

*Sir Ellis Kadoorie
Secondary School
(West Kowloon)*



**School Report
2007/2008**

ANNUAL REPORT 2007/2008

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Our School

Our School Vision

Appreciating the cultural diversity of the students and reflecting on the changing demands of the modern world, the school aims at the holistic development of each individual student in order to enable them to become lifelong learners, and valuable members of the local and global community.

Our School Mission

To develop in our students:

1. all-roundedness and multiple intelligences
2. respect for others and other cultures
3. a sense of social awareness and responsibility

Our School Values

Synergy
Enthusiasm
Kindness
Self-discipline
Service
Wisdom
Knowledge

Our School Motto

Carpe Diem – Seize the Day

Every day promises new hopes, new horizons and new opportunities

Major Concerns of the Year, 2007/2008

1. Improving organizational efficiency
2. Strengthening the self-evaluation mechanism
3. Improving the effectiveness of learning and teaching

Curriculum

Class Subjects	S1	S2	S3	S4 Science	S4 Arts	S4 Social Science	S5 Science	S5 Arts	S5 Social Science
English	*	*	*	*	*	*	*	*	*
Chinese Language (HKCEE)	*	*	*	*	*	*	*	*	*
Basic Chinese	*	*	*	*	*	*	*	*	*
Putonghua	*	*							
French (IGCSE)	*	*	*	*	*	*	*	*	*
Hindi(GCE O Level)	*	*	*	*	*	*	*	*	*
Urdu (GCE O Level)	*	*	*	*	*	*	*	*	*
Integrated Science	*	*							
Physics			*	*			*		
Chemistry			*	*			*		
Biology			*	*			*		
Mathematics	*	*	*	*	*	*	*	*	*
Additional Mathematics				*			*		
Computer & Information Technology				*		*	*		*
Computer Literacy	*	*	*						
Economic & Public Affairs			*						
Economics					*	*		*	*
Geography			*		*	*		*	*
History			*		*			*	
Chinese History					*				
Integrated Humanities	*	*			*	*		*	*
P.A.T.H.S.	*	*							
Travel & Tourism						*			*
Principles of Accounts						*	*		*
Word Processing & Business Communication						*			*
Applied Learning				*	*	*		*	*
Computer-assisted Design & Technology	*	*	*						
Home Economics	*	*	*						
Physical Education	*	*	*	*	*	*	*	*	*
Music	*	*	*						
Visual Arts	*	*	*						
Library Period	*								
Reading Period	*	*	*						

Medium of Instruction

Our school is an English-speaking school with students of different racial groups. Apart from French, Hindi, Urdu, and Chinese, the medium of instruction of all subjects is English.

School Management Committee

Chairman:	Mr. LEE Sha Lun, Sheridan
Principal:	Mr. FUNG Kam-cheung
Community Member:	Mr. Ringo MAK
Community Member:	Mr. RAGHBI Syed Jamil
Alumni Member:	Mrs. WILMOT Joyce Chapman
PTA representative:	Mrs. Gopalakrishnan KANAKALATHA
PTA representative:	Mr. FOK Chun-hung
Teacher representative:	Mrs. TSANG WU Yuk-kwan
Teacher representative:	Mr. PRASAD Manoj Kumar

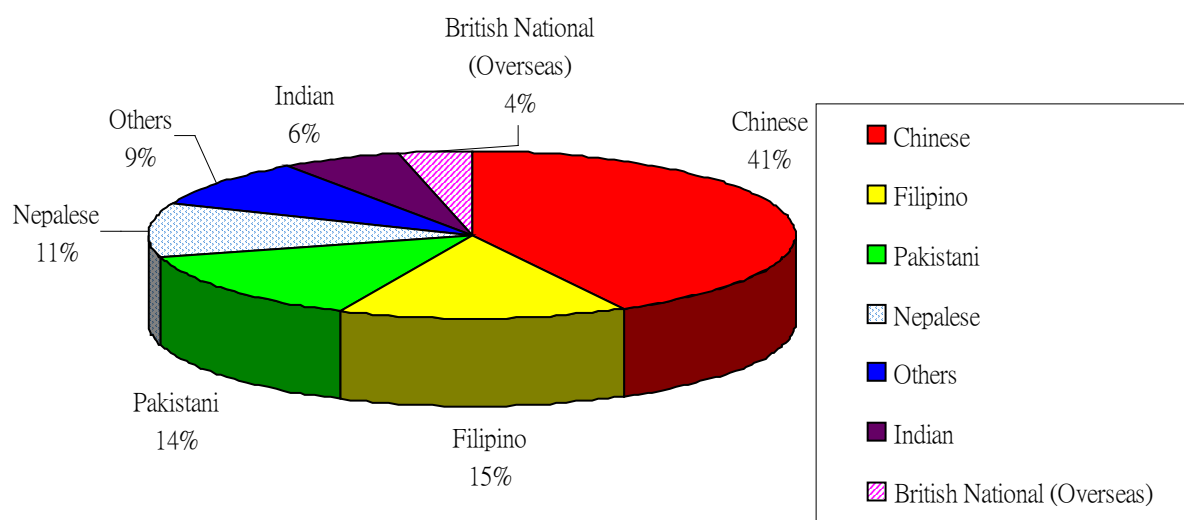
Our Students

Class organization

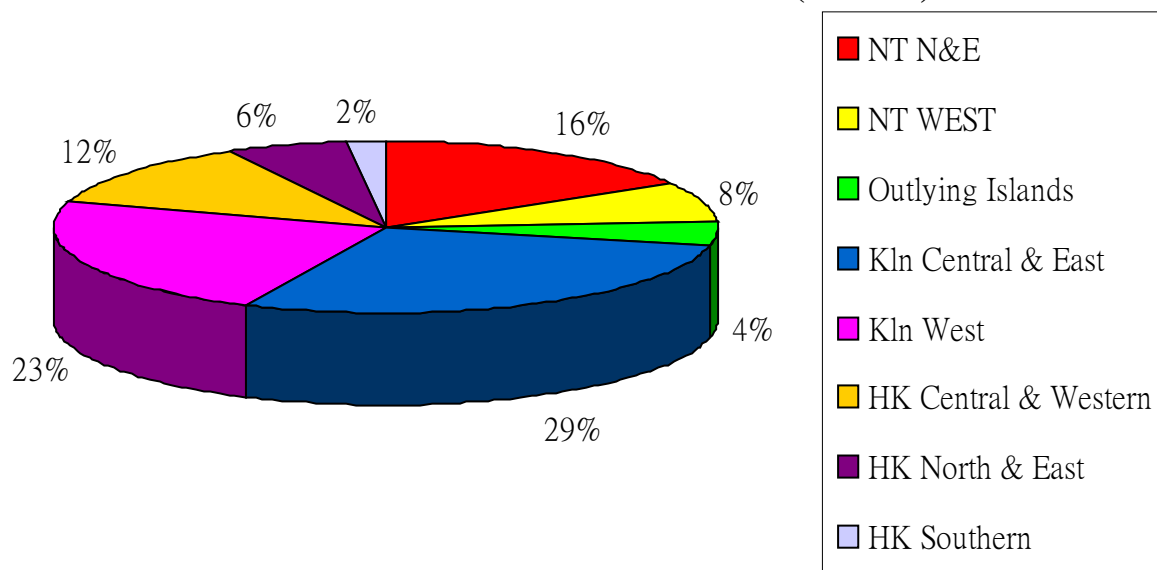
The number of students in June 2008 was 758.

Level	S1	S2	S3	S4	S5	Total
No. of Classes	5	5	6	5	4	25
Boys	99	97	119	77	31	423
Girls	74	79	73	69	40	335
Total Enrolment	173	176	192	146	71	758

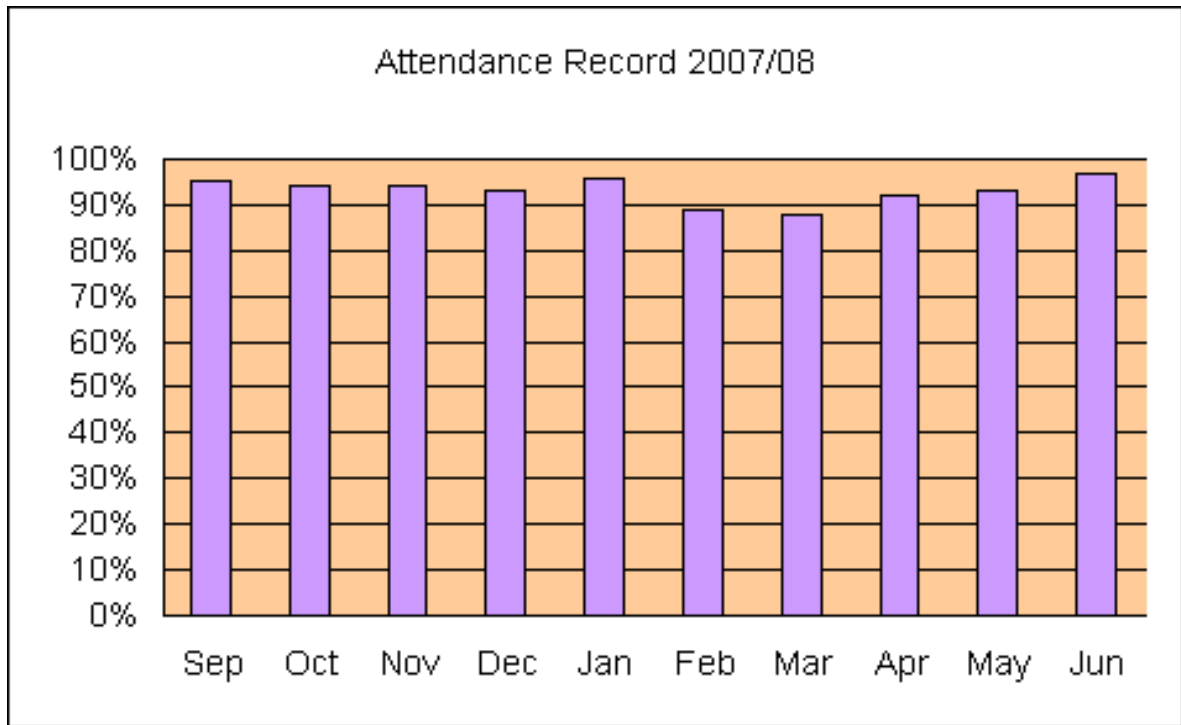
Nationality Distribution of Students (2007-08)



Residential Distribution of Students (2007-08)

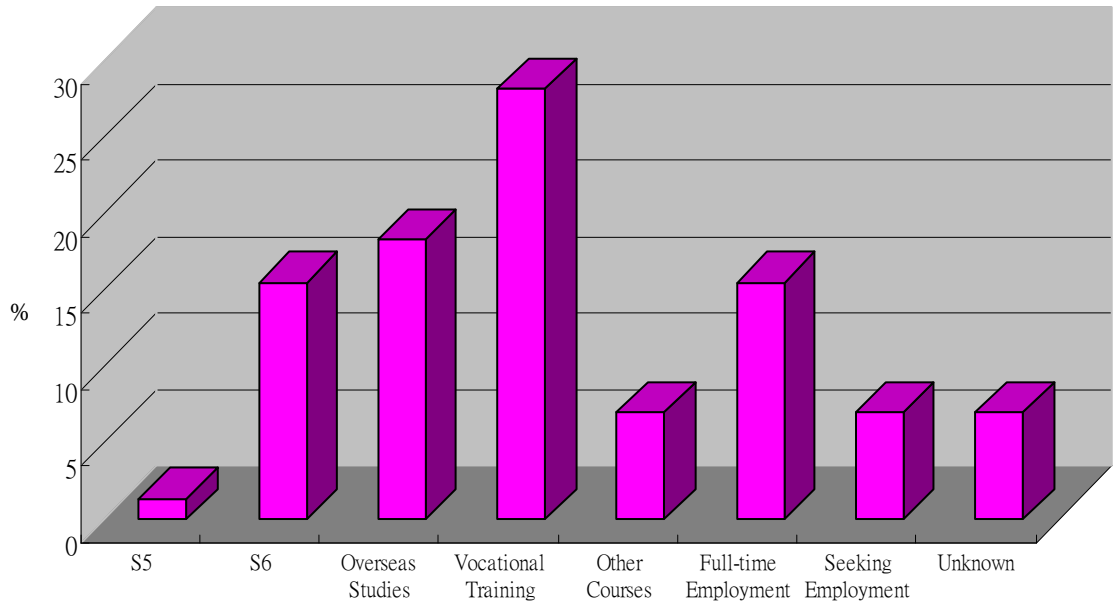


Students' Attendance

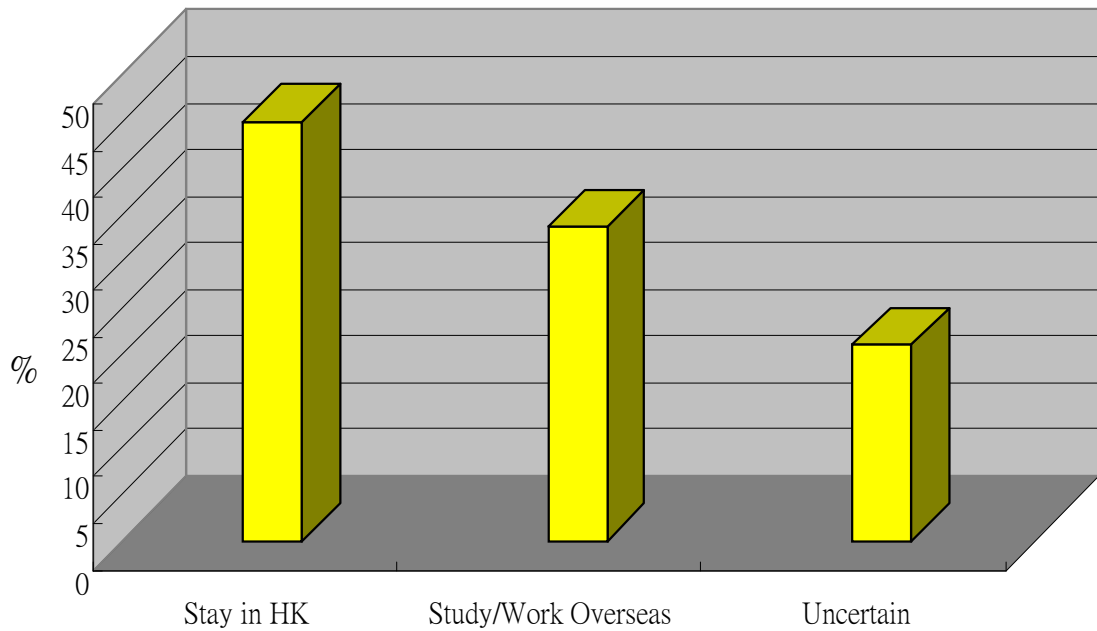


Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
No. of school days	19	20	21	14	22	12	14	20	20	17
No. of Students	786	787	773	771	776	774	771	768	760	758
Days present	14249	14827	15299	10135	16414	8254	9544	14102	14163	12544
Percentages	95%	94%	94%	93%	96%	89%	88%	92%	93%	97%

Pursuits of S.5 Graduates 2007-2008



Students' future plan in the coming 3 years



Our Teachers

Staff Strength

There are 83 members of staff in our school: the Principal, two Assistant Principals, 53 teachers, 1 teacher-librarian, 7 clerical staff, 2 laboratory technicians, 1 computer technician, 1 technical support services officer, 4 teaching assistants, 1 workshop attendant, 1 artisan and 9 janitor staff.

Teachers' Qualification

The qualifications of the teachers are shown below:

1 teacher (2 %) possesses a Doctorate degree.

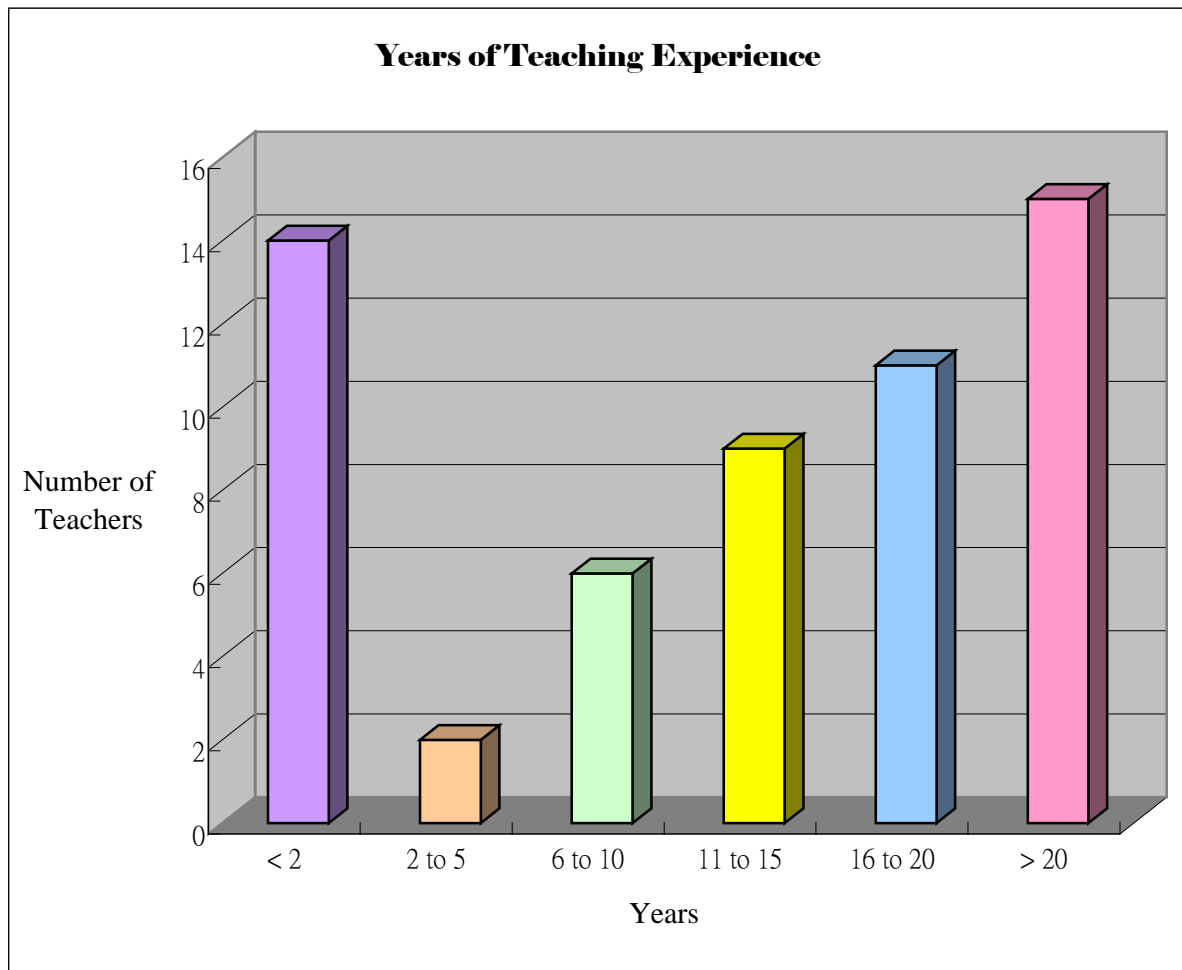
17 teachers (31 %) possess a Master degree.

35 teachers (63 %) possess a Bachelor degree.

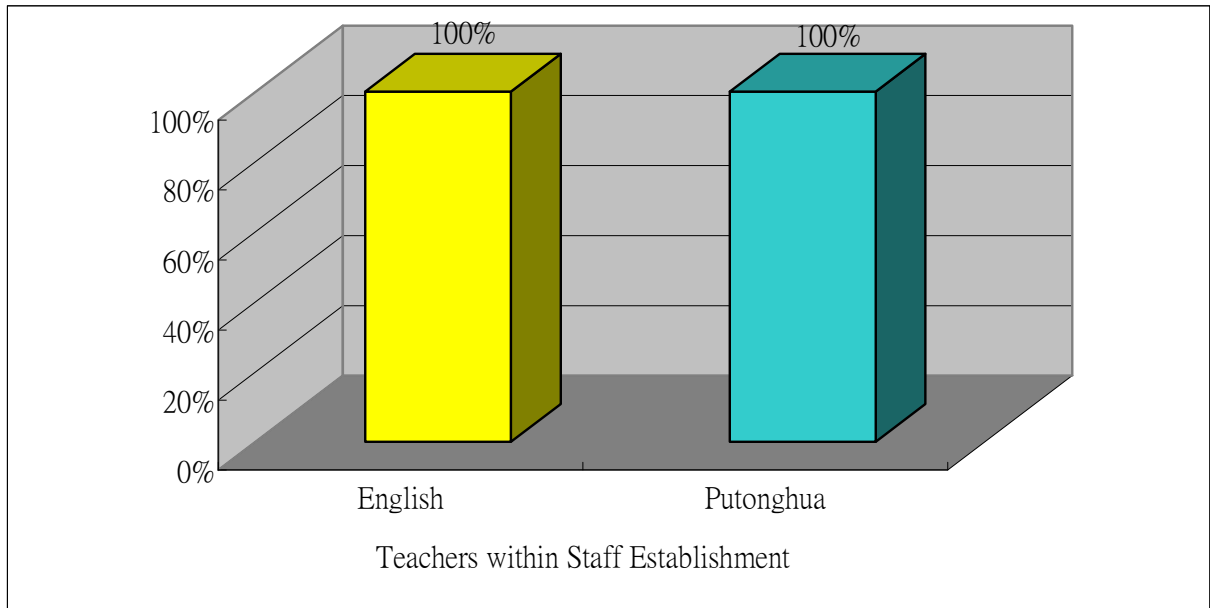
2 teachers (4 %) are Certified Master / Mistress.

All teachers were formally trained in teaching.

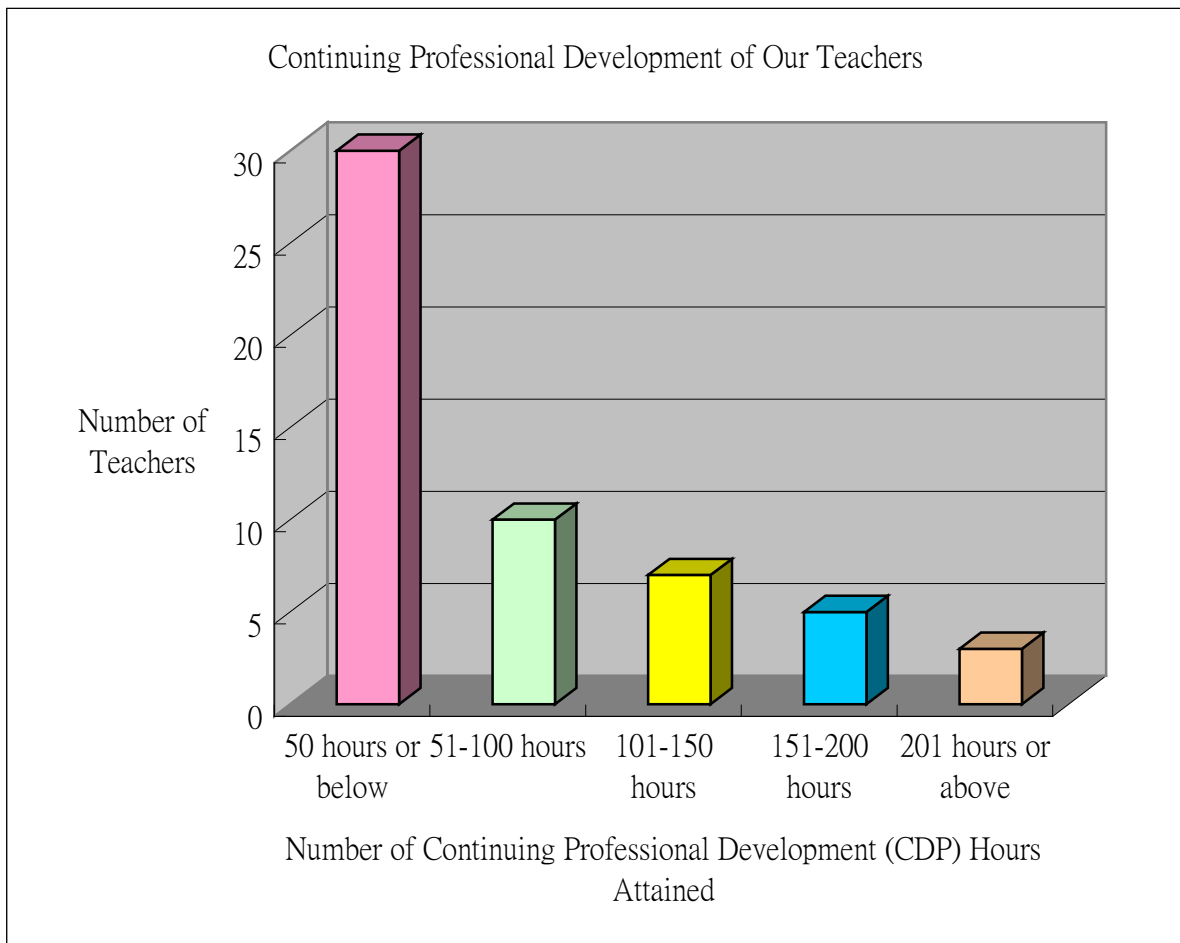
Teaching Experience of teachers



Percentages of teachers meeting Language Proficiency Requirement (LPR)



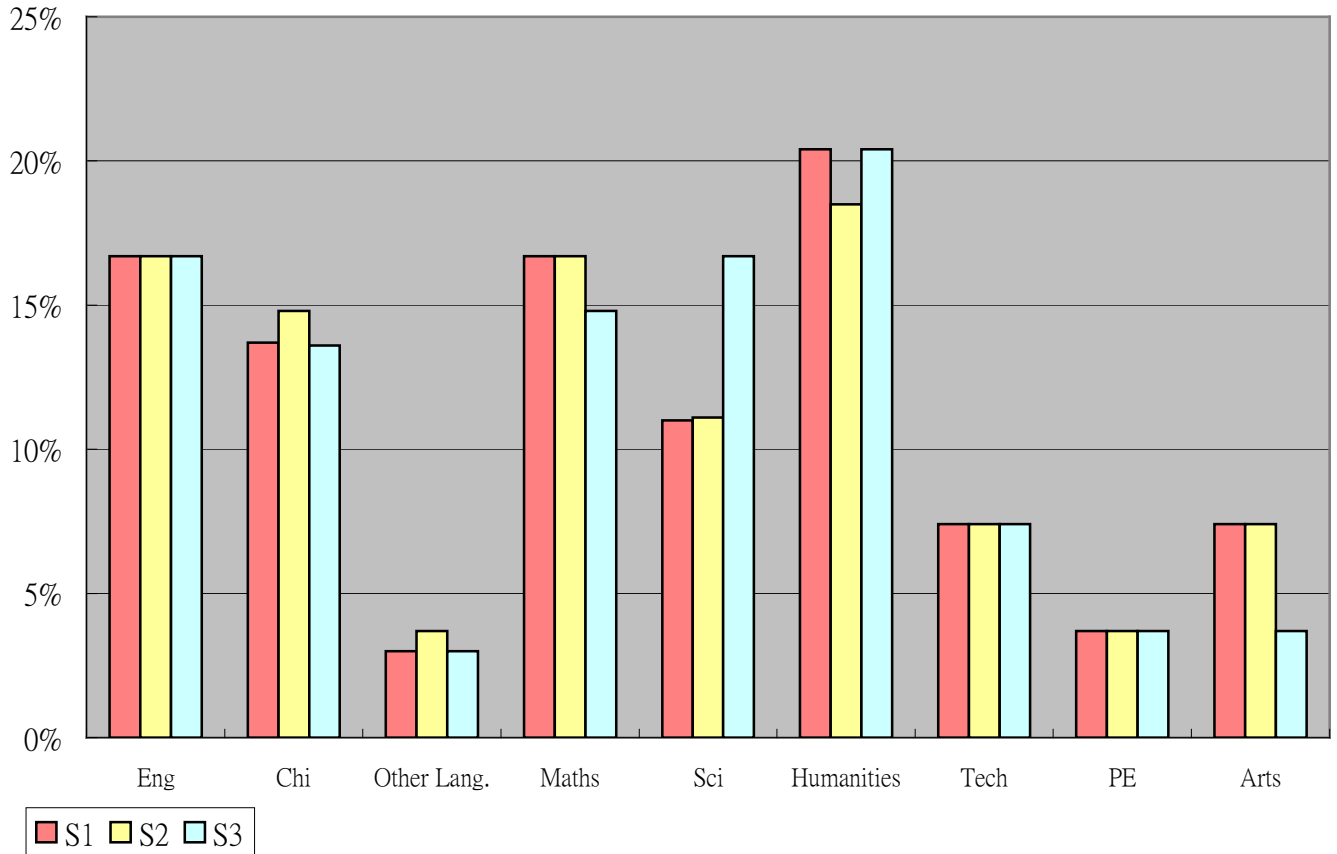
Teachers' Professional Development



Our Learning and Teaching

There were 192 school days in 2007/08.

Percentage of Lesson Time Allocated To the Eight Key Learning Areas

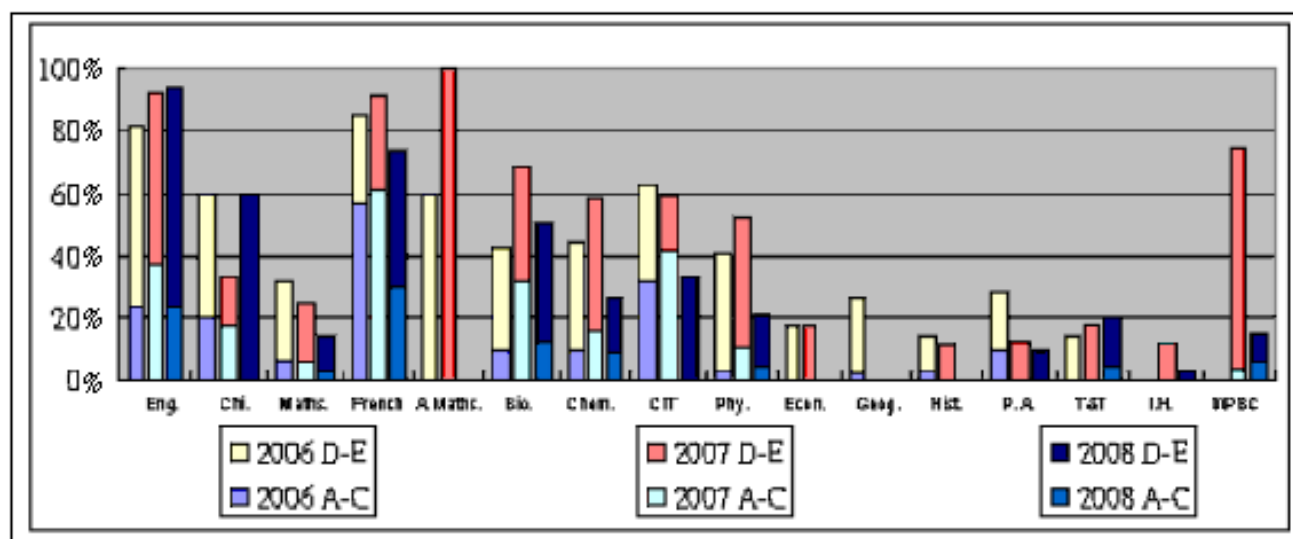


Performance of Our Students

HKCEE

In the HKCEE 2008, there were 68 students sitting the examination obtaining a total of 35 distinctions and credits. English Language and French were the best performing subjects, recording 3 distinctions and 13 credits and 2 distinctions and 6 credits respectively. The best result went to MEIN SMITH LOUISA ISABEL (S.5A) with 2 distinctions and 5 credits.

Comparison of 2008's HKCEE results against those of the previous 2 years:



GCSE

In the GCSE Chinese Examination of 2008, 100% of the candidates obtained the highest grade (A*).

Subject	No. of Candidates	No. of Distinctions (A*)	Pass %
Chinese	3	3	100

GCE "O" Level

In the GCE "O" Level Examination of 2008, the best performing subject was Hindi, with 100% credits and distinctions.

Subject	No. of Candidates	No. of Distinctions	No. of Credits	Pass %
Hindi	12	4	8	100
Urdu	4	0	2	50

Inter-school Activities and Awards Won

❖ **Scholarships, Trusts and Special Awards 2007-2008**

Scholarships, Trusts and Special Awards	No. of winners
Woo Hay Tong Scholarship	10
Guru Nanak Quincentenary Scholarship	1
Harmony Scholarships	4
Hong Kong Indian Women's Club Scholarship	6
Ellis Kadoorie School for Indians Trust	6
Lion and Globe Educational Trust Best Improved Students Award	17
Sir Edward Youde Memorial Prizes	1

❖ **Yau Tsim Mong District School Liaison Committee 2007-2008**

Award	No. of winners
Prominently Improved Students Award 2007-2008	21

❖ **Parents-Teachers' Association 2007-2008**

Award	No. of winners
Academically Most Improved Students Award 2007-2008	21

❖ **Lions International Youth Exchange 2008 Scholarship Environmental Essay Competition – Final Competition** – a boy in S5 was awarded a Certificate of Merit

❖ **Student Environmental Protection Ambassador Scheme 2007-2008**

Awarding Organizations	Award	No. of winners
Environmental Campaign Committee Environmental Protection Department Education Bureau	Merit	7

❖ **59th Hong Kong Schools Speech Festival**

English Solo Verse Speaking	No. of winners
1 st position	1
2 nd position	1
3 rd position	5
Certificate of Merit	37
Certificate of Proficiency	16

Chinese Solo Verse Speaking	No. of winners
1st position	1
Certificate of Merit	9
Certificate of Proficiency	6

❖ **60th Hong Kong Schools Music Festival**

Category	Award	No. of winners
Secondary School Intermediate Flute Solo	Champion	1
Secondary School Intermediate Trumpet Solo	Certificate of Merit	1
Grade 6 Piano Solo	Certificate of Merit	1
Grade 3 Piano Solo	Certificate of Merit	1
Secondary School Intermediate Pi Pa Solo	Certificate of Merit	1
Tom Lee Music Prize for Wind Concerto	Certificate of Merit	1

❖ **The Nanyang Commercial Bank Student Drawing Competition of Hong Kong Flower Show 2008** – a girl in S2 was awarded Commendation Prize

❖ **Junior Cricket Team** – our school team was **1st runner-up** in the Inter-school Junior Cricket Competition 2007-2008

❖ **Senior Cricket Team** – our school team was **Champion** in the Ted Wilson Trophy Inter-school Cricket Competition 2007-2008

- ❖ **Girls Cricket Team** – our girls team was **2nd runner-up** in the Inter-school Girls' Cricket Competition 2007-2008

- ❖ **Inter-school Athletics Championships 2007-2008 organized by the Hong Kong Schools Sports Federation**

Category	Award	No. of winners
400 m race	2 nd runner-up	1 girl
400m race	1st runner-up	1 girl

- ❖ **Inter-school Volleyball Competition - Girls B grade – 1st runner-up**

- ❖ **Inter-school Hockey Competition – Boys – 2nd runner-up**

- ❖ **Joint School Program – Overnight Camp to Welcome Beijing 2008 Olympics**

Award	No. of Participants
1 st runner-up and Team Spirit Award	28
Best Performing Award	1

- ❖ **44th Hong Kong Schools Dance Festival**

Jazz Dance	Award	No. of students in the group
Boys' Group Dance	Highly Commended Award	8
Trio Dance	Highly Commended Award	3
Remix Group Dance	Highly Commended Award	20
Oriental Dance		
Group Dance - Nepalese	Honours Award	8
Duet Dance – Indian	Highly Commended Award	2
Trio Dance – Indian	Highly Commended Award	3
Group Dance - Indian	Highly Commended Award	16

Other achievements/activities

Category	Achievements
Extra-curricular Activities Committee	<ul style="list-style-type: none"> ● Overall Champion of the inter-house competitions was Blue House. ● ECA Outstanding Student Award - 48 students were awarded Certificates of Appreciation
8 th Hong Kong - Singapore Exchange Programme	<ul style="list-style-type: none"> ● Five students in S.2 took part in the 2-week immersion programme in Singapore from 13 – 27 July 2008. ● Students attended regular classes, participated in ECA and stayed with host families. ● Singaporean students and teachers will visit Hong Kong from 9 to 18 November 2008 (tentative).
Financial Secretary's visit to the school	<ul style="list-style-type: none"> ● On 29 January 2008 the Financial Secretary, Mr. John Tsang Chun-wah, visited the school. He was interested in learning about the history of the school and commended the school for its efforts in providing a multicultural environment for students.
Learning Celebrations Day	<ul style="list-style-type: none"> ● 29 February 2008 was slotted to showcase our students' academic, cultural and extra-curricular accomplishments.
School on Air	<ul style="list-style-type: none"> ● On 18 March 2008 the Education Bureau invited our school to take part in a half-hour programme called '家家有教' on RTHK Radio 5. The Principal, a parent representative, a teacher representative and a student representative in S3 talked live in the programme about the brief history, curriculum, the extra-curricular activities and the multicultural characteristics of our school.
Sports Day	<ul style="list-style-type: none"> ● Our Sports Day (Finals) was held on 18 April 2008. Eleven new records were set this year, nine of which were track events and two field events. Red House set new standards for the 4 x 400 m relay in both the girls and boys sections.
Olympic Torch Relay Ceremony	<ul style="list-style-type: none"> ● About 150 students attended the Olympic Torch Relay Ceremony at Hong Kong Jockey Club Shatin Racecourse on 2 May 2008 to witness the arrival of the Olympic Flame.

Major School Functions and Events (2007-2008)

Date	Function
1. 30/8/2007	Orientation Day for S1 - S4 New Students
2. 23/11/2007	Parents' Night cum AGM of PTA
3. 7/12/2007	Speech Day Guest of Honour: Dr. LEUNG Wing Tai, General Secretary of Breakthrough Limited.
4. 20/12/2007	School Picnic Day
5. 21/12/2007	Christmas Class Party and Talent show
6. 19/1/2008	PTA Fun Day
7. 1/2/2008	Parents' Day
8. 29/2/2008	Learning Celebrations
9. 7/4/2008	Sports Day (Heats)
18/4/2008	Sports Day (Finals) Guest of Honour : Mr. LAI Yiu- keung, Tony, Chief Curriculum Development Officer (Physical Education), EDB
10. 15/5/2008	S.3 Parents' Talk on Streaming and Choice of Subjects
11. 16/11/2007 22/2/2008 6/6/2008	Staff Development Days Theme of Day 1 : <i>Preparation for New Senior Secondary Education</i> Theme of Day 2 : <i>(1) SMART Goal Setting</i> <i>(2) Understanding the Social Situation of Ethnic Minority Youths in Hong Kong</i> <i>(3) Preparation for New Senior Secondary Education</i> Theme of Day 3 <i>(1) School's Major Concerns 2008/09</i> <i>(2) Visit to VTC</i>
12. 9/2007 to 7/2008	1 st to 10 th Principal's Meetings with Parents
13. 3 to 8/7/2008	Post-examination Activities

Reports of Programme Plans

Extra-curricular Activities

Date	Events/Activities	Participants
4/9/2007	ECA Presentation & House Annual General Meeting	Whole school
19-21/9/2007	ECA Promotion Days	Whole school
Oct 2007	House Display Board Design Competition	All House members
11/10/2007	The Hong Kong International Horse Show organized by the Equestrian Federation at Beas River Country Club (<i>Event related to the Olympic year 2008</i>)	S2 students
19-23/11/2008	Olympic Game Board Exhibition—Topic: Olympism (<i>Event related to the Olympic year 2008</i>)	Whole school
26-30/11/2008	Olympic Game Board Exhibition—Topic: Food & Nutrition and Weight Control (<i>Event related to the Olympic year 2008</i>)	Whole school
3-6/12/2008	Olympic Game Board Exhibition—Topic: Sports Injuries) (<i>Event related to the Olympic year 2008</i>)	Whole school
7/12/2007	Dance performance on Speech Day	Dance team
21/12/2007	Christmas Party and Talent Show	Whole school
16-18/1/2008	Half-yearly post-examination activities	Whole school
20/2/2008	Athletics Demonstration organized by the Hong Kong Amateur Athletic Association (<i>Event related to the Olympic year 2008</i>)	S.1 students
15-29/2/2008	Horses Across Hong Kong Horse Statue Design (<i>Event related to the Olympic year 2008</i>)	Whole school
29/2/2008	Learning Celebrations — An ECA game room was set up for all visitors	Whole school
7 & 18/4/2008	House Cheering Team Competition on Sports Day (Heats & Finals)	House cheering team members

2/5/2008	Community Celebration of Beijing 2008 Olympic Torch Relay in H.K. (<i>Event related to the Olympic year 2008</i>)	150 selected students
30/6-1/7/2008	聯校水陸競技迎奧運營 (Sponsored by the Kowloon City District Council) (<i>Over-night camp related to the Olympic year 2008</i>)	30 club committee members and 3 teachers
2/7/2008	Horse Learning Day Camp (<i>Event related to the Olympic year 2008</i>)	23 selected S3 & 4 students
4/7/2008	Canoeing trip (Wong Shek Water Centre)	Students with Canoe 3 Stars Award certificate
3/7-8/7/2008	Post examination activities	Whole school
July 2008	Service Award Scheme — All outstanding students might get a certificate in recognition of their contribution to our school	All club members
July 2008	Overall house Champion — Overall Championship was given to the best performing house of the year	All house members
Whole year	Jockey Club Life-wide Learning Fund activities	All qualified students
10/8 16/8/2008	Summer activities: Olympic Equestrian Events—Team/Individual Eventing Dressage - Day 2 Individual Dressage Grand Prix Special - 2nd Qualifier (<i>Event related to the Olympic year 2008</i>)	9 selected students
July-August 2008	Summer activities : Activities included Military summer camp (15 days), 8 th Hong Kong-Singapore Exchange Programme, Military Training Camp in Guangzhou (4 days), dance practice, volleyball training..... etc.	Whole school

School Discipline

Date	Activity/programme	Participants
30/8/2007	Talk for new students and their parents on school discipline in S.1 orientation programme	S.1 students and parents
3/9/2007	Talk on School Discipline in School Assembly	All students
13/9/2007	Talk on School Prefect system and presentation of prefect badges	All students
5/10/2007	Police Talk on Road Safety	S.1 –S.3
9/2007 to 4/2008 (monthly)	<u>Class of the Year Award</u> 1. Inter-class Display Board Competition 2. Inter-class Dress-well Competition 3. Inter-class Punctuality Competition 4. Most Well-behaved Class Competition 5. Inter-class Donation Competition 6. Inter-class Cleanliness competition 7. Inter-class Goal Setting Competition 8. Class with the most volunteer participation Competition 9. Inter-class Football Competition	All students
3-2008		
18/1/2008	<u>Prefect Exchange Programme</u> Visit to Homantin Government Secondary School	35 Prefects
18 – 22/2/2008	Anti-smoking & Anti-drug Week	All students
5/6/2008	Talk on juvenile crime by Police Liaison Officer	S.1 to S.3
Sept 2006- July 2007	Merit System	All students
Whole year	Student School Service Commendation Scheme	All students
Whole year	A: Most Well-behaved Students Award B: Most improved in Conduct Students Award	All students
Whole year	Phoenix Scheme	All students
10/ 2007 to 4/2008	Real Friends Project	All students
4/7/2008 8/7/2008 19/8/2008 to 20/8/2008 3/9/2008	<u>Summer Prefect Training Programme</u> 1. Pre-Day Camp Workshop 2. Training Day Camp 3. Training Camp (overnight) 4. After Camp Workshop	40 prefects
28/11/2007 16/4/2008 28/5/2008	Prefect Training Course	10 prefects
4/7/2008	<u>Prefect Exchange Programme</u> Visit by Homantin Government Secondary School	36 prefects
14/7/2008 to 17/7/2008	Military training Camp in Guangzhou	25 selected students

School Guidance & Counseling

The Guidance and counseling team consists of a school social worker from the Hong Kong Playground Association and six guidance teachers. Individual counseling and programmes were organized for different classes and students to meet their needs and to help their all round development. Activities are tabulated as follows:

Date/Period	Activities	Participants
Orientation Programme		
30/8/07	Orientation Day for Newcomers	Newcomers
30/10/07	Orientation Programme for New students	Newcomers
16/1/08	Orientation Programme for New students	Newcomers
19/3/08	Orientation Programme for New students	Newcomers
5/9/07	Student Support Services	All students
Showing Concern and Consideration for Others- Volunteer Award Scheme		
8/10, 15/10, 22/10 & 29/10/07	Big Brother/Sister Scheme – Training (by school social worker)	22 volunteers (S2-S4)
13/10/2007	Raising fund for the Ronald McDonald House	8 volunteers
3/11/07	Serving the Community-flag selling (The Community Chest)	31 volunteers
26/1/08	Serving the Community-flag selling (Association of Baptists for World Evangelism)	17 volunteers
26/1/08	Voluntary service-Clean Up the Flats for the Elderly in Tai Kwok Tsui	11 volunteers
2/2/08	Serving the Community-flag selling (Heep Hong Society)	22 volunteers
15/3/08	Serving the Community-flag selling (Methodist Social Service)	12 volunteers
10/5/08	Serving the Community-flag selling (Asian Outreach HK Ltd)	31 volunteers
10/5/08	CECES (HK Council of Early Childhood Education & Services) Carnival	11 volunteers
Coping with Secondary School Life		
Whole year	‘Setting Smart Goals for Myself’	All students
Whole year	‘Self-evaluation Scheme’ 2007-2008	All students
5/10/07	‘Promote a Smoke Free Culture and Cultivate a New Generation’ by the Committee on Youth Smoking Prevention	S1-S3
26/10, 29/10, 13/11, 14/11, 22/11, 23/11, 30/11, 3/12, 11/12, 12/12/07	School Harmony Workshop (Bullying)	S1-S2
26/10/07	How to face the “HKCEE”	S5
4/6/08	Visit to Tung Tau Correctional Institution	16 (S2-S4)
3/7/08-4/7/08	Tips on how to avoid inappropriate behaviours during summer holidays	S1-S4
Donation to Charity		
25/9/07	Dress Casual Day for the Community Chest of Hong Kong	All students
31/1/08-15/2/08	Making Donations to the Children in Poverty The 15th “Guangdong Province Remote Area Education Fund” Fund-raising Campaign	All students
19/5/08-28/5/08	Donation Drive (Sichuan earthquake and Myanmar cyclone)	All students
Support program for Non-Chinese Speaking and Returnee Children		
8/10/07-17/12/07	“Making a Rainbow Life”	20 NCS
Every Monday	Tutorial Classes	20 NCS
27/10/07	Halloween Party and visit to the Peak	20 NCS

Date/Period	Activities	Participants
24/11/07	BBQ and collective games at Shek O	20 NCS
15/12/07	Visit to the Ocean Park	20 NCS
28/1/08-30/4/08	“Making a Fruitful Life”	20 NCS
Every Monday	Tutorial Classes	20 NCS
23/2/2008	Social Service Day (Mongkok Integrated Service Centre)	20 NCS
15/3/08	Movie Show and Fireboat Visit	20 NCS
26/4/08	Visit to the Ocean Park	20 NCS
Social Education and Competence Enhancement		
10/9/07 – 10/10/07	‘Cultural Harmony’- Inter-class Display Board Competition	All students
15/4/2008	Drama Show on ‘Internet Addiction’	S1-S3
“Real Friends” Project with the Hong Kong Police Force Police Community Relations Office Mong Kok Police District		All students
27/10/07 (Sat)	Territory-wide Service Day MK JPC Club House- Game Stalls	18 students
30/10/07 (Tue)	Launching Ceremony cum Basketball Friendly Match	Whole school
8/11/2007 (Thu)	Football Friendly Match	10 students
10/11/07 (Sat)	Anti-drugs Carnival (Tsim Sha Tsui) Anti-drugs Talk, Performance by the students & Game stalls	52 students
16/11/07 (Fri)	Canoeing – Self-Challenging program	18 students
19/12/07 (Wed)	Voluntary service: Anti-Deception Drama Competition (A Message to the Elderly)	10 students
21/12/07(Fri)	Voluntary service: Visit to Lam Tin Elderly Centre	20 students
16/1/08(Wed)	Hiking-Kam Shan Country Park, Tai Po Road	32 students
31/5/08	Canoeing – Self-Challenging program	15 students
Peer Relationship Enhancement Program		
15/2/08,19/2,20/2,21/2, 25/2, 26/2	Adventure-based Training Day Camp for S3 Students S3A, 3B, 3C, 3D, 3E, 3F	S 3
PATHS – Tier 2 Programmes		
22/2/08 (Fri)	Adventure-based Training Day Camp cum Opening Ceremony	S1 - S2
26/2/08(Tue)/28/2/08(Thu)	Volunteer Training 1	S1 - S2
4/3/08 (Tue)/ 7/3/08 (Fri)	Volunteer Training 2	34 S1 students
11/3/08(Tue)/14/3/08 (Fri)	Volunteer Training 3	35 S2 students
21/3/08 (Fri) /22/3/08 (Sat)	Social Service Day (I)	S1 - S2
15/4/08 (Tue)/ 24/4/08 (Thu)	Volunteer Training 4	S1 - S2
22/4/08 (Tue)/ 8/5/08 (Thu)	Volunteer Training 5	S1 - S2
29/4/08(Tue)/15/5/08 (Thu)	Volunteer Training 6	S1 - S2
1/5/08 (Sat) /17/5/08 (Sat)	Social Service Day (II)	S1 - S2
6/5/08 (Tue) /22/5/08 (Thu)	Closing Session for Volunteer Group	S1 - S2
12/4/08 (Sat)/ 5/4/08 (Sat)	Educational Activity	S1 - S2
26-30/5/08	Tier 2 Program Presentation	S1 - S2
31/5/08 (Sat)	Fun Day in Disneyland (HK)	20 (S1-S2)
School-based After-School Learning and Support Programme 07/08		
20/2/08, 27/2/08,5/3/08, 12/3/08	DIY Class I (Ornaments)	10 (S1-S4)
21/2/08, 28/2/08, 6/3/08	DIY Class II (Flour Clay)	10 (S1-S4)
22/2/08	Challenge Day Camp at Sai Kung	24 (S1-S4)
8/4/2008	Learning Day at HK Disneyland	20 (S1-S4)

NCS and Returnee Program (2007-2008)

Non-Chinese Speaking and Returnee programme was a School-based Support Programme offering services for non-Chinese speaking (NCS) students and returnees who newly joined our school. The goals of this programme aimed at helping them adapt and fix in the local society as well as education system. There were twenty-two NCS & returnee students in the year 2007-2008. Activities were specially designed and tailor-made to meet their needs. Details of the programme were as follows:

- Mentor Project: All guidance teachers were responsible mentors to support these students, attend to their needs and help them adjust to the school life.
- A program called “Making a Rainbow Life” was conducted with the help of the HK Playground Association.

NCS & Returnees

Number of NCS & Returnees

Date of Admission	No. of NCS & Returnees
3/9/07	20
5/11/07	1
21/1/08	1
Total:	22

Nationalities of NCS & Returnees

Nationality	No. of NCS
Chinese	5
Nepalese	6
Filipino	5
Indian	2
Pakistani	3
Vietnam	1
Total	22

Making a Rainbow Life Program

Aiming at helping our non-Chinese speaking (NCS) students and returnees who newly joined our school to integrate into the local education, a program called “Making a Rainbow Life” was co-organized with the Hong Kong Playground Association. Details of the program were as follows:

- The program was taken care of by all guidance teachers and the school social worker.
- The school was responsible for all expenses and obtained financial resources from the Education Bureau under the School-based Support Scheme (SBSS) Grant for NCS and Returnee.
- The program covered subjects such as Chinese language, Cantonese, social skills, basic life education and local culture. Oral activities such as games and oral quizzes were the focus.

Classroom-Learning (every Monday)

Period	Venue	Time	Activity	Participation %
8/10/07 –30/4/08	Room 501	3:40-4:30 pm	games, oral quizzes, etc.	65%

NCS Activity

To encourage our students to speak in Cantonese and get to know more about Hong Kong, NCS outings were arranged as follows:

Date	NCS Activity	Participation %
27/10/07	Halloween Party and visit to the Peak	90
24/11/07	BBQ and collective games at Shek O	85
15/12/07	Visit to the Ocean Park	100
23/2/2008	Social Service Day (Mongkok Integrated Service Centre)	65
15/3/08	Movie Show and Fireboat Visit	85
26/4/08	Visit to the Ocean Park	90

Feedback

Students' responses in attending Chinese Tutorial Class and Outings were good. They enjoyed learning Chinese culture and language in an interesting and pleasurable way. The attendance rate was satisfactory.

Careers Guidance

Date	Events/Activities	Participants
29/9/07	Visit to the Fashion Wholesale Centre	S4 students taking Fashion & Image Design
12/10/07	Visit to the Hong Kong Maritime Week 2007	Selected students
28/10/07	Visit to the University of Hong Kong	Selected students
30/10/07	Visit to the Lamma Power station and Wind Power Station (Business School Partnership Programme)	S4D
17/11/07	Visit to Hollywood Hotel (Disneyland Hong Kong)	S5 students taking Hotel Operations
23/11/07	Visit to IVE (Haking Wong)	S5
1/12/07 - April 2008	Cathay Pacific "I can Fly" Programme	Selected students
2/12/07	Applied Learning Life Skills Education Camp – "Learn to Fly" Workshop	Selected S4 students
10/12/07	Board-display about student exchange programme and overseas study	Whole school
24/1/08	Visit to the Vocational Training Council Pokfulam Training Centre	Selected students (S1, S3, S4)
24/1/08	Seminar on Police Recruitment	Selected students
3/3/08	Talk on Progression Pathways after Graduation for S5 Students	S5
7/3/08	Accountancy Seminar – "Paths to Success in Accountancy"	20 selected S4 students
8/3/08	Applied Learning (Hotel Operations 2006-2008) Graduation Ceremony	S5 students taking Hotel Operations
8/3/08 - 9/3/08	Create My Sky Camp	Selected Students
9/4/08 - 17/4/08	Board Display about Applied Learning	Whole school
10/4/08	Briefing Session on Applied Learning	S3 Chinese students
15/4/08	Briefing Session on Applied Learning	S3 non-Chinese speaking students
2/5/08	Parents' Talk on Applied Learning	Whole school and Parents
15/5/08	S3 Parents' Talk on Streaming and Choice of Subjects in S4	S3 students and parents
21/5/08	Talk on Interview Skills	92 S3 Chinese Students
3/6/08	Talk on South Asian Student Job Placement Scheme	All S4 non-Chinese Speaking students
4/7/08	Understanding the World of Work (Game)	S2
2/7/08 - 30/7/08	Summer Work Experience Scheme	Selected S5 students
4/7/08	Preparation for the Release of HKCEE Results	S5
7/7/08	Talk on Occupational Safety	S4
14/7/08-17/7/08	Summer Military Training Camp in Guangzhou	Selected students

Moral & Civic Education 2007-2008

Date	Events/Activities	Participants
2/10/2007	National Flag Raising	Whole school
2 – 5 Oct 2007	National Day Quiz	55 students (S.1-S.4)
Dec 2007	Top 10 News Election	161 students (S.1-S.3 Chinese Classes)
13 – 26 Feb 2008	Anti-smoking Board display	Whole School
May 2008	Beijing Olympics Torch Support Day	Whole School
19 – 30 May 2008	Sichuan Earthquake; Caring cards	112 students (S.1-S.4)
14 – 17 July 2008	Summer Military Training Camp	26 students (S.1-S.3)

Health & Sex Education

Date	Events/Activities	Participants
Whole year	Student Health Ambassador Programme	20 selected students
Oct 2007 to Mar 2008	Inter-class Cleanliness Competition (Class of the Year Award)	Whole school
30/11/07 3/12/07	World Aids Day (Distribution of red ribbons, board-exhibition and games)	Whole school
6/12/07 to 14/12/07	Workshops on Sexual Harassment	Whole school
16 Jan 08	Talk on Sex Education “Sex has a price tag”	S3 to S5 boys
18 Jan 08	Talk on Sex Education “Sex has a price tag”	S3 to S5 girls
18 Feb 08 to 22 Feb 08	Anti-smoking and Anti-drug Week	Whole school
11 Mar 08	Health Education Campaign on “Maintain Cough Manners”	Whole school
25 Mar 08	Barbecue	20 Health Ambassadors
7 Apr 08 to 11 Apr 08	Sex Education for S1 ‘Dealing with Puberty’	S1

Environmental Education

Dates	Activity/ Programme	Participants
24/9/2007	Talk on application of GIS on urban planning	S.1 to S.4
24/9/2007 to 25/9/2007	Exhibition on urban planning in Hong Kong	All students
11/2007 to 12/2008	Fish Pond name Nomination Contest	All students
11/2007 – 4/2008	- Green School Financing Scheme	All students
5/2008 to 6/2008	Inter class Energy Conservation Competition	All students
9/2008 to 6/2008	Decorating the Board “Environmental Corner”	Students Environmental Protection Ambassadors
10/2007 – 2/2008	One Person One Flower Scheme	All students
9/2007 to 7/2008	Establishment of Harmony Garden	12 Little Gardeners
9/2007 to 7/2008	Gardening Class	12 Members
9/2007 to 7/2008	Little Gardeners Scheme	12 Members
30/1/2008	Visit to Mai Po Nature Reserve	3E students
9/2007 to 7/2008	Student Environmental Protection Ambassador Scheme	All students
9/2007 to 7/2008	Old Clothes Recycling Scheme	All students
19/3/2008 1/4/2008	Charity sale of plants and flowers for flu victims	All students
25/4/2008	Environmental Education Exchange Programme to Fresh Fish Trader's School	Little Gardeners
15/5/2008 to 19/5/2008	Exhibition from the Mountain to the Sea	All students
21/5/2008	Talk on Conservation of cultural heritage	S.1 S.2
Whole year	Waste materials Recycling Scheme:	All students
Whole year	Resources Conservation Campaign	All students
Whole year	Environmental news cutting for displaying on Environmental Education display board (Environmental Corner) which is on the ground floor	All students

Parents-Teachers Association

1. PTA Annual General Meeting, PTA Executive Committee Meetings, PTA Sub-committee Meeting & SMC Parent Representative Election

Date	Event	Participants
23 November 2007	16 th PTA AGM	PTA members
23 November 2007	SMC Parent Representative Election	Parents
30 November 2007	1 st Executive Committee Meeting	Executive Committee Members
4 January 2008	2 nd Executive Committee Meeting	Executive Committee Members
17 April 2008	3 rd Executive Committee Meeting	Executive Committee Members
18 June 2008	Lunch Box Sub-committee Meeting	Lunch Box Sub-committee Members
20 June 2008	4 th Executive Committee Meeting	Executive Committee Members

2. **Principal's Meetings With Parents**

Date	Event	Participants
21 September 2007	Introductory Meeting With Parents Theme: School Intranet	55 parents
26 October 2007	1 st Principal's Meeting With Parents Theme: 13 Principles in Guiding a Child	21 parents
23 November 2007	2 nd Principal's Meeting With Parents Theme: Parenting An Adolescent	28 parents
19 January 2008	3 rd Principal's Meeting With Parents Theme: NSS Curriculum	6 parents
1 February 2008	4 th Principal's Meeting With Parents Theme: Questions & Answers	50 parents
29 February 2008	5 th Principal's Meeting With Parents Theme: Latest Developments At School	10 parents
20 March 2008	6 th Principal's Meeting With Parents Themes: Identifying Learning Difficulties & Helping Children Improve Their Language Skills	20 parents

18 April 2008	7 th Principal's Meeting With Parents Theme: Parent-Child-Teacher Relay	20 parents
2 May 2008	8 th Principal's Meeting With Parents Themes: Applied Learning & Recent Developments At School	40 parents
5 June 2008	9 th Principal's Meeting With Parents Themes: How To Help Your Child Prepare For Examinations, Timetabling During the Post-examination Period & Criteria For Promotion To a Higher Form	21 parents
4 July 2008	10 th Principal's Meeting With Parents Theme: School Developments in 2008-2009	25 parents

3. PTA Fun Day

Date	Event	Participants
19 January 2008	PTA Fun Day	120 parents, students & teachers

4. PTA Interest Classes

Date	Activity	Participants
29 February 2008	Waffles	150 parents, students & teachers
20 March 2008	Greeting cards	25 parents, students & teachers
14 April 2008	Cushion cover embroidery	30 parents, students & teachers
28 April 2008	Crystal key chains	40 parents, students & teachers
2 May 2008	South East Asian food & drink	100 parents, students & teachers
30 May 2008	Masala dosa	40 parents, students & teachers
7 July 2008	Demonstration: Making silver jewellery	40 parents, students & teachers
8 July 2008	Filipino dessert	35 parents, students & teachers
8 July 2008	Golf	40 parents, students & teachers

5. 14th Parents Also Appreciate Teachers Drive

Date	Activity	Participants
May – June 2008	Writing postcards of appreciation to teachers	Parents & students
9 July 2008	Presentation of certificates of appreciation to teachers	PTA Executive Committee parent-members

6. Fund Raising

Date	Activity	Participants
23 November 2007	Voluntary Donation Drive Amount raised: \$2,468.50	PTA members
21 December 2007	Dress Casual Day for the PTA Amount raised: \$8,445.70	S1-S5 students
5-13 May 2008	Readathon for the PTA Amount raised: \$2,346.40	S1-S4 students

7. PTA Involvement in School Functions

Date	Function	Participants
Orientation Day for New Students and Parents	28 August 2007	250 new students & parents
Parents' Night	23 November 2007	150 parents
Speech Day	7 December 2007	150 parents & guests
Learning Celebrations	29 February 2008	750 parents & students

8. Sponsoring / Subsidizing Student Participation in Outside Events and Prizes and Awards

Date	Event / Prize / Award	Participants
November – December 2007	59 th Hong Kong Schools Speech Festival	78 students
July 2008	Academically Most Improved Students Award	21 students
September 2007 – June 2008	Subsidies for school dance and sport teams	Dance and sport team members

Promotion of Reading

• Strategies / Tasks	• Success Criteria	• Evaluation	• Remarks / Recommendations for Improvements
• Library book acquisitions	<ul style="list-style-type: none"> • School library book collection is enlarged. • All subject departments fully utilize the funds allocated for the purchase of books. • The variety of books, magazines and periodicals is increased. 	<ul style="list-style-type: none"> • The school library spent \$40,682 and purchased 526 books. • Subject departments suggested titles for purchase and funds were fully utilized. • The school library subscribed to 19 magazines and newspapers. 	<ul style="list-style-type: none"> • Continue to expand the inventory of library books. • Maintain the variety and the number of magazine subscriptions.
• Reading period	<ul style="list-style-type: none"> • Each student reads an average of 5 books. • Students are able to read independently in silence. • 65% of students think that the reading lesson is useful for their general learning. • 65% of students find reading enjoyable. 	<ul style="list-style-type: none"> • All S1-S3 students engaged in independent silent reading during the reading period, which was conducted twice per cycle. Questionnaire results indicated that each student had read an average of 6 books. • Questionnaire results show that 71% of students think that the reading lesson is useful for their general learning. • Questionnaire results indicate that 67% of students find reading enjoyable. 	<ul style="list-style-type: none"> • Continue to have a reading period in the regular timetable for S1-S3 students. • During the term test week, students should be permitted to do revision during the reading lesson.
• English Extensive Reading Scheme (E.E.R.S.) & Reading for Fun Award	<ul style="list-style-type: none"> • On average, each student reads 5 books. • Students are able to read independently for pleasure. 	<ul style="list-style-type: none"> • The E.E.R.S. offered a means for students to develop their reading habit. Most students were able to read in silence during the silent reading lessons. • In the E.E.R.S. and the Reading for Fun Award, each student read an average of 6.4 books. There were 59 prize winners. Students received certificates of merit, certificates of appreciation and prizes. 	<ul style="list-style-type: none"> • Continue to run the E.E.R.S & Reading for Fun Award. • Maintain the same levels of funding to buy prizes and awards.

<ul style="list-style-type: none"> Chinese Extensive Reading Scheme (C.E.R.S.) 	<ul style="list-style-type: none"> On average, each student reads 5 books. On average, each student writes 5 book reports. 	<ul style="list-style-type: none"> Reading records show that, on average, each student read 5 books and completed 5 book reports. 	<ul style="list-style-type: none"> Funding to buy prizes and awards.
<ul style="list-style-type: none"> Book Club 	<ul style="list-style-type: none"> 50 members 	<ul style="list-style-type: none"> First term: 4 students joined the book club. Second term: 10 students joined the book club. 	<ul style="list-style-type: none"> The Promotion of Reading Committee will continue to work in collaboration with Scholastic to run the book club. Explore the possibility of running a Chinese book club.
<ul style="list-style-type: none"> Theme based mini book exhibitions 	<ul style="list-style-type: none"> 4 book exhibitions are held. 	<ul style="list-style-type: none"> 5 mini book exhibitions were held. Approximately 40% of students visited the exhibitions. 	<ul style="list-style-type: none"> Continue to organise regular book exhibitions and displays
<ul style="list-style-type: none"> Book exhibition (outside organisation) 	<ul style="list-style-type: none"> 1 book exhibition held. 	<ul style="list-style-type: none"> Several outside organisations declined invitations to hold a book exhibition at school. 	<ul style="list-style-type: none"> Arrange for an outside organisation to hold a book exhibition at school on a special school day, e.g. Learning Celebrations
<ul style="list-style-type: none"> Readathon 	<ul style="list-style-type: none"> 60% of the classes participate. Students are able to read to raise money for the PTA. 	<ul style="list-style-type: none"> 38% of classes participated in the Readathon. Students raised \$2,346.40 for the PTA. 	<ul style="list-style-type: none"> Continue to organise a Readathon as it allows students to read and raise money for a good cause. It would be better to do the Readathon in the first term when sponsors (parents & guardians) are more likely to be more generous in making donations.
<ul style="list-style-type: none"> Reading Weeks 	<ul style="list-style-type: none"> 20% of students participate in the activities. 	<ul style="list-style-type: none"> Various activities were organised. Exhibition of New Library Books: approximately 40% of the students attended the exhibition. Book Related Film Shows: Approximately 50 students attended each show. Author visit: all S1-S4 students attended Mr. Nury Vittachi's talks. Riddles for fun 	<ul style="list-style-type: none"> Continue to organise Reading Weeks. Continue to plan a variety of activities to promote reading. Organise author talks (1 in English and 1 in Chinese).

Project Learning

Achievement Targets

1. To coordinate the different subject departments to avoid setting too many projects in different subjects during the same period of time.
2. To facilitate the implementation of project learning in different subject departments.

Target	Strategies / Tasks	Success Criteria	Methods of evaluation
1	Time-table showing the conduction of project work in different subjects at different levels was displayed at the two ends of the staff room.	Review of the time-table	Upon the receipt of information provided by all departments, the teacher i/c discussed with the Assistant Principal to evaluate the distribution of project work throughout the year. It was believed that there were not too many projects as some of them were conducted in the lesson time.
2	Internal circular on Project Learning (To provide some guidelines for HODs to fill the table)	---	To save time and paper, this one was not done. Instead, a file with necessary information was circulated among department heads for the dissemination of information. The information was successfully collected
	Budget allocation	Departments in need of money for the projects were provided with the money they requested	Each HOD was asked if they wanted to apply for a certain amount as the budget of Project Learning. Three departments: IS, Biology and CADT asked for it and totally, HK\$1,810 was allocated for them.
	Extra resources		Each HOD was asked if they need extra help. Only History and IH departments solicited help from the library to organize book exhibitions related to the themes of the projects.

The possibility of joining outside competitions was investigated. However, the existing project work, including SBA, made it quite difficult to have more project work added.

Preparation for New Senior Secondary (NSS) Curriculum

The preparation work for NSS has been carried out in different levels and aspects. The principal, all teachers and teaching assistants were involved in the discussion related to NSS on the first (16/11/2007) and second (22/2/2008) Staff Development Days. Discussions on modules to be selected, topics to be taught across the three years of NSS, resources needed, modes of teaching, human resources and OLE (Other Learning Experiences) were conducted. Meetings among different HODs were held periodically to assess the progress.

The school has converted or ameliorated some rooms and areas to make rooms suitable for teaching or conducting discussion. A soundproof folding partition has been installed in Room 111 to make it separable into two classrooms. Having two air conditioners installed in Room 110, it becomes a standard classroom. The cabinets in Room 605 will be removed to turn it to a small classroom. Some special rooms may also be converted to suit the future use.

Some decisions have been made to facilitate the implementation of NSS curriculum. Starting from September 2008, the school will adopt the 'week timetable'. The number of electives has been fixed to two. All students will take 2 electives in S4 and they will be allowed to drop one elective and take one Applied Learning course instead. Students who do not drop any elective are also free to choose one Applied Learning course.

HODs have been encouraging their panel members to attend relevant courses. Training summaries of each NSS subject were given to the HODs concerned to show them the progress in each subject panel for the sake of planning and monitoring.

The parents have been informed about the NSS curriculum through different means. In December 07, the parents were provided with brochures and DVD disseminated by the EDB. On the PTA Fun Day, 19 January 08, a PowerPoint presentation was delivered to parents. On the Parents' Day, 1 February 08, parents were further informed about NSS through display boards. The parents' choices on elective subjects were then collected through preliminary survey. The second series of DVD concerning NSS was distributed in July 08.

The S1 and S2 students have been trained to prepare their own Student Learning Profile. A competition was held to promote the initiative to prepare the Student Learning Profile seriously.

Major Concerns 2007/08 – Evaluation & Reflections

A. Improving the organizational efficiency

1. To solicit staff views on formulating essential school policies and management issues and nurture participatory planning and decision making in strategic planning, teachers were invited to attend meetings of management teams to participate in planning and decision making on various issues. Throughout the year over 60% of the management team meetings were attended by teachers not in the teams and they were willing to voice their opinions.
2. To strengthen the role of middle management in facilitating communication between teachers and school management, HODs were enlisted to help reflect points discussed in HODs meetings to teachers and solicit views from teachers for the implementation of school policies.
3. Over 80% of teachers agreed that the subject/committee heads could facilitate communication between the management and teachers and teachers can voice their opinions to the school through the subject/committee heads.
4. Efforts were made to improve the school organizational culture and 70% of teachers agreed that there had been improvement in coordination and cooperation among staff.

B. Strengthening the self-evaluation mechanism

1. After the Half-yearly examination and Annual Examination, every subject department made effective use of the data from examination results to identify the strengths and weaknesses of students and plans were formulated accordingly for improvement.
2. To formulate plans to foster positive development of students, data was collected from APASO in November 2008. The results reflected a positive feedback in terms of general satisfaction, teacher-student relationship, social integration, achievement, opportunities, adventure and attitudes to school. To help alleviate the negative affect of students and gain the support from students while enforcing school discipline, it is stipulated in the Major Concern 2008/09 that class teachers should make efforts to discuss with their class and formulate some rules and regulations mutually agreed by teachers and students.
3. Compared with the previous year, more subjects included peer-evaluation in their coursework assessments.
4. Goal setting was implemented throughout the year and over 50% of students agreed that they were able to set learning goals.

C. Improving learning and teaching effectiveness

1. To review and revise the present curriculum to match better with the needs and interest of students, Applied Learning has been implemented in S.4 and I.H. implemented in S.2.
2. The Chinese curriculum has been revised to cater for the diverse learning needs of students.
3. To develop the potential of the more able students, over 70% of subject departments have added more challenging elements to the present curriculum to develop these students' potential.
4. To improve the learning attitude of students, the award system has been revised and clearly explained to students and parents.
5. To cultivate a good reading habit among students, reading periods and reading activities have been conducted throughout the year and over 60% of students agreed that they liked reading.
6. To promote student-centred pedagogy amongst teachers, teachers were encouraged to attend seminars/workshops to update themselves with the most recent teaching pedagogies.
7. To apply the knowledge learnt from DOLACEE workshops conducted in the previous year, over 71% of teachers have carried out their DOLACEE action plans.
8. To foster closer collaboration with parents in helping students to learn, Parents' Handbook was issued to all parents at the commencement of the school year. Parents were invited to come to the school to meet the Principal once every month and a total number of 10 meetings were held throughout the year.
9. To prepare for the New Senior Secondary Curriculum, preliminary plans on the number of electives and the subjects to be offered by the school were drafted. The S1 and S2 students have been trained to prepare their own Student Learning Profile.

Evaluation on the Use of “Capacity Enhancement Grant”

Employment of Teaching Assistant for Elementary Chinese, 2007– 2008 Evaluation Report

We employ a Chinese Teaching Assistant (CTA) to help the Chinese Department to prepare various teaching materials and run different programmes from 1-9-2007 to 31-8-2008.

1. She has conducted the following Chinese Programmes:

Course	Target group	Duration	No. of students participated
Chinese Enrichment Course HKCEE syllabus	For S.1 to3 students who got a poor result in the Half-Yearly Examination than others.	March to June, 2007 (twice a week)	18-25

Some students found that the course was useful and their reading skills had also been enhanced.

2. The CTA helped to prepare the worksheets and teaching materials for the Chinese teachers. The feedbacks from the panel members were very good.
3. The CTA helped the Chinese Department and Chinese Club to organize different extra-curricular activities and help to decorate the Display Board for Learning Celebrations Day. Her performance was highly complimented.
4. The CTA assisted the students in borrowing and returning books during lunchtime.
5. The CTA helped the Chinese teachers in preparing the quotation of and filing of the books of the Chinese Extensive Reading Scheme. It relieved teachers’ administrative duties and gave teachers more spare time to prepare lessons.
6. The CTA helped to carry out some administrative duties assigned by the Assistant principal.
7. The CTA helped to conduct the Putonghua lessons for S.1and S.2.
8. The CTA will help to conduct Summer Enrichment Programmes for students who failed in the Yearly Examination during the summer vacation.
9. The CTA assisted the Head of Department in the annual stocktaking for the Chinese Department and the stocktaking of ERS books.

Members of the Department concluded that the employment of a Teaching Assistant has helped to relieve the workload of teachers and the school on the whole.

Evaluation on the Use of “Capacity Enhancement Grant”

Employment of Teaching Assistant for English Language, 2007– 2008 Evaluation Report

Strategies / Tasks	Success Criteria	Evaluation
Employment of English Teaching Assistant (T.A.)	Feedback by members of the department as reflected in the questionnaire	<p>Summary of the questionnaire (sample attached):</p> <ul style="list-style-type: none"> ➤ All members of the department considered the T.A. helpful in assisting them to prepare worksheets and other teaching materials ➤ Some thought students had benefited from the learning sessions conducted by the T.A. while some were not too certain about the effect ➤ All considered that she had been very helpful in the annual stocktaking of departmental stock and ERS books as well as matters relating to the implementation of SBA ➤ Comments on the T.A.’s general quality of work were very positive considering the contributions made by her. ➤ The T.A.’s general working attitude was good and improvements were particularly made in the later stage. ➤ The T.A. was an essential member of the English department. ➤ It was proposed after-school programmes could be conducted in collaboration with the Academic Promotion Committee in the study rooms to help students with special needs; however, the T.A. seemed to be bogged down with a lot of duties <p>Reflections:</p> <ul style="list-style-type: none"> ➤ If funds were available, most members of the Department would like to re-employ the current T.A. ➤ One member suggested employing an English-major to carry out the duties ➤ The duties of the T.A. (English) could be more focused and better-defined

Evaluation on the Use of “Capacity Enhancement Grant”

Employment of Teaching Assistant for Integrated Humanities, 2007– 2008 Evaluation Report

We employ a Humanities Teaching Assistant (IHTA) to help the Humanities Department to prepare various teaching materials and organise educational activities from 1-9-2007 to 31-8-2008.

1. The IHTA helped to prepare the worksheets and teaching materials for Humanities teachers. The feedbacks from the panel members were very good.
2. The IHTA helped the Humanities Department to decorate the Display Board for Learning Celebrations Day. Her performance was highly complimented.
3. The IHTA helped the Humanities teachers to prepare the list of library books to be purchased for the coming school year. It relieved teachers’ administrative duties and gave teachers more spare time to prepare lessons.
4. The IHTA helped to carry out some administrative duties assigned by the Vice-principal, like substitution of lessons, telephoning absent students at home, assisting in public and internal examinations, lunch supervision and homework supervision class after school.
5. The IHTA helped to conduct Summer Programmes for students who are interested in the subject during the summer vacation.
6. The IHTA assisted the Head of Department in the annual stocktaking for the IH and History Department.
7. The IHTA assisted enormously in making arrangements and implementing of SBA in History and IH.
8. The IHTA carried out effective liaison which publishers in dealing with the teacher’s copies and ordering of workbooks and folders for S.1 and S.2 students.
9. The IHTA made all the arrangement necessary for the educational visits for S.1 and S.2, like collection of transport fee, parents’ letters, application of visits to the museums and ordering of coaches.
10. The IHTA helped in all the administrative work concerning the service of the Wise News System.
11. The IHTA helped to set up a comprehensive resource data-bank for the Humanities subjects.

Members of the Department concluded that the employment of a Teaching Assistant has helped to lessen the workload of teachers and the school on the whole.

Evaluation on the Use of “Capacity Enhancement Grant”

Employment of Teaching Assistant for Mathematics, 2007– 2008 Evaluation Report

Activity / Programme	Duration	Successful Experience	Recommendations for Improvements
Employment of a Mathematics Teaching Assistant (MTA)	Sept2007 – Aug 2008 (1 year)	<ul style="list-style-type: none"> ➤ With additional funds under the Teachers’ Capacity Enhancement Grant, a Mathematics Teaching Assistant (MTA) was employed to assist members of the Mathematics Department prepare worksheets and provide IT support for teaching and learning purposes. ➤ The MTA helped to conduct the Lunch Time Mathematics Q&A Session for all forms during lunch from 1:00 p.m. to 1:35 p.m. each school day. The feedback from students attending the Q&A Sessions was very positive. Most participants found the Session useful and showed improvement in their assessment results. ➤ The MTA assisted the Mathematics Department to run after-school Mathematics tutorial classes for S.3 and S.5 students who needed special assistance. He designed graded exercises and model tests for students with different Mathematics standards. The feedback from panel members was good. ➤ The MTA helped to manage the Mathematics Olympiad Training Class for S.1 to S.3. Most participants found the class useful and have shown more confidence and interest in Mathematics. ➤ To promote students’ interest in mathematics, the MTA helped to organize different types of activities and programs for the Mathematics Club. Moreover, he helped to decorate and update the display boards around the school. ➤ The MTA proved himself to be highly efficient by helping to prepare Mathematics Self-learning Exercise Books and Summer Vacation Exercise Books for different forms. ➤ The MTA had also done a good job in assisting the Head of Department in the annual stocktaking for the Mathematics Department. ➤ Members of the Mathematics Department found the MTA very helpful, friendly, co-operative, reliable and efficient. ➤ Members of the Department concluded that the employment of a Teaching Assistant had helped to relieve the workload of Mathematics teachers very much. 	The T.A. could assist the Mathematics Department to prepare the teaching materials for the new senior secondary curriculum.

Evaluation on the Use of “Capacity Enhancement Grant”
Employment of two temporary teachers, 2007– 2008

Strategies

Two temporary teachers on non-civil service contract terms were employed by Additional time limited grant.

Period of time

From 1.9.2007 to 31.8.2008

Duties

To assume the duties of full-time teachers.

Evaluation

1. The workload of teachers was alleviated as the two temporary teachers shared the overall teaching duties of all staff.
2. With the alleviation of teaching duties teachers were able to concentrate on the critical tasks in the education reform brought by the implementation of new senior secondary curriculum.
3. With more human resources brought by the employment of temporary teachers, split classes were arranged to enhance students’ language proficiency and cope with the diverse and special learning needs of students with varied abilities.
4. With relieved teaching duties teachers were able to assist in implementing enrichment programmes preparing students for School-based Assessment and Territory-wide System Assessment.
5. To improve the academic standard of students, the temporary teachers helped to run a Study Room after school to help students on problems they encounter in their study.
6. Homework supervision class was offered after school with the help of the temporary teachers to teach students to complete their homework assignments.
7. Summer academic programmes were offered to students to meet the needs and interest of students.
8. The extra manpower was deployed to support school events, ECA activities and administrative duties of a full time teacher.
9. It is hoped that the funding would continue to support the employment of full-time temporary teachers to relieve the heavy workload of teachers.

*** The End ***