much bigger than the old school campus this school year. And the new school library, which is surrounded with a piece of green lawn, is much bigger (double size) than the old one as well. It is well and newly furnished and has lots of space for further shelving. The environment is much more comfortable and suitable for reading. Students should be more interested in coming to the school library.

2.2 Weakness

- 2.2.1 Not many students show genuine interest in reading English books.
- 2.2.2 Many students cannot return the library books on or before the due date.

3. Objectives of Issue to be Addressed

- 3.1 To help students to acquire some essential information skills, for example, to renew and reserve library books on internet at home, through library periods.
- 3.2 To further enhance students' interest in reading.

- 3.3 To arouse students' interest in reading English books.
- 3.4 To provide a better service :
 - 3.4.1 Since we had just moved into the new school campus and the computerized system had not been set up in September this school year, the library lessons for F.1 students could not be completed within the third and fourth cycles as usual. And there will be formal test periods in October that the library lessons won't be completed in that month, either. It therefore will be postponed to November. And a library tour would be conducted during the library lessons.
 - 3.4.2 Arrangement for the Book Exhibition :
 - 3.4.2.1 Reminding teachers about the Book Exhibition through e-class mail.
 - 3.4.2.2 Normally we have to contact the book supplier and book the school hall a few months ahead. However, we decided not to do so this school year as we had no exact details about the completion of the new school hall in July and August. We will contact the book supplier after everything having settled down. That means the book exhibition might be held in the second term this school year.
 - 3.4.3 Arrangement for the Reading Award Scheme :
The Library will incorporate the Library Reading Award Scheme with the English and Chinese ERS. The 1st and the 2nd Reading Award Scheme would be held in November, 2011 and March, 2012 respectively in this school year.
 - 3.4.4 Students who fail to return their overdue books after third warning have to attend the detention class and they will be fined as well.

4. Implementation Plan

- 4.1 Acquisition of English books, magazines, tapes, VCDs and DVDs of Western motion pictures and CD-ROMs to provide students with an attractive stock and a wider choice.
- 4.2 Library Activities
 - 4.2.1 Reading Award Scheme
 - 4.2.1.1 Student who has read 1 English book or Chinese book will be awarded a small present (e.g. Test papers, Mathematics books, Single Line Books, stationery and so on).
 - 4.2.1.2 Certain categories of written texts for the Reading Award Scheme should be chosen by the Librarian in order to encourage students to read different types of books and help achieve the annual major concern of the school this year.
 - 4.2.2 Book Exhibition will be held in the second term.
 - 4.2.3 Sharing Session during morning assembly – In order to promote reading habit, more sharing sessions would be conducted . In addition to library prefects, the Chinese and English Departments would be invited to nominate students to participate in the sharing sessions. And library prefects would be encouraged to choose books or magazines relating to the major concern of the year.

- 4.2.4 Topical Book Displays (monthly or bi-monthly)
- 4.2.5 Competitions and Games (e.g. Book Cover Design, Quiz, Crossword Puzzles, etc.)
- 4.2.6 New Book Displays (weekly)
- 4.2.7 Board Displays
- 4.2.8 Film appreciation in the library – The content of the video will be censored by the teacher and the librarian first and prior approval may be sought from the principal.

5. Evaluation

- 5.1 Statistical Data (Daily issue rate of books, magazines, tapes, VCDs, DVDs and CD_ROMs, and the issue rate for each class).
- 5.2 Formal and Informal Discussion or Feedback.

6. Budget

Library books, VCDs, DVDs, CD-ROMs and magazines	\$65,000.00
Stationery and Consumable	\$2,500.00
Prizes for Competitions and Reading Award Scheme	\$2,500.00
<u>Maintenance fee for Library Master</u>	<u>\$2,000.00</u>
Total	\$72,000.00

7. Programme Team

Library Committee:

Advisor – Mrs. Kwok Cheng Mei Ling
 Chairman – Miss Choi Suk Yan
 Vice-chairman - Miss Li Yuk Bing

Member – Mr. Ng Chak Nam
 Miss Li Yim Wah
 Miss Yuen Sze Nga

ENVIRONMENTAL EDUCATION PROGRAMME PLAN 2011 - 2012

1. Purpose

- 1.1 To improve environmental awareness in school and understanding of importance of environment protection.
- 1.2 To promote good habits in conservation of natural resources and energy in school.
- 1.3 To develop care for personal hygiene and environmental cleanliness as well as a positive attitude towards maintaining the quality of the natural environment.
- 1.4 To liaise with various related bodies (government and non-government organizations such as various Green groups in Hong Kong) concerned with environmental education can be obtained.

2. Review of present state

2.1 Strength

- 2.1.1 Our school strongly supports environmental protection.
- 2.1.2 We have an environmental prefect team to manage school campus cleanliness.
- 2.1.3 Most students cooperate with environmental Prefects.

2.2 Weaknesses and limitation

- 2.2.1 Some students are careless and do not care too much in cleanliness and the environment
- 2.2.2 We do not have many resources to set up green facilities such as solar panel, wind turbine.

3. Objectives of Issues to be addressed

- 3.1 To promote students' responsibilities in environmental protection
- 3.2 To promote active participation in recycling activities
- 3.3 To collect data about the use of natural resources in the old new campus
- 3.4 To familiarize our new environmental features and introduce them to others

4. Implementation plan

4.1 Environmental Prefects and Monitors Team

For F.1 to F.3, one environmental monitor will be assigned by the class teachers. For F.4 to F.7, environmental prefects were recruited by the teacher in-charge. They are responsible to switch off the electrical appliances when they are not used or nobody is in the classroom. They should give advice to their classmates about the wise use of resources and energy. Environmental prefects will take up the duties of cleanliness prefects and they are responsible for the environmental protection in the whole campus. Since the campus is larger, we will recruit more prefects this year.

4.2 Students' participation in keeping the cleanliness and tidiness of the classroom

Student-on-duty will stay in the classroom to sweep the floor and tidy up the desk after school. They can get the broom outside the classroom to clean the floor everyday. They are responsible for the tidiness of the classroom as well such as removing the newspaper in the classroom. The environmental monitors and

prefects will supervise them to complete the work. Closer monitoring will be carried out this year.

4.3 Participation in Ambassador Scheme.

Some students will join the Ambassador Scheme. They will be trained to be an environmental ambassador. Joint-school activities will be held by the Environmental Protection Club. This provides more opportunity for students to share with other students in environmental protection.

4.4 Recycling competition and activity

A waste bottle/metal can recycling competition among the classes will be held. Environmental Protection Club Officials will give guidelines for the competition. They assist in counter the number of recycled plastic bottles/metal cans for each class. The class which supports the recycling activity most will be awarded with prizes. The officials will also encourage students to participate the recycling activity through announcement in the campus. Prizes will be given to active individual participants.

4.5 Measuring the usage of electricity, paper and water

The amount of electricity, paper and water used in the school year will be measured. The data will be kept and compared with those in the new school campus. This is a useful finding for us to implement new environmental policy in the new school campus.

4.6 Environmental Projects

We will apply for the 10th Green School Award and install 1 set of new recycled bin. We had applied for funding for a project relating with waste food. Environmental Programme: ‘環保學校環保家’ , ‘日日事事行環保’ will be implemented in the school year. The details will be discussed later.

4.7 Knowing about our environmental facilities

With regard to the environmental facilities in our new campus, we will conduct programmes to familiarize our teachers, students and parents about them. A briefing session has been held in September to let our staff know about the facilities. Some teachers, environmental prefects and monitors who are responsible for teaching students, parents and outsiders will take part in some in-depth training sessions. This helps to promote their leadership, responsibility and presentation skill. Whenever other schools or organizations want to visit our schools, our teachers and students are ready to welcome them and give detailed description about our environmental features.

5. Evaluation and Performance indicator

5.1 Environmental Prefects and Monitors Team

Environmental Prefects and Monitors are selected by teachers. One student from each class is selected to serve as environmental monitors. About 30 environmental prefects will be recruited as environmental prefects. Their performance will be supervised by teachers and janitor staffs.

- 5.2 Students' participation in keeping the cleanliness and tidiness of the classroom
A closer supervision will be done on the students' responsibility in keeping the cleanliness of the classroom. Those students who are found to be not cooperative will be warned. Environmental prefects will take the charge to report immediately to the teacher in charge about those students. A clean classroom competition will be organized to promote cleanliness of the classroom.
- 5.3 Participation in Ambassador Scheme.
A minimum of 10 students is hoped to join the Environmental Ambassador Scheme. They are encouraged to take part in various activities and through them, they will learn and be trained as leaders to encourage other students in environmental protection.
- 5.4 Recycling competition and activity
A waste plastic bottle/metal can recycling competition among the classes will be held. The class which supports the recycling activity most will be awarded with prizes. The officials will also encourage students to participate the recycling activity.
- 5.5 Measuring the usage of electricity, paper and water
The data will be recorded and kept for future comparison.
- 5.6 Environmental Projects
The related projects will be conducted.
- 5.7 Knowing about our environmental facilities
Through different workshops and tours, most of our staffs, teachers, students and even some parents will know more about our facilities. Whenever outsiders ask for a visit, we will welcome our guests and introduce them about our environmental features.

6. Time Schedule

Implementation Plan	Objective Achieved	Period of Implementation
4.1	3.1	9/2011 - 6/2012
4.2	3.1	10/2011 - 5/2012
4.3	3.1	10/2011 - 6/2012
4.4	3.1, 3.2	3/2012
4.5	3.3	2/2012 - 6/2012
4.6	3.1	10/2011 - 6/2012
4.7	3.4	9/2011 - 6/2012

7. Budget

Environmental Prefect Team	\$1,500.00
Miscellaneous	\$1,000.00
Total expenditure	\$2,500.00

8. Programme Team

Mr. Wong Chi Keung (I/C Environmental Education)

Miss Lok Yuen Kwan (I/C Environmental Prefects and Monitors)

Miss Liu Pui Ying (I/C Environmental Club)

中三專題研習科
2011-2012 年度工作計劃

1. 宗旨

- 1.1 提升專題研習能力
- 1.2 提高思維能力、自學能力、語文能力、溝通能力、合作能力及學習技巧
- 1.3 培養自學的精神
- 1.4 培養良好的品德，正確的人生價值觀

2. 目前概況

- 2.1 有利條件
 - 2.1.1 同學在初中時已體驗不少專題研習的活動，對較為艱深的課程障礙不大。
 - 2.1.2 科組內的教師有豐富教授專題研習課程的經驗。
 - 2.1.3 為了使同學在課堂上有更大的得益，科組以兩位老師共同授課，務求給予同學更佳的回饋及學習環境。
- 2.2 面對問題
 - 2.2.1 同學的學習態度稍欠積極，過於依賴老師，自學能力有待改善。
 - 2.2.2 要提升專題研習能力，必須要有相當的時間，而本科的課節略嫌不足。
 - 2.2.3 新老師對內容的掌握及時間的控制有待提升。

3. 本年度目標

- 3.1 加強資料搜集技巧訓練，務求每一位同學都參與訪問及問卷調查活動。
- 3.2 透過進行專題研習，提升明辨思考能力及跟同學們合作時的溝通能力。
- 3.3 透過進行特別專題探究，了解宇宙的誕生、人類的進化、科學與道德的關係，提高同學的人生價值觀。
- 3.4 培養學習技巧的能力與自學的精神。
- 3.5 使同學了解探究的精神及技巧，為中四通識科獨立專題探究打好良好的基礎。
- 3.6 提升同學製作電子簡報的技巧及口頭匯報能力。

4. 施行計劃

4.1 教學活動

課堂內：專題研習的技巧訓練、進行專題研習及特別專題探究

課堂外：學習技巧班及思考訓練班

4.2 教學內容

4.2.1 學習專題研習五步曲

學習專題研習五步曲的目的有三：

- 由於老師要教授同學怎樣審題，如何進行資料搜集，資料處理及匯報，其中有些內容涉及一些較高層次的專題技巧，本書提供的內容十分合適；
- 對中三的同學們來說，中四的通識科近在眉睫，他們需要有關的能

力，單靠片面，單薄的知識及體驗，未能有效地幫助他們進行高中的獨立專題探究，本書的內容正正是獨立專題探究的方法，這使同學更能掌握新高中的通識課程，有效地為他們作好準備；

- 中三專題研習要求同學以有系統的學習模式來進行專題研習，一本教科書是一件發揮鞏固知識及技能的工具，而且老師可以透過書中的工作紙及作業，有效地使同學明白更複雜的內容。

老師在課堂上教授有關專題探究中更深入的内容，同學並可透過多元化的活動資料回應題，學習知識、掌握技能和培養正確的學習態度。

4.2.2 專題研習

每個專題研習的模式相似，同學會在某一主題中，發掘可作為研習重點的題目。選取題目後，同學需要進行該專題研習，及把結果在課堂上作口頭匯報。每一專題研習的教學模式大致相同，時間為五節。

第一節：介紹主題，同學分組，分組決定研習題目

第二節：每組簡介修訂後的研習題目及進行的方法

第三節：每組匯報研習的進度，遇到的問題，解決的方法及將要進行的活動

第四節：首四組同學作口頭匯報

第五節：最後四組同學作口頭匯報

4.2.3 特別專題探究

新高中通識科要求同學有獨立性，富邏輯性，多角度及理性的明辨思考能力。為了糾正同學們一些謬誤，學校將提供三個特別專題，在中三專題研習課裡進行。

進行這些專題探究的目的有四：

- 給同學反思，有助糾正他們對人生及道德錯誤的看法
- 配合學校的關注事項，培育他們的責任感及使同學明白自由意志的重要
- 培養同學的獨立性，邏輯性及理性的明辨思考能力
- 了解及探討宇宙，人類進化及道德的問題

校長及負責老師將在學校禮堂舉行講座，全級同學同時參與。同學會對一些問題進行網上資料搜集，在課室上作口頭匯報。

4.2.4 學習技巧班及思考訓練班

為使同學掌握良好的閱讀及學習能力，來提升自學的技巧，課程特別安排兩個訓練班：學習技巧班及思考訓練班。透過多元活動、分享及討論，增強同學該方面的能力。

5. 評估

- 5.1 評分量表：老師／學生以量表給同學的口頭匯報評分
- 5.2 專題報告：老師以批改方式進行
- 5.3 堂上觀察：老師在課堂上觀察同學討論及其他表現

6. 財政預算

影印費：	\$1,000.00
獎品：	\$500.00
雜項：	\$500.00
合共：	\$2,000.00

7. 成員

黃志強（科主任）

李中文

魏簡汝婷

楊盧學賢

劉張瑞蘭

鄺偉祥

劉偉雄

李艷樺

陳詠詩

胡迪純

**CAREERS DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Purpose

- 1.1 To provide students with :
 - 1.1.1 information on further education, educational choices, training and careers opportunities
 - 1.1.2 facilitation and assistance in their education and careers development
 - 1.1.3 counselling services on particular concerns, further studies, goal-setting and self-development
- 1.2 To develop students' awareness of careers choices

2. Review of Present State

2.1 Strength

- 2.1.1 The existing network with the HK Association of Careers Masters and Guidance Masters, the Careers and Guidance Services Section of the Education Bureau, Careers Advisory Service of the Labour Department, Hok Yau Club and other tertiary institutes helps to facilitate the programmes of careers guidance.
- 2.1.2 The work of careers department is carried out by a team of six teachers (one new member this year) who are dedicated and capable of organizing various programmes.
- 2.1.3 The Careers Club, an extra-curricular club consisting of five committee members, helps in carrying out some careers programmes such as exhibitions, careers workshops and talks.
- 2.1.4 The Careers Department is able to maintain good working relationships with supportive parents, fellow teachers, office staff and the school social workers .
- 2.1.5 Facilities and resources are available for students
 - careers resources and materials at Careers Mistress's Office
 - counselling services at Careers Mistress's Office
 - careers information and materials in the Careers Corner in the School Library
 - careers leaflets
 - displaying careers information and posters on the careers bulletin board.
 - more multi-media information from other channels, such as Sing Yin website and e-class

2.2 Weakness

- 2.2.1 Most students lack the self-awareness of careers planning. Many of them do not set up their own individual careers plan.
- 2.2.2 There is a conflict in deciding which activities should be arranged in school time or after school. Some careers activities inevitably interrupt normal classes though the schedule has been planned in advance.
- 2.2.3 Department members are all female teachers.

3. Objectives of Issues to be addressed

3.1 Junior Forms (F1-F3)

3.1.1 To help students to develop self-understanding and learn to make realistic evaluation of their own abilities, achievements and interests.

3.1.2 To help F3 students to make their educational choices especially in the NSS curriculum .

3.2 Senior Forms (F4-F7)

3.2.1 To assist students to expose to careers fields in order to understand the relationships between careers choices and educational requirements.

3.2.2 To assist students to prepare for their educational planning.

3.2.3 To prepare students for taking up extra responsibilities and posts and to provide leadership skills training in the F1 Info Day and the F 5 Leadership Training programme.

3.2.4 To help F5 students to understand their own strengths and weaknesses.

3.2.5 To help students in applying for admissions to degree courses of JUPAS, non-degree courses, non-government-funded institutions, IVE courses and other post secondary institutions.

3.3 To promote Sing Yin Secondary School to parents, teachers and students of Primary Six of schools in Kowloon.

3.4 To disseminate careers information on the website of Sing Yin and eclass.

3.5 To address the School's Major Concerns.

4 Implementation Plan

4.1 To arrange a programme on 'self-exploration' for F1 students.

4.2 The NSS Curriculum

4.2.1 To hold a talk on the NSS curriculum in December for F3 students.

4.2.2 To hold a Form 3 Parents' Day on the NSS curriculum on 17th March. (All F3 parents and students are requested to attend.)

4.2.3 To provide a handbook with information on the NSS curriculum, requirements of various tertiary institutes and degree and non-degree courses.

4.2.4 To hold a briefing meeting with the F3 class teachers about the arrangements of the NSS curriculum before the F3 Parents' Day.

4.2.5 To offer counselling services to help F3 students make their educational choices

4.3 Educational planning

4.3.1 To hold careers talks on JUPAS degree courses and non-degree courses.

4.3.2 To hold a mock JUPAS Application in mid November for F6 and F7 students.

4.3.3 To hold a careers talk on interview skills in October/November.

4.3.4 To organize a leadership training session for F5 students in summer.

4.3.5 To offer counselling services to help students of poor academic performance to focus on particular concerns and future careers path.

4.3.6 To up-date the data of F7 graduates' admission to tertiary institutes.

4.4 To organize Sing Yin F1 Info Day on 3rd December for parents, teachers and students of Primary 6 of schools in Kowloon.

- 4.5 To provide careers information, current news of activities held and forthcoming activities through the website of Sing Yin e.g. Sing Yin F1 Info Day, F3 Parents' Day and F5 Leadership Training Programme
- 4.6 To organize careers visits to well-established business firms and work places.
- 4.6.1 To invite old boys to conduct more careers talks about their careers and success in life
- 4.6.2 To provide training for students to improve their communication and leadership skills in the F1 Info Day and the F5 Leadership Training Programme.
- 4.6.3 To hold activities addressing the school's major concerns: to implement the NSS Curriculum, to learn about sustainable development for mankind and to enhance the new campus.

5. Activity Plan (2010-2011)

	Activity	Objectives	Date	Level	Teacher in charge
5.1	Counselling				
5.1.1	Group Counselling on JUPAS	To raise students' awareness of particular concerns	8- 9 Nov	F7	YF
5.1.2	Group Counselling on JUPAS	To raise students' awareness of particular concerns	10-11 Nov	F6	YF
5.1.3	Individual Counselling	To develop students' understanding of 'self' and particular concerns	All year round	Whole School	YF,SY,K YYW,YN, YM
5.1.4.	Release of HKALE Results	To enable students to reprioritize their JUPAS choices	29 Jun	F7	YF, KY, SY
5.1.5	Release of HKDSE Results	To enable students to reprioritize their JUPAS choices	20 Jul	F6	YF,SY,K YYW,YN, YM
5.2	Exhibition				
5.2.1	Careers Exhibitions on Parents' Day	To provide up-dated careers information and public exam results	19 Feb & 17 Mar	Whole School &F3	YF, YM
5.3	Scholarships & Awards				
5.3.1	Grantham Scholar of the Year		Oct	F6-F7	YF

5.3.2	Sir Edward Youde Mem. Awards		Sept-Oct	F5-F7	YF
5.3.3	The Govt Mat.Mainten Grant		23 Sept	F7	YF
5.3.4	The Grantham Mainten Grant		23 Sept	F4-F7	YF
5.3.5	Others				YF
5.4	Talk				
5.4.1	JUPAS	To introduce the System, application procedures and strategies	4 Oct & 6 Oct	F.6 & F7	YF
5.4.2	Degree Courses by Old Boys	To share old boys' experiences of previous educational choices in the JUPAS application & current university life	7 Oct	F6 & F7	YF, KY, SY
5.4.3.	Admissions Talk by City U	General admissions + School of Business	31 Oct	F5 - 7	YF
5.4.4	Interview Strategies	To raise students' awareness & ways to succeed in interviews	31 Oct	F6 - 7	YF, SY, KY
5.4.5	NSS Curriculum	To introduce NSS curriculum. To help them make educational choices	8 Dec (Day 1)	F3	YF
5.4.6	Careers Planning and Educational Choices	To explore educational choices and job opportunities	-- Nov -- Feb	F4 -F7	YW, YN, YM
5.4.7	F 3 Parents' Day – NSS Curriculum	To enable students & parents to make educational choices. To introduce F4 NSS Curr.	17 Mar	F3 & parents	YF,KY,S Y,YW,YN, YM
5.4.8	Sing Yin F1 Info Day	To promote Sing Yin to the public	3 Dec	P6 parents, teachers and students	YF,KY,S Y, YW,YN, YM

5.5	Visit				
5.5.1	Visit to Tertiary Institutions	To let students familiarize with tertiary institutions. In the aspects of facilities, resources and environment	Sept-Oct	F6-F7	YF
5.5.2	Visits to Places of Work	To introduce different business firms & work environment	Oct/ Nov-Apr	F3-F5	YF, YN
5.6	Others				
5.6.1	'Self exploration' Programme		9 Nov	F1-2	YF, YW, YN
5.6.2	Old Boys Survey	To collect data on educational & careers choices	Oct	F7 graduates	YF
5.6.3	Careers Leaflets	To inform and disseminate careers information	April	F6 & F7	YF
5.6.4	Careers Quiz	To arouse careers awareness & stimulate students' interests in careers		Careers Club members	YF
5.6.5	Prepare Notes on Completion of Testimonial Draft	To enable F5 & F7 class teachers the procedures of writing testimonial.	Apr		YF
5.6.6	Recommendation for local/overseas studies		All year round		YF
5.6.7	Recommendation for JUPAS Sub-system for Principal's nomination		Apr		YF
5.6.8	Leadership Training Programme		22-23 Aug		YF, SY, KY, YW, YN, YM

6. Evaluation

Feedback and suggestions will be collected from teachers-concerned and participating students.

6.1 Attendance records will be kept.

6.2 Students will be interviewed to assess the effectiveness of the survey and the handbook.

6.3 Discussion will be held with students immediately after activity.

6.4 A post-activity questionnaire for review will be conducted.

6.5 Regular meetings with committee members.

7. Budget

7.1	Reference books and stationery	\$ 500
7.2	Old Boys' Talk	\$ 300
7.3	Sing Yin F1 Info Day	\$ 2,000
7.4	Exhibition on Parents' Day	\$ 100
7.5	F3 Parents' Day	\$ 500
7.6	F5 Leadership Training Programme	\$ 1,000
7.7	Souvenirs	\$ 200
7.8	HKACGM Membership Fee	\$300
7.9	Photocopy and Stenciling	\$ 500
7.10	Miscellaneous	\$ 200
	Total	\$ 5,600

8. Programme Team

- 8.1 Careers Mistress: Mrs Li Yau Shuk Fun
8.2 Careers Teachers: Miss Choi Suk Yan
Miss Lok Yuen Kwan
Miss Lo Wing Yan
Miss Yuen Sze Nga
Miss Mang Choi Yu

**DISCIPLINE DEPARTMENT
PROGRAMME PLAN 2011-2012**

1. Purpose

To help students acquire the values and attitudes necessary for the development of moral character, such as:

- 1.1 self discipline, self control, self responsibility and honesty;
- 1.2 courage and perseverance when faced with difficulties;
- 1.3 consideration and support for fellow students;
- 1.4 sincerity, tolerance and goodness in all relationships.

2. Review of Present State

2.1 Strengths

- 2.1.1 We have good students, most of them behave well and are quite diligent.
- 2.1.2 Most of the students are receptive to advice.
- 2.1.3 Most of the students try their best to fulfil their parents' expectation.
- 2.1.4 There is a close co-operation, support and frequent exchange of ideas among members of the discipline committee to enable effective team work.
- 2.1.5 There is good co-ordination between the discipline department, guidance department, school social workers and class teachers.
- 2.1.6 The School Prefect Term is well organized and able to maintain good order in school. They can take the initiative and work collaboratively with their peers.
- 2.1.7 Due to the new school campus, space for student activity and venue for teaching and learning will be improved.

2.2 Weaknesses

- 2.2.1 Some students lack a sense of belonging to the school.
- 2.2.2 Some junior students lack self-awareness and self-discipline.
- 2.2.3 There are totally 33 classes in this school year, the order of lining-up in the covered playground may be unsatisfactory.

3. Objectives of Issue to be Addressed

- 3.1 To ensure that good manners and good order prevail in assemblies, classrooms and throughout the school.
- 3.2 To help students to become responsible and law abiding citizens.
- 3.3 To help misbehaving students to correct themselves.
- 3.4 To reinforce the training of school prefects and monitors so that they will be more competent in maintaining good order in school.

4. **Implementation Plan**

- 4.1 At the beginning of school year,
 - 4.1.1 an induction briefing on the expectation of school discipline will be given to new F.1 students and their parents on F.1 orientation day.
 - 4.1.2 an induction briefing on the expectation of school discipline will be given to F.5 students on F.5 orientation day.
 - 4.1.3 all discipline members would monitor the hair style and uniform of all classes.
- 4.2 Starting 20 minutes before morning assembly, one teacher and one discipline master should patrol the cover playground.
- 4.3 Two discipline masters are arranged to ensure good order during the line-up in the covered playground after second recess, and after lunch-time.
- 4.4 Training will be given to all monitors.
- 4.5 Selection and inauguration of school prefects.
- 4.6 Training course will be introduced for all school prefects in Sep and Oct.
- 4.7 Regular meetings with school prefects and monitors will be arranged to help promote self-discipline among students.
- 4.8 A series of talks on discipline will be arranged for different form of students. Students are reminded that the school has a zero tolerance rule for bullies. Everyone needs to be aware of the impact of cyberbullying and the ways in which it differs from other forms of bullying.
- 4.9 Arrange for duties to patrol the school campus and to make observations of students' behaviour.
- 4.10 Arrange for irregular checking of school uniform and hairstyle, and keep records of irregularities. Students should be aware that their appearance and behaviour while wearing their uniform in different situations will reflect upon the school.
- 4.11 Comprehensive disciplinary of offence record sheets will be computerized for reference and analysis.
- 4.12 Handle students' misbehaviour and interview parents and students on both preventive and remedial purposes.
- 4.13 Strengthen the coordination between the discipline department, the class teachers, the guidance department and the school social workers in handling of disciplinary cases.
- 4.14 To encourage lower form students to behave properly, quiz on school rules and junior model class competition will be held.
- 4.15 A talk on school discipline will be held in the second term for F1 students to reinforce the good behaviour of the students.
- 4.16 Short talks concerning punctuality, self-discipline, politeness, honesty, etc. will be given to the individual class or group of students when necessary.
- 4.17 Some class teachers are invited to attend meetings chaired by the Director of Discipline on class discipline problems when necessary.

5. **Evaluation**

- 5.1 Students' behaviour is to be evaluated from
 - 5.1.1 their performance during various school functions,
 - 5.1.2 comments and complaints from staff, students, parents and outsiders,

- 5.1.3 daily record of each class.
- 5.2 Regular meetings will be held between the discipline department and the school prefects so as to evaluate and review the arrangements for future improvement.
- 5.3 Analyse the statistical data of the disciplinary records and reasons of detention.
- 5.4 Discussion will be held with senior form students.

6. Budget

Prefect welfare	\$1050
Photocopy, duplication and stationery	\$750
Prizes & photos	\$510
Board display	\$40
<hr/>	
Total	\$2350

7. Programme Team

Director of Discipline :	Mr. Wong Chi Shing
Assistant Director of Discipline :	Mr. Li Sze Fuk
Discipline Masters	Mr. Chan Chun Wai
	Mr. Kong Ping Wah
	Mr. Kwong Wai Shing
	Mr. Ng Chak Nam
	Mr. Tsang Chi Kin
	Mr. Wong Fu Hong

EXTRA-CURRICULAR ACTIVITIES PROGRAMME PLAN 2011 - 2012

1 Purpose

- 1.1 Extra-curricular activities (ECA) are activities that take place outside regular school hours but they are part of the school curriculum. As such, ECA play an equally significant role in students' learning. Provided they are well-planned, well-organised, properly implemented and well supported by school, ECA can be a powerful tool in taking care of students' developmental needs and developing students' potential.

- 1.2 Our ECA programme aims to help students at whatever level of ability to develop their potential as fully as possible in both academic and non-academic aspects. Through ECA, students are provided with chances to make new friends, to discover and share interests in a community, to learn how to make full and proper use of leisure time. We target at helping students acquire self-discipline, independence and confidence. There are two major concerns in our programme.
 - 1.2.1 Our ECA programme aims to provide senior form students the opportunity to organise ECA so that they will gain first hand experience of programme planning, implementation and evaluation. They will then discover their potential and develop their leadership and communication skills.

 - 1.2.2 It aims to enable junior form students to search their interest and develop their creativity through participation in ECA. We aim at enhancing a sense of belonging and brotherhood of Sing Yin boys through horizontal and vertical integration of teachers and students in ECA.

2 Review of the Present State

- 2.1 Strengths
 - 2.1.1 The goals and objectives of ECA are geared to the school mission

 - 2.1.2 There are sufficient resources to support ECA. These include allocating sufficient funds to cover the financial needs of various clubs.

 - 2.1.3 There is a balanced range of ECA covering the five types: academic, sports, art, interest and community services.

- 2.1.4 There are sufficient and proficient ECA advisers implementing and monitoring ECA.
- 2.1.5 There are sufficient and active spontaneous senior students organising ECA.

2.2 Weaknesses

- 2.2.1 This year students might have the privilege of more space in the new school campus. However, as everyone is new to the campus, it might take some time for both the club advisers and students to adjust to the new systems. ECA clubs might not run as smoothly as in the previous years in the first few months.
- 2.2.2 The exam-oriented curriculum pressurises both teachers and students, thus refraining both parties from fully participating in and enjoying ECA.
- 2.2.3 The changes in moral and social values of the Hong Kong community are great challenges to ECA in school. Students would find satisfaction in other alternative activities such as playing TV games, watching VCDs, attending/giving tutorial lessons instead of staying behind in school to get training for debates, choral speaking or quizzes. Even more lively activities such as outings, playing badminton and tennis would be less appealing to students who may prefer less strenuous indoor activities. The changing pattern of social interaction makes the goals set in ECA much more difficult to be realized.

3 Objectives of Issues to be addressed

- 3.1 To address the major concerns of the school
- 3.2 To achieve an internal quality assurance
- 3.3 To implement the ECA Policy
- 3.4 To encourage new F1 students to participate actively in ECA
- 3.5 To guide F5 students to run ECA successfully
 - 3.5.1 To prepare F4 students to run ECA
- 3.6 To provide many more other meaningful learning experiences to all students.

4 Implementation Plan

- 4.1.1 To enhance the new campus.
- 4.1.2 To recommend students to join more activities and competitions outside school context.
- 4.2 To review the ECA policy from time to time whenever needs arise.
- 4.3.1 To run training sessions for club chairmen on how to make effective club announcements, write minutes, reports, memos etc.
- 4.3.2 To hold a leadership training session for F5 in mid-August before school term starts so as to facilitate the smooth running of ECA.
- 4.3.3 To arrange a Club Members Recruitment Week in September.
- 4.3.4 To organise Summer Activities in the post-final exam period.
- 4.4.1 To organize club/ house activities for F1 students.
- 4.5 To discuss with club advisers on matters related to the strengths and weaknesses in implementing club activities

5 Evaluation

- 5.1 Collect feedback from students, teacher advisers and the organizing committee.
- 5.2 Evaluate ECA performance based on the following aspects:
 - 5.2.1 Clubs' Visions, Missions and Values
 - 5.2.2 Club Actual Performance against Performance Plan
 - 5.2.3 Club Expenditures against Club Estimates
 - 5.2.4 Students' Club Enrolment and Participation Rate in Activities
 - 5.2.5 Students' Achievements (i.e. prizes/awards) in ECA Competitions
- 5.3 Observe and monitor club chairmen's performance in delivering club announcements, writing minutes, reports, circulars, posters, memos etc. and provide more training to those club chairmen who fail to show up-to-standard performance

- 5.4 Feedback will be collected from F1 students in November and advise club chairmen to make reviews of club activities to meet the needs of club members
- 5.5 Feedback will be collected from students after the training sessions

6 Budget

6.1	HKECA membership	\$300.00
6.2	Committee members attending conference, seminars, workshops etc.	\$600.00
6.3	Photocopies (memos, minutes, club information sheets etc.) and stationery	\$800.00
6.4	Club expenditure	\$60,000.00
6.5	Summer Activities	\$7,000.00
6.6	House expenditure	\$22,000.00
6.7	Miscellaneous ECA expenses approved by Principal	\$20,000.00
	Total	\$110,700.00

7. Programme Team

- 7.1 ECA Committee
- Mrs Wong Hui Fung Wah (Co-ordinator)
- Miss Tam Mei Ling
- Mr Kwong Wai Cheung
- Mr Ho Sai Ping
- Mr Yung Lit Hung
- Mr Li Sze Fuk

Extra-curricular Clubs

	Club	Adviser
	Academic Club	
1.	Biology	Miss Yang Ka Wah
2.	Chemistry	Mr Kong Ping Wah
3.	Chinese	Mr Szeto Kong Sang
4.	Chinese Debating	Miss Mang Choi Yu
5.	Chinese History	Mrs Szeto Tang Kit Ching
6.	Computer	Mr Lam Hei Tat
7.	Economics & Accounting	Miss Choi Suk Yan
8.	Financial Management	Miss Choi Suk Yan
9.	Junior English	Miss Li Yim Wah
10.	Senior English	Mr Wong Yat Kwong
11.	Geography	Miss Lok Yuen Kwan
12.	History	Mr Lee Cheuk Wai
13.	Integrated Science	Miss Yuen Sze Nga
14.	Mathematics	Mr Lau Wai Hung
15.	Physics	Mr Cheung Shi
16.	Putonghua	Miss Wu Dick Shun
	Sports Club	
17.	Athletic	Mr Li Sze Fuk
18.	Badminton	Mr Ho Sai Ping
19.	Basketball	Mr Ho Sai Ping
20.	Canoeing	Miss Tam Mei Ling
21.	Fencing	Mr Li Sze Fuk
22.	Football	Mr Li Sze Fuk
23.	Handball	Mr Li Sze Fuk
24.	Health & Fitness	Mr Wong Fu Hong
25.	Martial Arts	Mr Wong Fu Hong
26.	Shuttlecock	Mr Kwong Wai Shing

27.	Sports	Mr Li Sze Fuk
28.	Sports Climbing	Mr Ho Sai Ping
29.	Swimming	Mr Wong Fu Hong
30.	Table Tennis	Mr Wong Fu Hong
31.	Taekwondo	Mr Hui Chi Kuen
32.	Tennis	Mr Yeung Chiu Yung
	Art Club	
33.	Visual Arts	Mr Chu Wang Kei
34.	Ceramics	Mr Chu Wang Kei
35.	Dance	Miss Lok Yuen Kwan
36.	Drama	Mr Wong Yat Kwong
37.	Photography	Mr Li Chung Man
	Music Club	
38.	Music	Miss Lee Yuen Yuk
39.	Brass Band	Miss Lo Yee Man
40.	String Band	Mrs Ng Lo Mei Fong
41.	Classical Guitar	Mrs Ng Lo Mei Fong
	Interest Club	
42.	Astronomy	Mr Sin Ka Fai
43.	Board Games	Mr Poon Wai Cheong
44.	Bridge	Mr Yung Lit Hung
45.	Chess	Mr Poon Wai Cheong
46.	Cookery	Miss Wong Fung Yee
47.	Design & Technology	Mr Lam Hei Tat
48.	Environmental Protection	Miss Liu Pui Ying
49.	Gardening	Mrs Kwok Mag Chung Po
50.	Hong Kong Award for Young People	Mr Chan Chun Wai
51.	Journalism	Miss Hui Chun Yee
52.	Mock Trial	Miss Chan Wing Sze
53.	Political Studies	Mr Chan Chun Wai

54.	Quiz	Mr Kwong Wai Shing
	Social Services/School Services	
55.	Careers	Mrs Li Yau Shuk Fun
56.	Community Services	Miss Lee Chiu Fung
57.	Community Youth	Mr Kong Ping Wah
58.	Sing Yin Bulletin	Mr Wong Yat Kwong
59.	Sing Yin Pioneers	Miss Chan Wing Sze
60.	Scouts	Mr Yeung Chiu Yung
61.	Sing Yin Radio	Mr Kong Ping Wah
62.	Sing Yin Television	Mr Li Chung Man
63.	Stage Management	Mr Li Chung Man
	Religious Club	
64.	Catholic	Mr Tsang Chi Kin
65.	Christian Fellowship	Miss Lo Wing Yan

	Houses	Mr Ho Sai Ping
	Students' Association	Mr Yung Lit Hung

健康及安全組
2011 – 2012 年度工作計劃

1. 宗旨

- 1.1 為學生提供健康及安全的校園；
- 1.2 培養學生良好的衛生習慣；
- 1.3 培養學生健康的生活模式；
- 1.4 提高學生的健康及衛生知識；
- 1.5 加強學生及員工安全意識。

2. 目前概況

2.1 強項

- 2.1.1. 各學科或術科均有教授健康知識。
- 2.1.2. 社會現非常關注健康及衛生情況。
- 2.1.3. 本校非常關注師生及員工之健康及安全。
- 2.1.4. 本校現已增設健身室及攀石牆，提供多元化體育活動。
- 2.1.5. 政府及許多團體均有提供有關健康的講座、活動及其他支援。
- 2.1.6. 經過多年培訓，在多項體育活動比賽中，獲得優異成績。
- 2.1.7. 許多同學都以運動表現出色的同學為學習榜樣。
- 2.1.8. 經過多年教導，學生已能掌握不少健康知識。
- 2.1.9. 學校添置不少體質量度及測試器材。

2.2 弱項

- 2.2.1 學生頗被動，過於依賴老師，自學能力較差。
- 2.2.2 基於校園面積有限，因而未能充分地為學生提供課餘運動場地。
- 2.2.3 校園附近亦欠缺多元化運動設施，限制了學生的選擇。
- 2.2.4 大部分學生並沒有經常運動的習慣。

3 目標

- 3.1 培養學生良好衛生習慣。
- 3.2 改善及培養學生健康生活習慣。
- 3.3 培養學生養成經常運動的習慣。
- 3.4 增強學生運動靈巧性、身體協調能力及反應。
- 3.5 灌輸學生急救知識，以應付緊急事故。

4 施行範疇

- 4.1 培養學生良好衛生習慣。
 - 4.1.1 提示學生經常保持良好的衛生習慣，以減少感染傳染病機會。
 - 4.1.2 添置較佳防禦力衛生裝備，以應付近期廣泛流行的傳染病。
 - 4.1.3 在水運、陸運及其他大型活動中，提示學生保持公共地方的清潔，培養學生養成良好的衛生習慣及公民意識。

- 4.2 加強學生健康及衛生常識。
 - 4.2.1 透過海報、宣傳單張等，培養學生建立良好生活習慣。
 - 4.2.2 紀錄全校學生心跳率及血壓，使學生更能認識自己身體狀況，同時指出高血壓的成因、壞處以及預防方法。為全校學生量度腰臀比例，以一種簡單指標，認識自己身體狀況。

- 4.3 培養學生養成經常運動的習慣。
 - 4.3.1 全校學生透過體育課及配合體適能學會活動，學習如何使用健身室內各種器材。
 - 4.3.2 舉辦室內划艇比賽，鼓勵學生參與體育活動。
 - 4.3.3 參加由教育統籌局舉辦之學校體適能獎勵計劃，鼓勵學生經常運動及改善體適能。

- 4.4 增強學生運動靈巧性、身體協調能力及反應
 - 4.4.1 參加由啟勵扶青社舉辦的「恐懼不再，成功在望」計劃。而啟勵扶青社會會為全級中一學生舉辦「向失敗 say no」工作坊，教導學生如何面對逆境，及鼓勵學生互相關愛、扶持。於十月初成立「校園雜藝訓練班」學習基本雜耍技巧。
 - 4.4.2 在中一至中六體育課堂中，教授基本花式拋波等雜技技巧，提高學生運動靈巧性及專注力。

- 4.5 加強學生對健康生活習慣的認知。
 - 4.5.1 於學期末，為中一及中二級學生舉辦講座，加強學生對健康生活習慣的認知及培養學生養成良好生活習慣，建立健康的人生。今年講題為健康生活習慣。

- 4.6 鼓勵學生多使用新建健身室以改善體質
 - 4.6.1 新校舍健身室面積約為 300 平方米，場地及健身器材十分充足，希望學生多使用新建健身室以改善體質。同時開辦健身室使用講座及健體班，使學生能瞭解如何正確使用健身室及健體方法。

- 4.7 學校今年關注事項-人類的永續發展及優化新校舍
- 4.7.1 鼓勵學生多作運動及培養良好生活習慣，以擁有健康強壯的身體，建立人類的永續發展良好基礎。
- 4.7.2 搜集從師生及其他校內員工的意見，優化新校舍設施及服務。
- 4.8 急救常識講座
- 4.8.1 於試後活動期間，邀請聖約翰救傷隊到校為中一學生，舉辦基本急救常識講座，以應付一般意外的處理。

5 評估

- 5.1 觀察校園及課室的清潔及衛生情況。
- 5.2 觀察學生在大型活動中能否保持公共衛生。
- 5.3 透過食堂員工、學校員工及清潔風紀員的報告，評核學生有否養成清潔習慣。
- 5.4 觀察學生能否掌握正確使用健身器材及健身室使用情況。
- 5.5 觀察及記錄學生患病缺席的情況，評核學生的健康有否改進。
- 5.6 記錄學生室內划艇成績，評核學生體適能有否改進。
- 5.7 記錄學生參與室內賽艇到訓練後的體能表現，評核學生體適能有否改進
- 5.8 觀察學生在「雜技訓練班」活動中的表現及進度

6 財政預算

6.1	健身室保養及維修費用	\$ 4,000.00
6.2	健身室登記桌及椅	\$3,000.00
6.3	健身啞鈴	\$4,000.00
6.4	「校園雜藝計劃」報名費	\$ 1,000.00
6.5	軟件（如影帶、影碟）	\$ 2,000.00
6.6	影印（如工作紙）	\$ 200.00
6.7	急救用品	\$ 2,000.00
6.8	教師參考資料 / 教學軟件	\$ 2,000.00
6.9	車費津貼	\$800.00
6.10	雜項	\$ 800.00
	合共	\$ 19,800.00

7 負責成員

黃富康老師、李思福老師、袁思雅老師及何世炳老師。所有活動由本組全體老師負責。

**HOUSE ADVISORY COMMITTEE
PROGRAMME PLAN 2011-2012**

1. Objectives

- 1.1 To foster team and school spirit.
- 1.2 To improve students and teachers relationship.
- 1.3 To strengthen the cohesiveness between students.
- 1.4 To promote effort and positive social behaviour including effective communication skill.
- 1.5 To promote leadership development.

3. Programme

Events		Date	Score List	I/C
Annual House Meetings		14/9 - Red House 15/9 - Yellow House 16/9 - Blue House 19/9 - Green House		KS HC MC YN
Swimming Gala Cheering Team Practice		14/11		House Captains
Swimming Gala		16/11	40/30/20/10	Sports Club Swimming Club
Sports Day		5/12,12/12	40/30/20/10	Sports Club Atheletic Club
F.1 Fun Day		28/10	20/15/10/5	Sports Club
Basketball	Senior	Dec	20/15/10/5	Sports Club Basketball Club
	Junior	March	20/15/10/5	
Badminton	Senior	7, 9,11/11	20/15/10/5	Sports Club Badminton Club
	Junior	16, 18,20/4	20/15/10/5	
Table-tennis	Senior	7, 9, 11/11	20/15/10/5	Sports Club Table-tennis Club
	Junior	16, 18,20/4	20/15/10/5	
Football	Senior	Dec	20/15/10/5	Sports Club Football Club
	Junior	March	20/15/10/5	
Handball	Senior	Feb	20/15/10/5	Sports Club Handball Club
	Junior	March	20/15/10/5	
Indoor Rowing		May	20/15/10/5	Sports Club Health and Fitness Club
Sports Climbing		9/12, 27/4	20/15/10/5	Sports Climbing Club
Junior Quiz		Summer Activities	20/15/10/5	KS
Chess		February	20/15/10/5	Chess Club
Music Contest		19/12	40/30/20/10	Music Club Drama Club Visual Art Club

3. Evaluation

3.1. To compare the number of students taking part in competitions with that of the previous year.

3.2. Annual house reports should be submitted by July 2012.

4. Programme Team

Members :	Mr. Kwong Wai Shing	(Red House)
	Mr. Hui Chun Yee	(Yellow House)
	Ms. Mang Choi Yu	(Blue House)
	Ms. Yuen Sze Nga	(Green House)

輔導科
2010-2011 年度工作計劃

1. 宗旨

- 協助學生適應青少年期在生理、心理、社交及人際關係等變化，使他們能健康地成長。
- 協助學生發展個人潛能，以積極的態度面對困難、挑戰，並能以有效的方法解決問題，為成為負責任的成年人作好準備。
- 培養學生認識自我，接納自己和欣賞自己，充分發揮其優點並改善其弱項。
- 協助學生認識及掌握有效的人際相處技巧，以建立良好的人際關係。

2. 現況

2.1 優點

2.1.1 學生方面

- 大部分學生都認識到多元智能發展之重要性，並願意接受各種訓練及參與服務。
- 參加「聖言先鋒領袖訓練計劃」之學長在接受領袖訓練後，均具備領導才能，並能有效地籌辦活動。
- 曾接受訓練之學長都願意承擔責任，服務低年級同學，並協助推行校內各項活動。
- 學長與學弟之間的凝聚力頗強，是以活動之推行較容易。

2.1.2 輔導科

- 本校採取『全校參與輔導模式』，全校上下一心，一起承擔輔導工作。
- 本科在學年開始時已制定全年工作計劃，分工合作，及早籌備各項活動。
- 本科的預防及發展性活動及個案輔導工作得平衡的發展。
- 本科老師相處融洽，工作態度積極，會因應需要舉行小組會議，並經常與社工及訓導老師交流經驗，分享輔導心得。
- 兩名社工經驗豐富、態度親切，得學生及家長絕對的信任。
- 本科設有獨立的輔導室，讓老師可以進行輔導工作。

2.1.3 學校方面

- 學校對輔導工作相當重視，於活動及財政方面均予以全力支持。
- 學校重視與家長聯繫，安排中一迎新日及家長日，成立家長教師會，並鼓勵班主任在有需要時主動接觸家長。
- 學校願意利用校外社區資源，與社區機構緊密合作，讓學生可以參與更多活動，使其身心有均衡的發展。
- 學校設立多個單位，包括班主任聯絡組、危機應變小組、牧靈小組、教師發展組等，協助進行輔導工作。

2.2 弱點

2.2.1 學生方面

- 近年中一學生水平越見參差，部分學生在紀律及學業方面表現較遜，是以進行「中一成長計劃」時，將會有更大的困難。
- 部分學生的家庭問題漸趨複雜，問題包括家庭經濟欠佳、父母婚姻不穩等，其中也有因家人情緒問題以致影響學生情緒和學業之表現。因此個案跟進方面，會更為吃力。

2.2.2 輔導科

- 本科大部份成員均為語文老師，需兼顧其他職務，工作頗為繁重，難以全面投入各項籌備工作和活動。
- 本科老師未有全部接受專業的輔導訓練，在輔導專業知識及技巧方面未臻完善。
- 本科老師以女性為主，帶領學生戶外活動或宿營時，調配人手方面稍為吃力。

3. 『全校參與輔導模式』之活動

3.1 本科每年邀請全體老師舉行兩次會議，分享處理各種學生情況的心得。

3.2 本年度將以「人類的永續發展」為主題，舉辦四節班主任課。

日期： 30/9/2011，28/11/2011，27/2/2012，10/5/2012

對象： 全體學生

目標： 讓學生認識讓人類永續發展的條件，並提高學生的抗逆力，藉此培養學生積極進取精神，並裝備自己迎接挑戰。

3.3 本科與家長教師會經常合作，舉辦多項活動，包括：

- 協助出版家長教師會會訊
- 協助舉辦兩至三次家長講座及研討會
- 協助舉辦聯誼活動，如：親子旅行或日營

4. 學生活動

因應各級同學不同的需要，本科將在各級推行不同的活動，以協助同學適應青年期的變化，健康成長。

4.1 協辦【中五領袖訓練營】

日期： 23/8/2011-24/8/2011

對象： 中五同學

形式： 小組討論及指令任務

目標： 協助中五同學學習如何籌辦課外活動及訓練其領袖才能。

4.2 【聖言先鋒領袖訓練計劃】

日期： 全年

對象： 中二至中五同學

目標： 培養學生自信、獨立、責任感及勇於服務的精神。

4.2.1 「聖言先鋒訓練日」

日期： 15/07/2011

對象： 中二至中五同學

形式： 講座、小組討論、指令遊戲、口才訓練

目標： 培養學生自信及團隊精神，訓練其口才及領導技巧。

4.2.2 「2010-2011 聖言先鋒嘉許禮暨 2011-2012 聖言先鋒就職禮」

日期： 30/09/2011

對象： 聖言先鋒及中一同學

形式： 頒授證書及徽章、宣誓、老師及主席致詞

目標： 讓先鋒得到認同、增強自信，並讓中一同學認識先鋒。

4.2.3 「中一成長計劃」

日期： 2011 年 10 月至 2012 年 5 月

對象： 中一同學

形式： 午間活動及遊戲

目標： 協助中一同學認識學校，投入校園生活。

4.2.4 「口才訓練工作坊」

日期： 2011 年 10 月至 11 月

對象： 聖言先鋒

形式： 工作坊

目標： 邀請在職舊生到校舉辦工作坊，訓練先鋒說話技巧，讓先鋒學習如何帶領各項活動。

4.2.5 「學長學弟好友營」

日期： 5/11/2011-6/11/2011

對象： 聖言先鋒及中一同學

形式： 宿營、小組討論及指令遊戲

目標： 加強先鋒與中一同學的溝通，讓先鋒運用所學技巧帶領各項活動，強化其領導能力。

4.2.6 「明愛賣物會」

日期： 13/11/2011

對象： 聖言先鋒

形式： 協助「德田明愛青少年服務中心」籌辦攤位

目標： 讓先鋒回饋社會，並運用所學技巧籌辦攤位。

4.2.7 義工服務

日期： 2012 年 2 月至 3 月及 4 月至 5 月

對象： 聖言先鋒

形式： 探訪、小組活動及分享

目標： 讓先鋒回饋社會，並掌握籌辦活動之技巧。

4.2.8 「學長學弟同樂日」

日期： 5/5/2012

對象： 聖言先鋒及中一同學

形式： 球類活動及燒烤

目標： 加強先鋒與中一同學的溝通，強化先鋒說話技巧，並增強先鋒的自信心。

4.3 【新學制學生支援服務工作坊】

日期： 22/9/2011，23/9/2011，26/9/2011，29/9/2011，3/10/2011

對象： 中六同學

形式： 問卷調查、小組分享

目標： 協助同學準備香港中學文憑試，了解大學/大專學科之選擇，及處理壓力。

4.4 【中一測驗後跟進小組】

日期： 22/11/2011-3/12/2011

對象： 中一同學

形式： 小組輔導

目標： 初步跟進測驗成績稍遜之中一同學，強化其學習技巧。

4.5 【中三發展性活動：‘升呢高中生’】

日期： 2012年4月

對象： 中三同學

形式： 工作坊及聯誼活動，例如旅行或燒烤

目標： 協助同學掌握有效溝通技巧，學習如何與人融洽相處。

5. 家長活動

為保持學校與家長的聯繫、合作，本科將舉辦三項家長活動。

5.1 【中一迎新日】

日期： 26/8/2011

對象： 中一同學及家長

形式： 講座、研討、遊戲

目標： 協助中一同學及家長認識學校，使中一同學更容易適應新環境。

5.2 【中一家長日】

日期： 19/11/2011

對象： 中一同學及家長

形式： 班主任及科目老師與家長以小組形式會談

目標： 使中一家長了解子弟在學校的生活狀況及課堂表現等，並促進家長與老師之交流溝通。

5.3 【全校家長日】

日期： 19/2/2012

對象： 中一至中五同學及家長
形式： 家長和學生與班主任或科目老師面談
目標： 使家長了解子弟的學習情況及學校生活，並促進家長與老師之交流溝通。

6. 學生輔導

6.1 本科與社工及訓導科通力合作，需要時會舉行會議，報告跟進的情況並交流心得。

6.2 本科安排社工及輔導科老師分工，每級均有兩位輔導科老師幫忙跟進個案，本年度的安排如下：

中一 何世炳老師及 Miss Meryn Bulley
中二 司徒鄧潔貞老師及張凱翔老師
中三 魏簡汝婷老師及陳詠詩老師
中四 劉張瑞蘭老師及陳詠詩老師
中五 楊嘉華老師及陳詠詩老師
中六及中七 黃日光老師及李卓偉老師

6.3 【中七放榜日輔導】

輔導科老師於放榜日提供輔導予有需要之家長及同學。

6.4 【中六放榜日輔導】

輔導科老師於放榜日提供輔導予有需要之家長及同學。

7. 評估

本科將統計每年需接受輔導的個案總數、參與各項活動的人數及出席率，並以觀察、問卷調查等方法，搜集學生、家長、老師的意見，以評估輔導工作及各項活動的成效，評估範圍包括：

- 活動的目標
- 活動的內容
- 參加者對活動的整體感受
- 參加者在活動中的表現
- 參加者在活動中的得著
- 推行活動時遇上的困難

8. 本年度成員

主任： 陳詠詩老師

其他成員： 何世炳老師 魏簡汝婷老師 社工：范麗媚小姐
黃日光老師 李卓偉老師 許德誠先生
劉張瑞蘭老師 張凱翔老師
司徒鄧潔貞老師 Miss Bulley Meryn
林楊嘉華老師

9. 本年度財政預算

聖言先鋒領袖訓練營	\$ 6,000.00
聖言先鋒就職禮暨嘉許禮	\$ 500.00
中一成長計劃雜項	\$ 600.00
學長學弟好友營	\$ 4,500.00
聖言先鋒義工服務雜項	\$ 900.00
學長學弟同樂日	\$ 1,000.00
聖言先鋒計劃雜項	\$ 800.00
中三級發展性活動	\$ 1,000.00
中一迎新日	\$ 400.00
中一家長日	\$ 300.00
全校家長日	\$ 300.00
班主任課資料印刷	\$ 500.00
老師參考書及參加課程費用	\$ 500.00
<hr/>	
支出總額	\$ 17,300.00
教署撥款收入總額	\$ 7,639.00
所需校方津貼	\$ 9,661.00

**COMMUNITY SERVICE COORDINATING COMMITTEE
PROGRAMME PLAN 2011 - 2012**

1. Purpose

- 1.1 To coordinate voluntary service programmes provided by the Community Service Group, the Community Youth Club, leadership training programme for Sing Yin Pioneers, the Boys Scout and other organizations.
- 1.2 To promote voluntary service in a more systematic and effective manner.

2. Review of the Present State

- 2.1 Strengths
 - 2.1.1 Some senior form students show interest in joining voluntary service.
 - 2.1.2 The committee of each service group is willing to motivate their fellow schoolmates to participate in voluntary service.
- 2.2 Weaknesses
 - 2.2.1 Most junior form students are rather passive in participating in activities.
 - 2.2.2 Junior form students have few opportunities to participate in voluntary service.
 - 2.2.3 Most students lack time and skills for services. Not many students have taken part in leadership training programmes.

3 Objectives of Issues to be Addressed

- 3.1 To encourage students, especially those who are from junior forms, to join volunteering.
- 3.2 To promote volunteering amongst students.
- 3.3 To keep a record of students' service work.
- 3.4 To show recognition to students' commitment and contribution towards the society.

4 Implementation Plan

- 4.1 A list of activities provided by different charitable organizations will be carefully screened and recommended to junior form students. Arrangements will be made so that experienced senior form students may assist them in various aspects.
- 4.2 To promote volunteering, representatives from each service group will be invited to share their volunteering experience through Sing Yin Radio.

- 4.3 On top of the records for other learning experiences printed on the students' handbooks, the service record book will continuously be used for each student to mark down the service hours and nature of service they have attained in a year. Information will be updated every year. A new cover page will be designed and some instructions will be highlighted so that it will be easier for students to follow.
- 4.4 An award will be given to students to recognize their commitment and contribution towards the society. Students who have taken part in voluntary service most actively will be awarded with service certificates. The number of service hours and variety of services will be taken into consideration.

5. Evaluation

- 5.1 A record of students' service work will be kept and the data will be analysed.
- 5.2 Observe students' performance in different aspects in organizing activities.
- 5.3 Advisors of the clubs concerned are expected to check the information given by the members by the end of the year carefully.

6. Programme Team

Chairman: Mrs. Lau Cheung S. L.
Members: Ms Lee Chiu Fung
Mr Lee Cheuk Wai
Mr. Li Sze Fuk
Miss Li Yim Wah
Mr. Kong Ping Wah
Mrs Szeto Tang K.C.

家長教師會 2011-2012 工作計劃

1. 宗旨

- 1.1 加強家長與學校之間的聯繫，以及促進雙方的溝通。
- 1.2 討論共同關心的事宜，以改善學生的福利。
- 1.3 為學校籌集額外資源，協助學校改善設施。
- 1.4 推動家長與學校合作，促進學生各方面的發展。
- 1.5 為學校、政府及社會提供意見，以提高教育質素。

2. 現況

2.1 優點:

- 2.1.1 透過本會作橋樑，已能達至家長與學校之間的聯繫及溝通。
- 2.1.2 家長委員和教師委員相處融洽，明白本會的重要性，並能積極拓展會務。
- 2.1.3 班主任及其他老師均合力向學生及家長推介本會。
- 2.1.4 駐校社工在擬定周年活動，如專題講座、工作坊或親子活動時，均樂意協助舉辦活動及提供專業意見。
- 2.8.1 校方各團體，如聖言先鋒、學生會、職業輔導組等均樂意一同協辦活動。

2.2 弱點:

- 2.2.1 家長很少主動與學校打交道，有些家長更因忙於工作，很難接觸。
- 2.2.2 教師委員本身的工作量已不少，要再付出精力和時間去處理會務，及在課後出席常務委員會例會，壓力實在沉重。

3. 本年度目標

- 3.1 鼓勵家長踴躍參與學校及本會的活動，從而掌握更多有效的培育子女的方法。
- 3.2 鼓勵家長透過本會網址，踴躍提出寶貴意見。
- 3.3 邀請專業講者為家長演繹增強親子關係的專題講座。
- 3.4 向教育統籌局家校合作事宜委員會申請主辦專題講座、親子工作坊和出版刊物的津貼，以推動家長不斷學習，裝備自己，拉近與子女的距離。

4. 本年度擬舉辦之活動:

4.1 招募新會員

日期：第一階段為中一註冊日

第二階段為九月下旬

對象：本校家長

形式：在中一註冊日派發會訊，會費已納入校方繳費表內，家長可自由選擇是否加入本會作為會員。而在九月下旬則會發出家長信邀請中四的家長加入本會。

- 4.2 周年會員大會
日期：十一月十一日(星期五晚上六時三十分)
對象：本會會員
- 4.3 講座以「理財」為主題
日期：十一月十一日(星期五晚上七時半至九時)
對象：本校家長及學生
嘉賓講者：香港理財教育協會
- 4.4 親子日營
日期：二月或三月的某個星期天
對象：本校家長及學生
- 4.5 出版簡訊及會訊
簡訊：於上學期派發
會訊：五月二十五日派發（畢業典禮當天）
形式：向家長報導有關本會及學校的動向。
- 4.6 添置參考資料
日期：全年任何時段
形式：添置的親子資料將存放於圖書館內，供家長及學生借閱。
- 4.7 計劃進程：
- | | |
|-------|------------------------|
| 七月 | 招募中一新生為本會會員 |
| 九月 | 招收中四會員 |
| 九至十月 | 籌備家長教師會家長委員選舉 |
| 十月 | 參與學校水運會 |
| 十一月 | 周年會員大會暨專題講座
參與學校陸運會 |
| 二月 | 傑出家長選舉 |
| 二月或三月 | 親子日營 |
| 五月 | 出版會訊 |

5. 評估

- 5.1 每次活動完成後，透過問卷搜集家長對活動的意見，並透過常務委員會會議檢討活動的成效。
- 5.2 觀察家長參與各項活動時的投入程度，以評審活動的果效。
- 5.3 統計參與各項活動的人次及出席率。

6. 本年度教師委員

顧問：	黃志強副校長		
統籌主任：	連胡淑嫻老師		
其他教師委員：	駱婉君老師	何世炳老師	羅穎欣老師
	翁烈雄老師	許志權老師	梁淑蓮老師

7. 財政預算

	收入	支出
本年度預收的會費	\$19,300.00	
新家長會員會費	\$8,500.00	
教師會員會費	\$3,000.00	
教育局周年經費撥款	\$4,224.00	
教育局活動津貼(親子活動)	\$2,500.00	
教育局活動津貼(會訊)	\$2,500.00	
總收入	\$40,024.00	
周年會員大會暨專題講座		\$3,000.00
親子活動		\$25,000.00
印製會訊		\$6,000.00
購置參考資料		\$1,000.00
水運會及陸運會飲品		\$1,000.00
獎學金		\$1,800.00
文具及油印費		\$1,000.00
其他(飲品、花籃、郵票等)		\$1,000.00
總支出		\$39,800.00
盈餘	\$224.00	

SCHOOL ADVISORY COMMITTEE FOR THE STUDENTS' ASSOCIATION PROGRAMME PLAN 2011–2012

1. Purpose

- 1.1 To oversee the operation of the Students' Association to ensure a good service for Sing Yin students.
- 1.2 To supervise the Students' Association in organizing various activities, promoting personal development.
- 1.3 To encourage students to participate actively in school activities, building up their sense of belonging to the school.
- 1.4 To pass the good experiences and tradition of Sing Yin Students' Association onwards.

2. Review of Present State

2.1 Strength

- 2.1.1 Most of the committee members are capable and responsible.
- 2.1.2 Most of the committee members have a high sense of belonging to Sing Yin and the Students' Association.
- 2.1.3 A large number of students are eager to take part in the election of the Students' Association.
- 2.1.4 The Students' Association has a high degree of autonomy.
- 2.1.5 The Students' Association has a large and comfortable office.

2.2 Changes and need

- 2.2.1 All members of SA Executive Committee are F.5 students now. They are relatively younger and immature than those in the past. More supervision by the advisors is needed.
- 2.2.2 The balance between SA duties and study of SA committee members has to be highly stressed. An upper limit of number of large scaled functions should be set.
- 2.2.3 The S.A. is moving to the new office in the new school campus.

3. Objectives of Issues to be addressed

- 3.1 S.A. election
- 3.2 To settle in the new S.A. office.
- 3.3 To increase the degree of supervision over the S.A.

4. Implementation plan

	Objectives	Tasks	Date/Period
4.1	3.1	<ul style="list-style-type: none"> ● The SA election will be held as before. ● The requirement of conduct grade for candidate for chairman should be clearly clarified to all students in the coming years 	9/2011
4.2	3.2	<ul style="list-style-type: none"> ● As informed by the bank, we have to register through the Societies Office, before making any new bank account. ● After registration, we have to move our account from Chong Hing Bank to Bank of China, because it has a branch near the new school campus. ● New regulations for SA office should be set. ● To follow up the work of making a plaque with the names of all SA chairmen in Sing Yin history. 	9/2011 10/2011 1/2012

5. Evaluation and Performance indicator

- 5.1 The transfer of bank account from Chong Hing Bank to Bank of China should be done.
- 5.2 The SA office should be kept orderly and tidy.
- 5.3 A suitable place should be chosen for the plaque.

6. Programme Team

- Mr. Yung Lit Hung (Chairman)
 Ms Ho Ping Ting (Honorable Secretary)
 Ms Tam Mei Ling (Honorable Treasurer)
 Ms Hui Chun Yee (Liaison Officer)