

*Sir Ellis Kadoorie
Secondary School
(West Kowloon)*



**School Report
2009/2010**

ANNUAL REPORT 2009/2010

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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, 2009/2010

1. Helping students develop essential virtues
2. Improving the effectiveness of learning and teaching
3. Enhancing positive team culture and organizational capacity

Curriculum 2009-10

1. From the school year 2009/2010 onwards, S4 students will follow the New Secondary School (NSS) curriculum.
2. Basic Chinese follows a school-based curriculum and provides non-Chinese speaking students with basic knowledge of Chinese.
3. To cater for the needs and interests of our students, a diverse curriculum is designed for all levels.

Subject	Level	S1	S2	S3	S4	S5
English		✓	✓	✓	✓	✓
Chinese (HKCEE / HKDSE / GCSE)		✓	✓	✓	✓	✓
Basic Chinese		✓	✓	✓	✓	✓
Putonghua		✓	✓	✓		
French (GCE – AS level)		✓	✓	✓	✓	✓
Hindi (GCE – AS level)		✓	✓	✓	✓	✓
Urdu (GCE – AS level)		✓	✓	✓	✓	✓
Mathematics		✓	✓	✓	✓	✓
Additional Mathematics						✓
Integrated Humanities		✓	✓	✓		✓
Geography					✓	✓
History						✓
Chinese History						✓
Liberal Studies					✓	
Integrated Science		✓	✓	✓		
Physics					✓	✓
Chemistry					✓	✓
Biology					✓	✓
Combined Science					✓	
Economics					✓	✓
Word Processing & Business Communication (English)						✓
Principles of Accounts						✓
Business, Accounting and Financial Studies					✓	
Travel & Tourism (S5) / Tourism & Hospitality Studies (S4)					✓	✓
Computer Literacy (S1 - 3)		✓	✓	✓		
Computer & Information Technology (S5) / Information & Communication Technology (S4)					✓	✓
Home Economics		✓	✓	✓		
Music		✓	✓	✓		
Visual Arts (S1 – 3) / Aesthetic Education (S4)		✓	✓	✓	✓	
Physical Education		✓	✓	✓	✓	✓
P.A.T.H.S. to Adulthood		✓	✓	✓		
Library Lesson		✓				

Medium of Instruction

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

School Management Committee

Chairperson:	Mrs. YEUNG FUNG Wai-ye, Winnie
Principal :	Mr. FUNG Kam-cheung
Community Member:	Mr. Ringo MAK
Community Member:	Mr. RAGHBI Syed Jamil
Alumni Member:	Mrs. WILMOT Joyce Chapman
PTA representative:	Mr. FOK Chun-hung
PTA representative:	Mr. Ran Bahadur KHIMDING
Teacher representative:	Mr. LUI Chun-shing
Teacher representative:	Mr. PRASAD Manoj Kumar

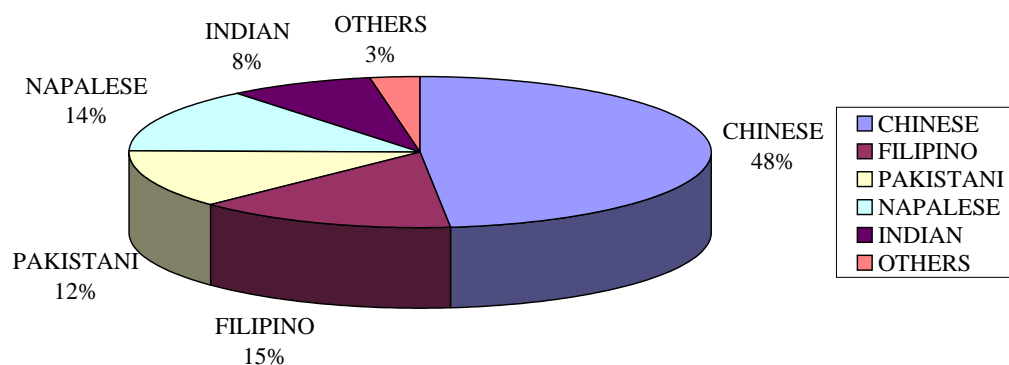
Our Students

Class organization

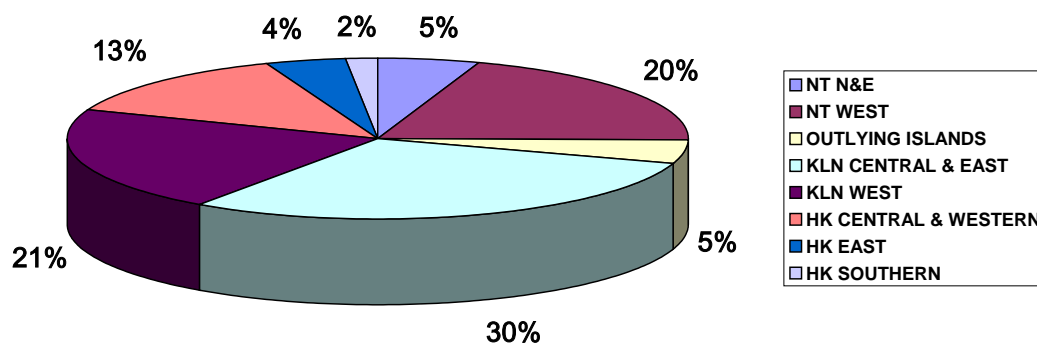
There are 26 classes and the total number of students enrolled as at September 2009 is listed as follows:

Level	S1	S2	S3	S4	S5	Total
No. of Classes	5	5	5	5	6	26
Boys	103	96	98	94	97	488
Girls	84	92	72	75	81	404
Total Enrolment	187	188	170	169	178	892

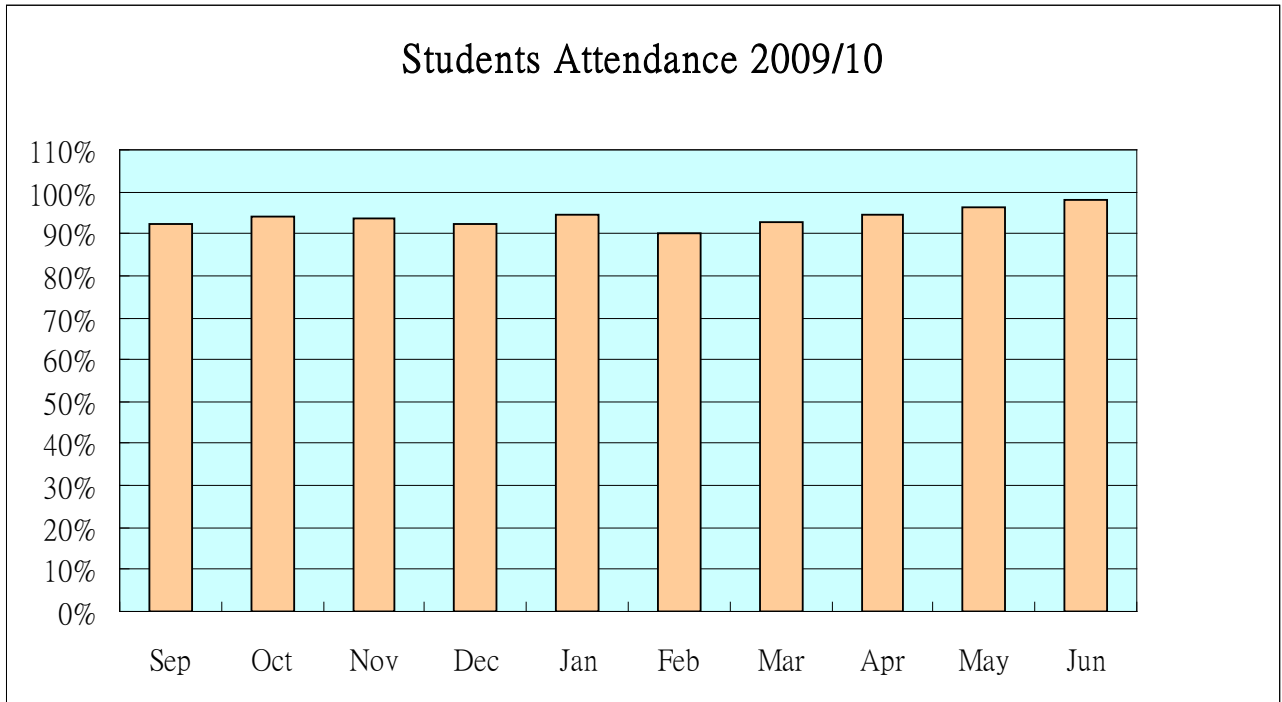
Nationality Distribution of Students (2009-10)



Residential Distribution of Students 2009 - 2010

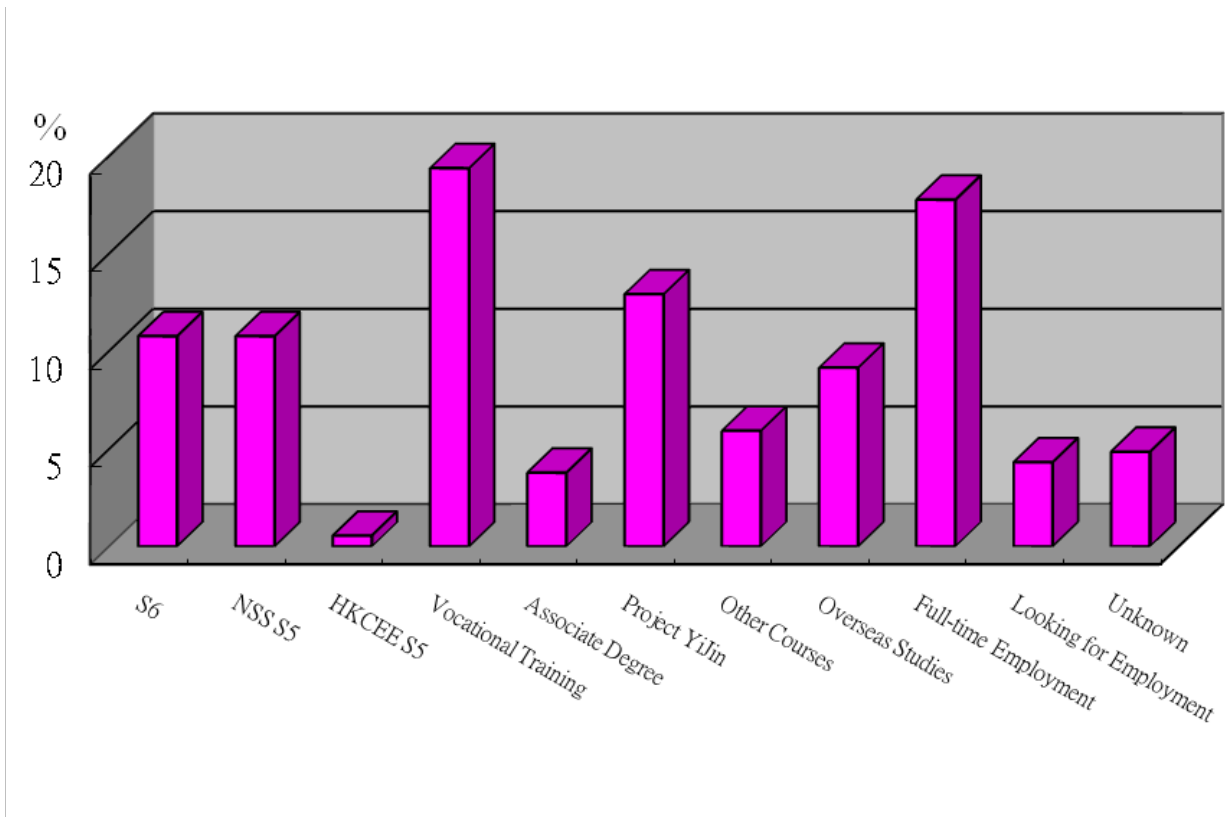


Students' Attendance



Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
School day	19	19	20	17	19	13	19	17	19	21
S1	184	184	183	182	181	180	179	177	176	175
S2	187	187	187	186	186	186	185	183	182	182
S3	164	166	168	168	168	168	168	168	167	167
S4	165	167	167	167	166	166	164	162	160	160
S5	179	179	179	178	178	178	178	178	178	178
Total Students	879	883	884	881	879	878	874	868	863	862
Present days	16701	16777	17680	14977	16701	11414	16606	14756	16397	18102
Present %	92%	94%	94%	92%	95%	90%	93%	95%	96%	98%
Abs %	8%	6%	6%	8%	5%	10%	7%	5%	4%	2%

Pursuits of S.5 Graduates 2009 - 2010



Our Teachers

Staff Strength

There are 85 members of staff in our school: the Principal, two Assistant Principals, 53 teachers, 1 teacher-librarian, 7 clerical staff, 2 laboratory technicians, 2 technical support services officers, 5 teaching assistants, 1 workshop attendant, 1 artisan and 10 janitor staff.

Teachers' Qualifications

The qualifications of the teachers are shown below:

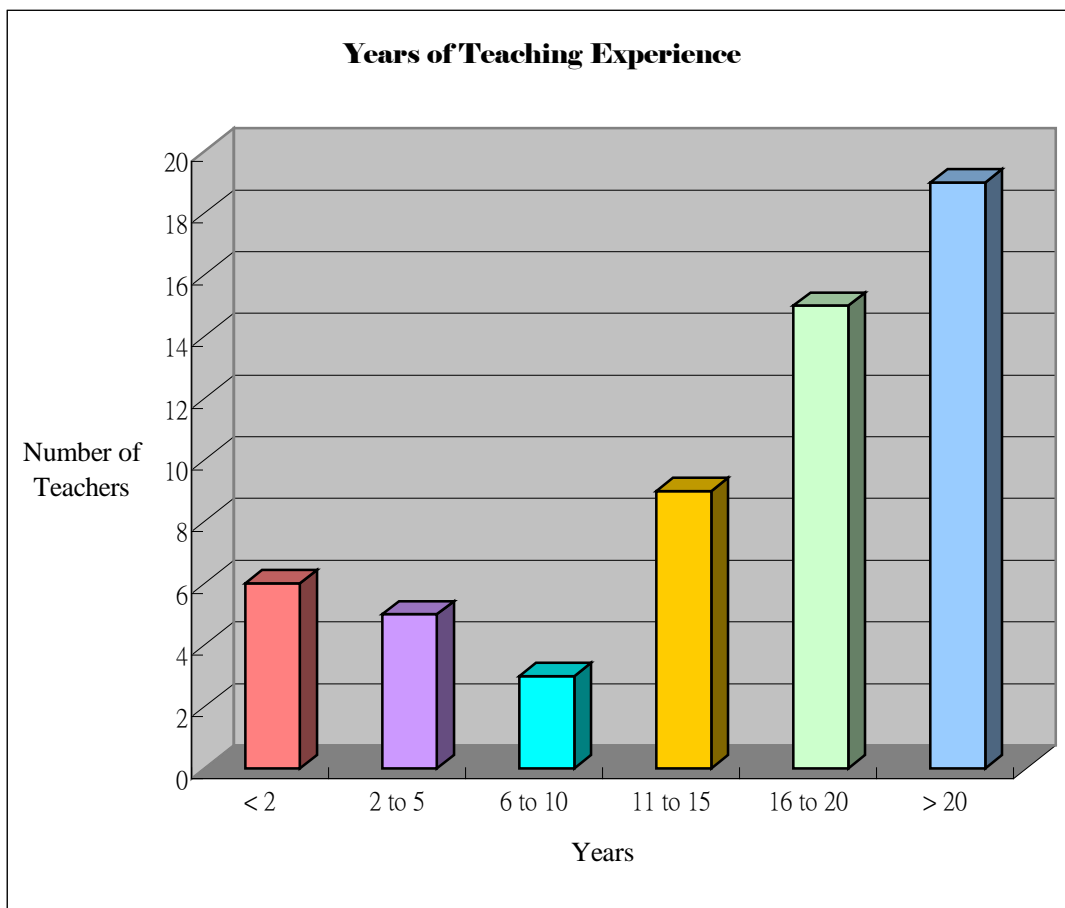
21 teachers (37%) possess a Master degree

34 teachers (60%) possess a Bachelor degree

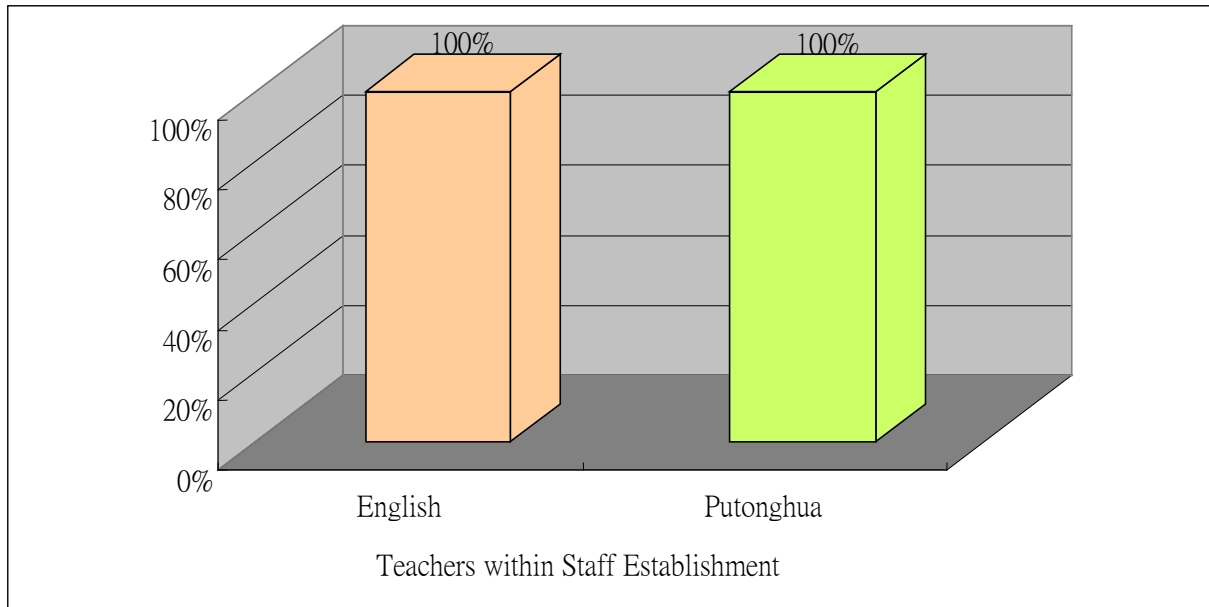
2 teachers (3%) are Certified Masters / Mistresses

53 teachers are formally trained in teaching.

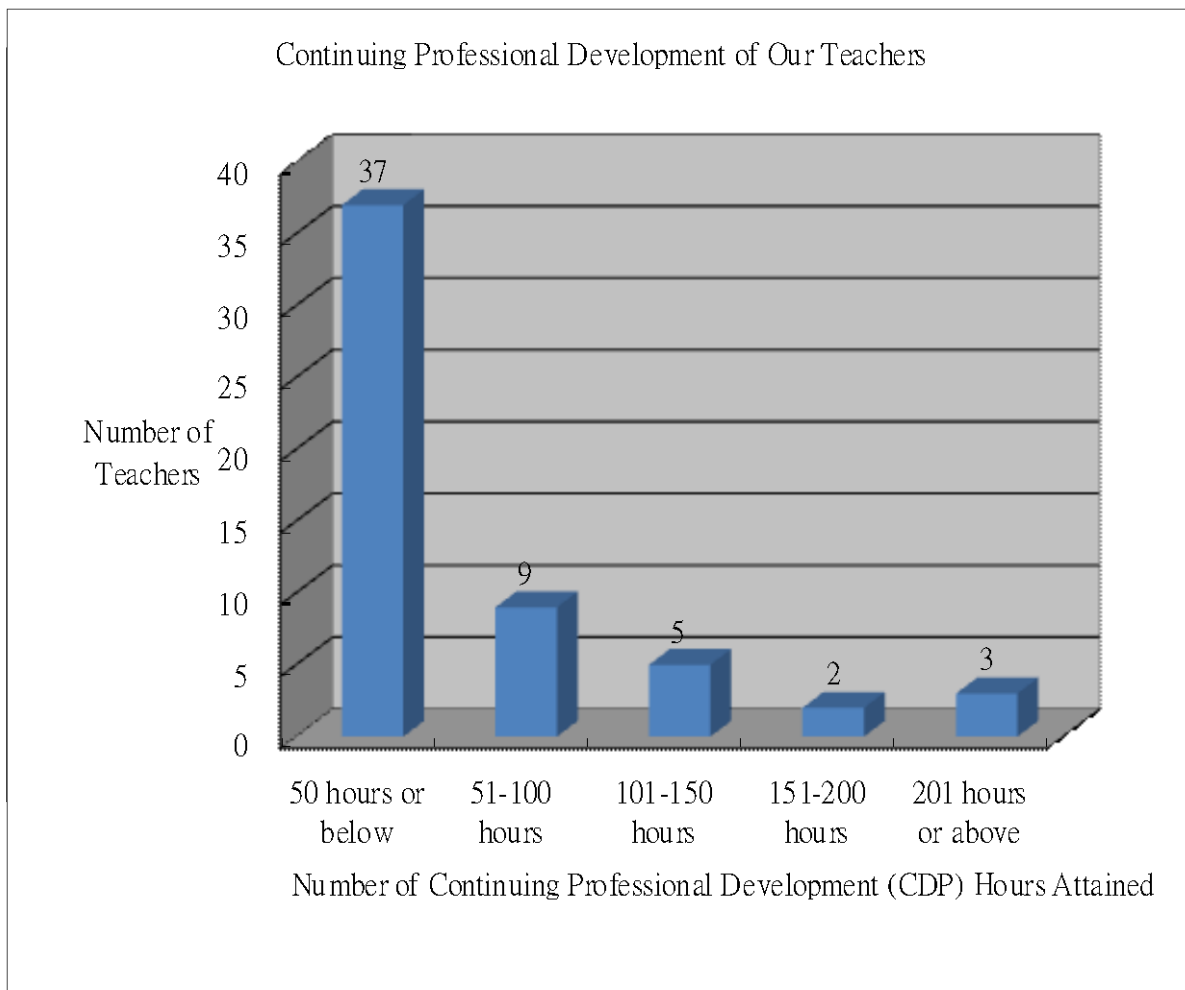
Teaching Experience of teachers



Percentages of teachers meeting Language Proficiency Requirement (LPR)



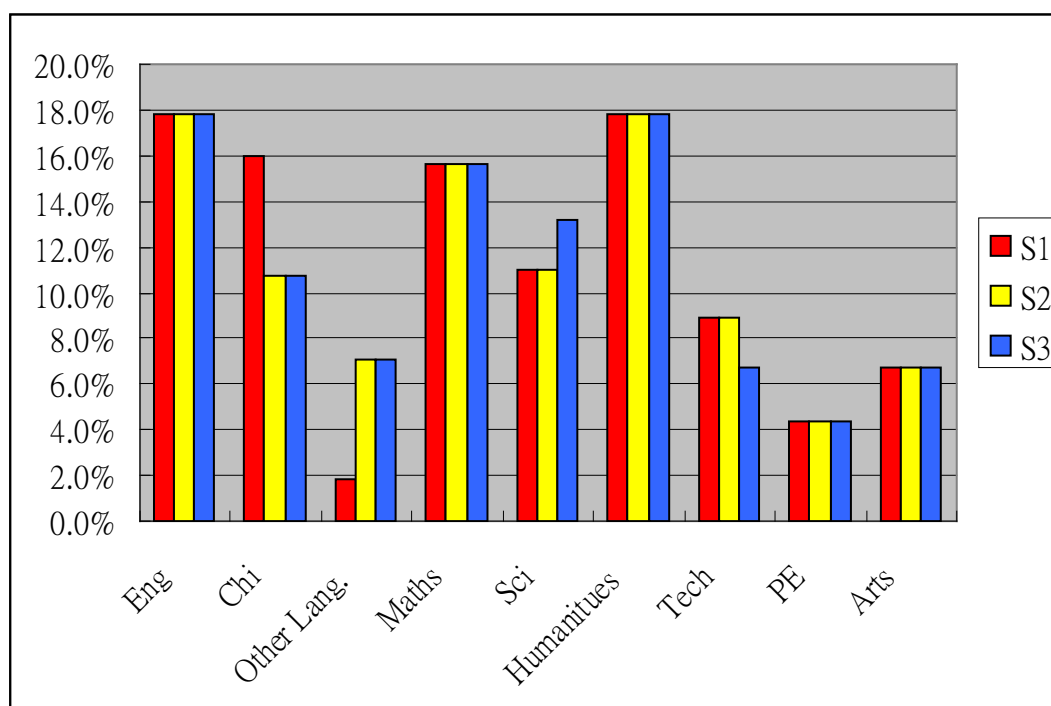
Teachers' Professional Development



Our Learning and Teaching

There were 169 active school days in 2009/10.

Percentage of Lesson Time Allocated To the Eight Key Learning Areas

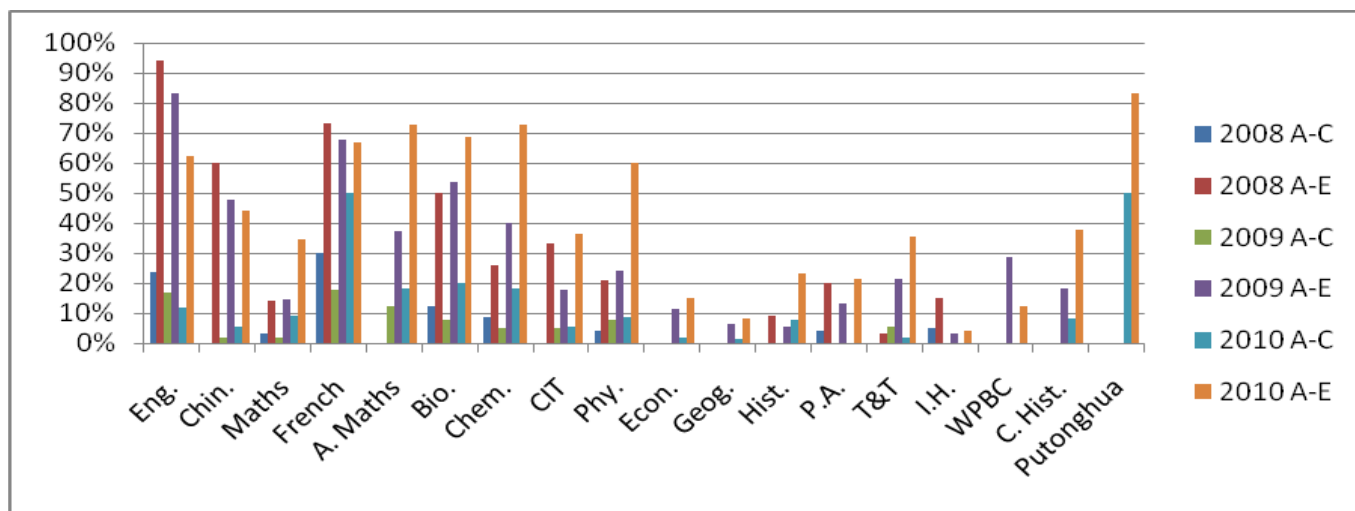


Performance of Our Students

HKCEE

In the HKCEE 2010, there were 178 students sitting the examination obtaining a total of 85 distinctions and credits. French and Putonghua were the best performing subjects, both recording 50% of credits. The best result went to HO CHUN WAI (S.5A) with 2 distinctions and 5 credits.

Comparison of 2010's HKCEE results against those of the previous 2 years:



GCSE Chinese

In the GCSE Chinese Examination of 2010, 61.1% of the candidates obtained distinction A*, 83.3% of the candidates obtained credit or above

Subject	No. of candidates	No. of distinction(A*)	No. of distinction (A)	No. of credits	No. of passes
Chinese	36	22	4	4	1

IGCSE

In the IGCSE Hindi Examination of 2010, 100% of the candidates obtained a pass or above

Subject	No. of candidates	No. of distinction	No. of credits	No. of passes
Hindi	4	1	2	1

Scholarships & Special Awards

Sir Edward Youde Memorial Prizes 2009/2010

5A	PHAM Thi Huong Tra
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Woo Hay Tong Scholarships

1D	Si Wai-lok, Andy
2E	Gurung Kusum
2E	Kavita
3E	Sin Man-yee
4C	Cheng Ka-kuen
4C	Lau Sai-kit
4B	Thapa Shova
5A	PHAM Thi Huong Tra
5A	Tan Kai-wei
5A	Ho Sze-yui

Guru Nanak Quincentenary Scholarship 2009-2010

5C	Tejvir Kaur
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Harmony Scholarship Scheme 2009-2010

2E	Gurung Susmita
3E	Kwan Chung Hang
4B	Mak Lai Fai
4B	Chang Kit Yan

Hong Kong Indian Women's Club Scholarship 2009-2010

1E	Pham Hoang Long
2E	Velappan Shyra Ferrer
3E	Chan Ho Kei Christy
4C	Saif Ullah
4B	Mak Lai Fai
4D	Wong Chi Chun Jonathan

2009-2010 Outstanding Student Award – organized by Yau Tsim Mong District School Liaison Committee

Merit Award (優異學生)

4B	Mak Lai Fai
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2009-2010 Prominently Improved Student Contest – organized by Yau Tsim Mong District School Liaison Committee

1A	CHOI CHUNG SHEUNG
1C	GURUNG SANDESH
1D	PARIYAR SONIYA
1E	ENCARNACION KEN ADRIAN
2A	CHEN YIN KWAN
2B	MORALES TEPACE L A JUDE
3B	YANEZA KATHLEEN SABRINA
3E	NG TSUNG SHUN TERRANCE
4A	CHU PANG CHUEN
4C	MOK HO YAN
4D	CHU KWOK WAI
4E	MOHAMMAD ISMAEL KHAN

Sir Ellis Kadoorie Secondary School (West Kowloon)
Sir Ellis Kadoorie Scholarships 2009/2010

1A	WONG MAN KI
1D	KAUR KIRAN DEEP
1E	THAPA DIL MAYA
1E	WEIR JAMIE LEE
1E	PHAM HOANG LONG
2E	GURUNG KUSUM
2E	GURUNG SUSMITA
2E	VELAPPAN SHYRA FERRER
2E	KHAN ADIL KHAN ASSAD
2E	SANTOS NEIL JAYSON
3E	CHAN HO KEI CHRISTY
3E	GURUNG KISTA
3E	JARDIN JIREH KIEL BAUTISTA
3E	SIN MAN YEE
3E	KWAN CHUNG HANG
4B	CHANG KIT YAN
4B	MAK LAI FAI
4B	NICOMEDES ATHENA MARGARETH VAILOCES
4B	THAPA SHOVA
4C	CHENG KA KUEN
4C	LAU SAI KIT
4C	SAIF ULLAH
4D	GURUNG SORNIM
4D	GURUNG ANUP
4D	WONG CHI CHUN JONATHAN

Inter-school Activities and Awards Won

❖ **62nd Hong Kong Schools Music Festival**

Category	Award	No. of winners	Name of Winners
Zheng solo junior class	Champion	1	WEIR JAMIE LEE 1E
Flute solo secondary school senior	Champion	1	CHAN YIU HONG JOHANN 3E

❖ **61st Hong Kong Schools Speech Festival**

English Solo Verse Speaking	No. of winners	Name of Winners
1 st position	2	Athena Margareth Nicomedes Vailoces 4B Gurung Barsha 5C
2 nd position	2	Nastasia Kristen Flores 3D Ilyn Joy Bartido 5C
3 rd position	1	Lau Yee Lee 5C

❖ **2009 – 2010 年度香港學校朗誦節**

普通話散文獨誦	No. of winners	Name of Winners
季軍	1	趙穎欣 2E
粵語散文獨誦	No. of winners	Name of Winners
季軍	1	魏子糧 4D

❖ **Award for Volunteer Service 2009-2010**

Award	No. of winners	Name of Winners
Gold Award (>200 service hours)	1	Thurman Samuel David Fernandez 4B
Silver (100-199 service hours)	1	Tse Sze Sze 5A
Bronze (50-99 service hours)	8	Ahadullah 2E Howe Yung Man Jane 4A Li Kin Yung 4B Mak Lai Fai 4B Yeung Wing Tung 4B Lee Yin Ming 4C Lee Lai Yee 5A

❖ **Inter-school Basketball Competitions 2009-2010**

Category	Award	No. of winners	Name of Winners
Boys Division 3 (Kowloon Three)	4 th position	9	Nagar Daniel Luis Cesario 2C Khan Adil Khan Assad 2E Fok Brian 3C Embuscado Arjie Samuel Mariano 3E Thurman Samuel David Fernandez 4B Ybanez Jeremy Cyril Orquez 4B Zaref Assad 4B Cheng Ka Kuen 4C Singh Jitender 4E

❖ **Inter-school Athletics Championships 2009-2010**

Category	Award	No. of winners	Name of Winners
Boys B Grade	1 st runner up (100m)	1	Fok Brian 3C
Boys B Grade	Champion (200m)	1	Fok Brian 3C
Girls A Grade	1 st runner up (100m)	1	Wong Wing Nga 3D
Girls A Grade	3 rd runner up (200m)	1	Wong Wing Nga 3D

❖

❖ 46th Hong Kong Schools Dance Festival

Category	Award	No. of students in the group	Name of Winners
Chinese Dance (Tibet Dance) 西藏洗衣舞	Commended Award	9	Kwok Ka Wai 1A Liang Jing Jing 1A Limbu Simran 1D Siu Wing Yan 1D Tsang Cheuk Sze 3D Wong Wing Nga 3D Wong Yu Ping 5A Yeung Sze Tung 5A Chan Shuk Man 5D
Oriental Dance (Dafli Wale – The Drummer)	Highly Commended Award	14	Sabina Gurung 1C Tamang Nemika 1D Thapa Suze 1D Reshma Ale 1E Sony Gurung 2D Limbu Subecha 2D Novejott Kaur 2D Gurung Kusum 2E Gurung Susmita 2E Sharma Ridhi 2E Thamsuhang Dhan Maya 3E Subitra Thapa 4D Sumi Rai 4D Shrijana Gurung 4E
Oriental Dance (Dheem Tadare Davi)	Highly Commended Award	3	Sony Gurung 2D Subitra Thapa 4D Shrijana Gurung 4E
Oriental Dance (Ghandruk Ki Thiki)	Honour Award	10	Gurung Sabina 1C Ale Reshma 1E Gurung Sony 2D Thapa Chet Kumari 2D Ghamal Joti 3B Limbu Maya 3E Thapa Subitra 4D Rai Sumi 4D Gurung Sornim 4D Gurung Shrijana 4E

Oriental Dance (Radha Kaise Na Jale)	Honour Award	2	Subitra Thapa 4D Shrijana Gurung 4D
Modern Dance (It was all in your mind) 心事靈思	Highly Commended Award	21	Vega Gia Trixie Reyes 1D Capinpin Jennifer 1E Capinpin Jefferson 1E Dignadice Christian James 1E Estrella Carn Jansenn Rasco 2D Fernandez Janelle Marie Calawin 2D Villanueva A Kyra Gerbeck C 2D Azur Cyrl Dela Rosa 3B Montesclaros Barbara Christina S 3B Capinpin Christian 3C Nastasia Kristin Flores 3D Ip Shiu Man Lilianne 3E Karol Balignasay France 3E Baje Rizz Adelaide Ignacio 4D Cruz Sheila Maria Retanan 4D Ang Wilson Adrian Ibarra 4D Banda Zheryln Morrey Dela Rosa 4E Rasco Maye Jusmita Camplido 4E Wu Jayson Falip 4E Maria Teresa Flores 5F
Modern Dance (Rhythm Dance)	Commended Award	8	Jeferson Capinpin 1E Carn Estrella 1E Christian James Dignadice 1E Christian Capinpin 3C Michael Karlo Rea 3E ayson Wu 4E Wilson Ang 4D Aldeen Cabase 4D
Modern Dance (Bleeding Love)	Highly Commended Award	3	Christian Capinpin 3C Aldeen Floyd Cabase 5D Maria Teresa Flores 5F

❖ **Second Nepalese Dance Idol 2010 by Feona Hong Kong**

Awards	Name of Winners
Winner	Gurung Shrijana 4E

❖ **Yau Tsim Mong Anti Drug Variety Show 2009**

Awards	Name of Winners
Merit	Gurung Shrijana 4E

❖ **Hong Kong Award for Young People**

Awards	No. of Winners	Name of Winners
Bronze Award	5	Chang Kit Yan 4B Chow Ka Yi 4B Leung Ka Yau 4B Li Kin Yung 4B Mak Lai Fai 4B

❖ **油尖旺區校長會主辦 2009 – 2010 年度學生活動**

Category	Award	Name of Winners
青少年抗毒繪畫比賽	冠軍	Lau Cheung Lung 劉祥隆 2A

❖ **2009 International Year of Astronomy Art and Design Competition**

Category	Award	Name of Winners
Hong Kong Competition	3 rd Class Honour	Calica A Grace Bagat 2E

Other achievements / activities

Category	Achievements
Extra-curricular Activities Committee	<ul style="list-style-type: none"> ● Overall Champion of Inter-House Competitions was Blue House. ● Champion on Sports Day was Green House, winner and first runner-up of the Cheering Team Competition on Sports Days was Blue House and Yellow House respectively. ● ECA Outstanding Student Award - 8 students were awarded Certificates of Excellence, 7 students were awarded Certificates of Merit (Secondary School Category).
Discipline Committee	<ul style="list-style-type: none"> ● Cultural Renaissance High Schoolers Hip Hop championship – 1st Runner-up and Most Popular Dance Award ● No Drugs Good Take 禁毒短片製作比賽 – 1st Runner up in which 8 students participated in editing, directing and casting for the short film.
Careers Committee	<ul style="list-style-type: none"> ● “Knowing the Universities in Hong Kong” Quiz Competition – 15 students were awarded certificates of appreciation for their outstanding performance in the competition.
Environmental Education Committee	<ul style="list-style-type: none"> ● Student Environmental Protection Ambassador Scheme 2009-2010 – 21 students got the award in which 1 student obtained the Gold Award, 1 student the Silver Award, 1 student the Bronze Award and 18 students the Merit Award.
Academic Promotion Team	<ul style="list-style-type: none"> ● Study Room Best Attendance Award - 3 students were awarded Certificates of Appreciation
Health and Sex Education	<ul style="list-style-type: none"> ● Health Ambassadors – This was a whole school programme organized by the Health and Sex Education Committee to disseminate health messages and to provide whole-person development training to students through talks, workshops, outings, visits voluntary service, games exhibitions, etc. 20 students were awarded certificates of appreciation for their outstanding performance as Health ambassadors.
Guidance and Counselling	<ul style="list-style-type: none"> ● Goal Setting Campaign – 220 students (165 students – 1 goal, 55 students – 2 goals) achieved their goals successfully and were awarded certificates of appreciation. ● Student Ambassadors Scheme 09/10 – More than 40 students took part in the scheme to attend the training courses, render volunteer social services and provide homework guidance to schoolmates. ● “Love & Care” Student Ambassadors 2009-2010 – 11 students from S3 and S4 got awards (badges) for actively participating in the scheme.

	<ul style="list-style-type: none"> ● Adventure-based Training Day Camp (Cultural & Ecology Trip and Adventure-based activities) – All S.3 students participated in the Day Camp from 3 to 7 May 2009 to build up their self-confidence and team spirit. They participated in the camp in Tai O Fishing Village and HK YWCA Sydney Leong Holiday Lodge to build up their team spirit and let them know more about themselves. ● “Making a Rainbow Life 2009-10” –A support programme for Newly Arrived students (18 students) took place from October 2009 to May 2010. ● “STEP – South Asian Teens Enhancement Program 2009-10” – totally 32 Newly Arrived students (Non-Chinese speaking) took part in this programme from October 2009 to May 2010.
Civic & Moral Education	<ul style="list-style-type: none"> ● Top 10 School Rules Election – 7 students were awarded prizes.
“Real Friends” Project	<ul style="list-style-type: none"> ● “Real Friends” Project – A project co-organized by the Guidance Team and Discipline Team with the Hong Kong Police Force Police Community Relations Office Mong Kok Police District. Activities such as a visit to the Marine Department of HK Police Force, Training Adventure Trip and basketball match cum opening ceremony were held in a whole school year.
School Library	<ul style="list-style-type: none"> ● Student-Librarian – 32 students served as Student-Librarian and were awarded certificates of appreciation.
Promotion of Reading	<ul style="list-style-type: none"> ● Home Reading Scheme for the S1 Students – 8 students attained Gold Level in the Scheme ● Book Writing Competition – 3 students were awarded book coupons as appreciation ● Oral presentation during the Reading Lesson every Thursday – 6 students received book coupons and certificates of appreciation. ● Book-related film show quiz – 4 students were awarded gift as appreciation ● Book recommendation activity – 4 students were awarded gift as appreciation.
Parents-Teachers’ Association	<ul style="list-style-type: none"> ● Interest Classes –Various activities and interest classes like “Fishing Tackle”, “Band”, “Pilates”, “Tennis Course”, “Computer DIY”, “Nepalese Dumpling making”, “Karaoke learning Putonghua”, “Skin care” and so forth were successfully held in the year. Some parents were invited to teach in the interest classes in order to enhance home-school relationship.
Class of the Year Award 2009-2010	<ul style="list-style-type: none"> ● Overall Champion of the Class of the Year Award was 1A class

Major School Functions and Events (2009-2010)

Date	Function
1. 25-9-2009	Sports Day (Heats)
2. 10-14-2009	Sports Day (Finals) Guest of Honour : Ms.Chow Bik Chu
4. 13-11-2009	Parents' Night cum AGM of PTA
5. 11-12-2009	Speech Day Guest of Honour : Ms. Maria Cordero
6. 21-12-2009	School Picnic Day
7. 22-12-2009	Christmas Class Party and Talent show
8. 13-2-2010	Parents' Day
9. 19-3-2010	Learning Celebrations cum PTA Fun Day
10. 28-9-2009 18-1-2010 25-5-2010	Staff Development Days Theme of Day 1 : A Whole School Approach towards helping students with Special Educational Needs (SEN) Theme of Day 2 : - e-Class System - Visit to Hong Kong Organic Country Theme of Day 3 : - General Procedures of External School Review - Visit to Hong Chi Winifred Mary Cheung Morninghope School
11. 9/2009 – 7/2010	A total of 10 Principal's Meetings with Parents

Reports of Programme Plans

Extra-curricular Activities

Date	Events / Activities	Participants
2/9/2009	ECA Presentation	Whole school
Sep 2009	ECA Club and Team Budgets	All Clubs & Teams i/c
Sep 2009	ECA Promotion and Enrolment Days	Whole school
Sep 2009	House Annual General Meeting	Whole school
16/9/09 to 18/9/09	S.1 Training Camp	S.1 students
Oct 2009	House Display Board Design Competition	House committee & key members
25/9/09 & 14/10/09	Sports Day (Heats & Finals)	Whole school
14/10/2009	Inter-House Cheering Team Competition	House Cheering Teams & House members
25/11/09 to 27/11/09	S.4 Training Camp	S.4 students
16/12/2009	Dance competition for Speech Day entertainment programme	Dance team members
22/12/2009	Christmas Party and Talent Show	Whole school
19/3/2010	Learning Celebrations — Dance performance	Nepalese Dance Team & Whole school
30/6-9/7/2010	Post examination activities	Whole school
30/6/2010	ECA Leadership Training Programme (Session 1)	ECA Committee & Nominated Club chairpersons / key members & House Captains / Vice Captains
June-July 2010	Outstanding Students Award — Outstanding club & House members were awarded certificates for their contributions	Nominated club & House members
July 2010	Overall House Champion — the best performing House in the year	All House members
Whole year	Display Board Decoration — The board was used to display updated information of the ECA committee and club meeting schedules	ECA committee & Clubs i/c
Whole year	Inter-House Competitions (ball games) — Basketball, Football, Volleyball, Cricket & Table-tennis	Representatives from each House
Whole year	Jockey Club Life-wide Learning Fund	All entitled students
July-August 2010	More than 10 different types of activities for students during the summer vacation including outings, visits, ball games, award scheme, summer camp, training sessions, etc were organized.	Students who have enrolled in the activities

School Discipline

Part I: General Programme

Date	Activity/ programme	Participants
Whole year	Formulation of Healthy School Policy	Whole school
27-8-2009	Talk for new students and their parents on school discipline in S.1 orientation programme	S.1 students and parents
1-9-2009	Talk on School Discipline in School Assembly	All students
26-11-2009	Police Talk on Juvenile Crime	S.1 –S.4
9-2009 to 5-2010 (monthly)	Class of the Year Award Inter-class Display Board Competition Inter-class Dress-well Competition Inter-class Punctuality Competition Most Well-behaved Class Competition Classes with Most Donation Inter-class Cleanliness competition	All students
10-2009	Inter-class Football Competition	
2-2010	Inter-class 3 on 3 Basketball Competition	
9-2009 to 7-2010	Enhanced Smart Teen Project (See part II)	20 selected students
9-2009 to 4-2010	Culture Renaissance: Dancing to healthy life	S.1 to S.4 students
7-1-2010	愛與夢飛翔尋覓無毒新理想	Whole school
4-2-2010 to 10-2-2010	Anti-smoking & Anti-drug Week 1. Talks for students 2. Workshops for students 3. Exhibition for students and parents 4. Game booths	All students
Whole year	Merit System	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- 2008 to 4-2009	Real Friends' Project	All students
2-7-2010 23-4-2010	Summer Prefect Training Programme 1. Prefect's Roundtable Meeting 2. Leadership Training: War game	Prefects
28-11-2009 16-4-2010	Prefect Training Course	Prefects
Whole year	Special Arrangement of checking student ID for students leaving schools during lunchtime	All students
9-6-2010	Sharing Session with Lung Cheung Government Secondary School on prefect training and prefect team building	Discipline teachers and Prefects
28-6-2010	Police recruitment cum juvenile crime talk	S.1 – S.4
6/2010 to 2/2011	"Fully Human Fully Alive" Programme Adventure-based Leadership training programme	50 students from S.3 and S.4

Part II: Enhanced Smart Teen Project

There were 10 pre-camp meetings.

Dates	<i>Activity/ programme</i>	Participants
16-11-2010 To 20-11-2010	Enhanced Smart Teen Project Training Camp in Correctional Services Department Staff Training Institute	ESTP participants

Post Camp Activities

Dates	Activity/ programme	Participants
11/2009 to 7/2010 6/12/2009 25/1/2010 1/5/2010, 22/5/2010	I. Student Ambassador Scheme 1. “Real Friends Project 09/10” a. Talks b. Visits c. Workshops d. Hiking e. Basketball match 2. Voluntary services for Families of SMA (Spinal Muscular Atrophy Charitable Trust) 3. Big Cleaning for the Elderly before Lunar New Year 4. Flag Selling	ESTP participants and other students
12/ 2009 to 7/2010 4-2-2010 to 10-2-2010 10/2009 to 2/2010 31-5-2009 7/1/2010	II. Anti-drug and smoking Ambassador 1. Daily duties of Patrolling the school premises 2. Anti-Smoking & Anti-Drugs Week a. Talks b. Exhibitions c. Workshops (English & Cantonese) d. Fun fair 3. 陽光青年SAY出無毒生活 4. World No-Tobacco Day 5. 愛與夢飛翔尋覓無毒新理想 a. Body Check b. Exhibition c. Workshops	ESTP participants and other students
1-12-2009	III. Student Health Ambassador WORLD AIDS DAY	ESTP participants and other students
23/4/2010	IV. Careers-related Programme Visit to Mongkok Fire Station	ESTP participants and other students

School Guidance & Counseling

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

First Term

Date/Period	Activities	Target Group
	Showing Concern and Consideration for Others- Volunteer Award Scheme	All students
29/9, 6/10, 13/10, 20/10 & 3/11	“Love & Care” Student Ambassador Scheme – Training (by school social worker)	S3-S4 volunteers
11/10/09	Raising Fund for 脊髓肌肉萎縮基金會	S. 1~S.4
9/1/10	Flag Selling for the Senior Citizen Home Safety Association	S. 2~ S. 4

Coping with Secondary School Life

3/9/09	Crime prevention Sharing (by school social worker)	Whole school
1/9/09 – 3/9/09	Second-handed Textbooks Selling Day	S. 1 ~ S. 3
16/9/09, 17/9/09 & 18/8/09	S. 1 Adventure-based activities	S.1 (35 students)
24/9/09 & 5/10/09	Study skills for “HKCEE”	S5
17/12/09	‘Use internet safely’ workshops (“吾”識上網@油尖旺.com) (by the Salvation Army)	S. 3A & S. 4A

Support Services for SEN students

22/9/09 & 29/9/09	Individual Social Skills Training sessions for SEN students (by Salvation Army)	S. 2 (1 student)
10/11/09, 19/11/09, 24/11/09, 3/12/09, 8/12/09, 15/12/09, 5/1/10, 12/1/10, 2/2/10 & 9/2/10	Social Skills Training Group for SEN students (by Salvation Army)	S. 3 & S. 4 (6 students)
9/12/09 ~ 7/5/10 (10 sessions)	Speech Therapy Services for SEN students (by Speech Support Centre)	S. 1 ~ S. 3 (4 students)
20/10/09 ~ 16/3/10 (every Tuesday)	Individual Vocabulary Training for SEN student (by Hong Kong Playground Association)	S. 5 (1 student)

Social Education and Competence Enhancement

14/11/09, 28/11/09, 16/1/10 & 30/1/10	“Speak It” Playback Theatre Training – Enhance youth proactive techniques programme (by Kely Support Group)	S. 4 students (10 students)
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27/2/2010	“Speak It” Symposium – Enhance youth proactive techniques programme (by Kely Support Group)	S. 1 ~ S. 4
20/11/09, 25/11/09 & 18/12/09	Anti-drugs Workshops (by The Society of Rehabilitation & Crime Prevention, HK)	S. 2 ~ S. 4
1/12/09	Drugs Rehabilitation Centre Visit – 晨曦島 (by The Society of Rehabilitation & Crime Prevention, HK)	S. 2 ~ S. 4 (20 boys)
8/12/09	Visit Kowloon City Magistrates’ Court (by The Society of Rehabilitation & Crime Prevention, HK)	S.1 ~ S. 4 (45 students)
12/12/09 ~ 13/12/09	Outstanding Leaders Training Camp (by Kely Support Group)	S.3 ~ S. 4 (10 students)
Whole year	“Real Friends” Project with the Hong Kong Police Force Police Community Relations Office Mong Kok Police District	All students
21/10/09	Launching Ceremony cum Basketball Friendly Match	
16/1/10	Anti-drugs & Anti-crime Fun Fair (Game Booth Service)	

PATHS Programme

5/12/09	The East-Asia Games: Rugby Sevens	S. 1 ~ S. 3 (22)
13/12/09	The East-Asia Games: Aquatics (Diving) Finals	S. 1 ~ S. 3 (10)
8/10/2009 – 17/12/2009	Making a Rainbow Life Programme	All newly arrived children from Mainland
7/10/2009 – 15/12/2009	Steps to Success Programme	Non-Chinese Speaking and Returnee Students

Second Term

Date/Period	Activities	Target Group
	Showing Concern and Consideration for Others- Volunteer Award Scheme	All students
10/2/2010 & 12/2/2010	Voluntary service: Raise funds in the Lunar New Year market for Social Workers Across Borders Ltd. (Sichuan Earthquake)	S.1 ~ S. 4 (24 students)
Coping with Secondary School Life		
4/2/2010	Mental Health Talk	S. 4 (167students)
Support Services for SEN students		
2/2/2010, 9/2/2010 & 23/2/2010	Social Skills Training Group for SEN students (by Salvation Army)	S. 3 & S. 4 (4 students)
9/12/09 ~ 7/5/10 (10 sessions)	Speech Therapy Services for SEN students (by Speech Support Centre)	S. 1 ~ S. 3 (4 students)
20/10/09 ~ 16/3/10 (every Tuesday)	Individual Vocabulary Training for SEN students (by Hong Kong Playground Association)	S. 5 (1 student)
3/2/2010 ~ 1/6/2010 (11 sessions)	Enhancement training sessions for students with dyslexia (by Speech Support Centre)	S. 1 ~ S.4 (3 students)
Social Education and Competence Enhancement		
6/2/2010	Nepalese students' dance performance in the award ceremony for outstanding youth artists 『青藝節』	S. 2 & S. 3 (6 students)
2/2010 ~ 4/2010 (4 sessions)	“Speak It” Playback Theatre Trainings – Enhance youth proactive techniques programme (by Kely Support Group)	S. 4 students (10 students)
25/4/2010	“Speak It” Symposium & Youth Conference– Enhance youth proactive techniques programme (by Kely Support Group)	S. 1 ~ S. 4 (12 students)
16/3/2010, 18/3/2010 & 19/3/2010	Leadership training programme: Learning Celebrations & preparation meetings	S. 4 (8 students)
6/3/2010	Outstanding Leaders Training (by Kely Support Group): Voluntary service planning sharing session	S.3 ~ S. 4 (10 students)
28/4/2010, 29/4/2010, 30/4/2010 & 9/5/2010	Outstanding Leaders Training: Voluntary service (preparations and carnival) – game booth and exhibition for Sichuan Earthquake two year memorial carnival	S.3 ~ S. 4 (10 students)
Whole year	“Real Friends” Project (with the Hong Kong Police Force Police Community Relations Office Mong Kok Police District)	All students
30/1/2010	Voluntary Service: Clean flats for the elderly (14 flats)	S. 1 ~ S. 4 (17students & 12 police)

Date/Period	Activities	Target Group
12/3/2010	Football Friendly Match (in Kowloon Chai Park Football Field)	S.1~ S.4 (18 students & 16 police)
23/4/2010	War Game (in Tin Shui Wai, joint activity with the Police, part of Real Friends Project)	S. 1~ S. 4 (23 students & 7 police)

PATHS Programme

11/3/2010 ~ 29/5/2010	Tier II programmes: Volunteer Trainings, Volunteer Services, Self Growth & Team building trainings, Group Activity (Portfolio Making), Dessert Making sessions, Board Games, Visit to Ocean Park and Closing Ceremony (Tea Buffet)	S. 1 ~ S. 3 (120 students)
4/3/2010 – 27/5/2010	Making a Fruitful Life Programme	All newly arrived children from Mainland
3/3/2010 – 26/5/2010	Steps to Harmony Programme	Non-Chinese Speaking and Returnee Students
23/4/2010	心靈影院 – 禮儀司的奏鳴曲 (電影欣賞與分享會)	Target students who have joined the Phoenix Scheme
30/4/2010	Parents' talk on Teenage Problems (both English and Chinese sessions)	Interested Parents
3/5 to 7/5/2010	S.3 Day Camp (Tai O Cultural & Ecology Trip and Adventure-based activities) Destination: Tai O Fishing Village and HK YWCA Sydney Leong Holiday Lodge	All S.3 students
23/6 to 24/6/2010	S.2 Overnight Camp (Tai O Cultural & Ecology Trip and Adventure-based activities) Destination: Tai O Fishing Village and HK YWCA Sydney Leong Holiday Lodge	18 S.2 students

Project Learning

Date	Event/Activities	Participants
Sep	Travel Guide (Eng)	S3E
Oct	Myself/My school (Eng)	S1E
	International Food (Eng)	S2E
	Metals/fossil fuels (Chemistry)	S3 Students
	Personal Home Page (CL)	S3 Students
Nov	The Second World War (History)	S5 Students
	Water filter (I.S.)	S1 Students
	Using more makers to edit a video (ICT)	S4 Students
Dec	Travel blog, superstitions, news report or booklet about an actor/actress (Eng)	S3D
	Chemical Models (Chemistry)	S4 Students
	Optics (Physics)	S3 Students
	Mechanics (Physics)	S4 Students
Jan	My friend/myself/my family (Eng)	S1D
	Water Rocket (I.S.)	S2 Students
Feb	Popular Culture (IH)	S1 Students
	Development in China (IH)	S2 Students
	Itinerary Design (THS)	S4 Students
Mar	Globalization-The rich and the poor (IH)	S3 Students
	Database design (CL)	S3 Students
Apr	Fashion (Eng)	S4 students
	Flash Movie (CL)	S2 Students

Promotion of Reading

Events	Evaluation
<ul style="list-style-type: none"> ● Library book acquisitions 	<ul style="list-style-type: none"> ● The school library spent about \$43,000.00 and purchased 610 books. ● Subject departments suggested titles for purchase and funds were fully utilized. ● English, Chinese and I.H. Departments spent the most money to buy books for their subjects. ● The school library subscribed to 28 magazines and newspapers.
<ul style="list-style-type: none"> ● Reading period 	<ul style="list-style-type: none"> ● It was observed that the majority of students, who were more able, enjoyed reading and were engaged in silent reading. In good classes most students on average read 5 books each. S1A & D; S2D & E; S3D & E received the Principal's award for the best reading environment during reading lessons. ● Book sharing sessions were arranged each term and 1-2 students were chosen to be the best presenters. Book coupons and certificates were given to motivate students further. ● Students in weak classes liked books with fewer words and more pictures. They, on average, read less than 5 books.
<ul style="list-style-type: none"> ● English Extensive Reading Scheme (E.E.R.S.) & Reading for Fun Award 	<ul style="list-style-type: none"> ● The E.E.R.S. programme was well received and students generally enjoyed reading books. ● The average no. of books read by students range from 6.2 – 8.9 in the junior levels (S1-S3) to 3.6 – 5.7 in senior forms (S4 – S5). ● The average no. of book reports completed by students ranges from 4.4 – 6.1 in S1-S3 and 1.9 – 3.6 in S4 – S5.
<ul style="list-style-type: none"> ● Chinese Extensive Reading Scheme (C.E.R.S.) 	<ul style="list-style-type: none"> ● Reading records show that, on average, about 80% students in S1-S5 read 5-6 books. ● On average, each student from S1-S4 completed 4-5 book reports. ● S5 students completed 5 book reports.
<ul style="list-style-type: none"> ● Theme-based mini book exhibitions 	<ul style="list-style-type: none"> ● 6 mini book exhibitions were held. ● Approximately 40% of students visited the exhibitions.
<ul style="list-style-type: none"> ● Movie Quiz 	<ul style="list-style-type: none"> ● Book related film was held followed by a quiz. 4 students received prizes for the quiz.

<ul style="list-style-type: none"> ● Readathon 	<ul style="list-style-type: none"> ● Readathon was held once per term ● 1st term 15% classes (4 classes out of 26) participated and raised \$1,725.8 ● 2nd term 38.5% (10 classes out of 26) participated and raised \$1,670.10 ● In total \$3,395.90 were raised for the PTA to buy books for the library.
<ul style="list-style-type: none"> ● Reading Week 	<ul style="list-style-type: none"> ● Reading Week was held from 3/5-7/5 ● Various activities were organised. ● Exhibition of New Library Books: approximately 20% of the students attended the exhibition. ● Chinese and English Film Shows: Approximately 30 students in total attended the film show. ● Author visit: <ul style="list-style-type: none"> - (25 March 2010) all S1-S4 Chinese students attended Ms. Quenby's talk. - (19 May 2010) all S1-S4 students attended a talk by Mr. Gavin Coates. ● The activity 'Book Recommendation' was well received and over 30 students wrote book recommendations and 4 students received prizes for writing best recommendations

Special education needs (SEN)

Date	Events/Activities	Participants
Nov 2009 – Feb 2010	自閉、亞氏保加或社交障礙 學生之社交小組訓練 (救世軍港澳軍區自閉症人 士家庭支援服務提供)	1 SEN students (Autism -Asperger's syndrome) + 3 students with social difficulties (S.3 and S.4)
Dec 2009 – May 2010	伶牙俐齒學生治療 (語言障礙支援中心提供)	4 SEN students (1-Speech impairment, 2- Intellectual disability with speech impairment, 1- Autism with communication difficulties) (S.1 and S.2)
Jan – Jun 2010	中學學習支援津貼(中文讀 寫治療)服務小組 (語言障礙支援中心提供)	3 SEN students (Dyslexia) (S.1, S.2 and S.4) + 2 students (Suspected Dylexia) (S.1)
Feb – Apr 2010 Every Wednesday, Thursday & Friday (10:30 am – 12:00 nn) (1:45 pm – 2:45 pm)	Tutorial for SEN students (Individual) (By SEN TA)	2 SEN students (1- Intellectual disability , 1-Dyslexia) (S.1 and S.5)
Feb – Jun 2010 Every Monday, Tuesday & Thursday after school (3:40 pm – 4:40 pm) & Every Monday, Wednesday & Friday lunchtime (1:00 pm – 1:40 pm)	English Remedial (Individual) (By SEN TA)	3 students with learning difficulties (S.1)

Careers Guidance

Date	Events/Activities	Participants
19/10/2009 20/10/2009 22/10/2009	Briefing Session on Applied Learning for S4 and Survey on Students' Preference on Applied Learning	S4
24/10/2009	Visit to the University of Hong Kong	Selected students
30/10/2009	Visit to the Hong Kong Institute of Education	Selected students
12/11/2009	JA Leadership Seminar (Talk on Importance of Career Aspirations)	S4 and S5
13/11/2009	Visit to IVE (Haking Wong)	S5
20/11/2009	VTC Applied Learning OLE Programme (Career-aptitude Exploration Workshop)	S4
28/11/2009	Applied Learning Taster Programme – Health Care Practice	Selected S4 Students
4/12/2009	Visit to the Legislative Council Building	Selected students
4/12/2009	Applied Learning Taster Programme – Automotive Technology	Selected S4 Students
12/12/2009	Applied Learning Taster Programme – Radio Host and Programme Production	Selected S4 Students
19/12/2009	Applied Learning Taster Programme – Marketing in Global Trade	Selected S4 Students
19/12/2009	Applied Learning Taster Programme – Understanding Hong Kong Law	Selected S4 Students
9/1/2010	Applied Learning Taster Programme - Health and Beauty Keeping in TCM	Selected S4 Students
28/1/2010	Visit to VTC Pokfulam Training Centre	Selected S5 Students
30/1/2010	Applied Learning Taster Programme – Fundamental Cosmetology	Selected S4 Students
1/2/2010	Talk on VTC and Youth College for S5	S5
4/2/2010	Visit to TDC Education and Careers Expo	Selected S5 Students
6/2/2010	Applied Learning Taster Programme - Practical Accounting for SMEs	Selected S4 Students
6/2/2010	Applied Learning Taster Programme - Retail Management	Selected S4 Students
22/2/2010 to 27/2/2010	Careers Week <ul style="list-style-type: none"> ● Mini-Education and Careers Expo ● Applied Learning Experience Sharing by S5 ● Talk on Courses for Ethnic Minorities provided by VTC for S5 non-Chinese Students ● Talk on Project Yi Jin 	Whole School

	<ul style="list-style-type: none"> ● Talk on Progression Pathways for S5 students ● Exhibition of Applied Learning Courses ● Visit to Y.E.S. Youth Employment Start ● Caritas S.A.Y. Harmony Project 	
6/3/2010	Applied Learning Taster Programme - Western Cuisine	Selected S4 Students
13/3/2010	Applied Learning Taster Programme - Aviation Studies	Selected S4 Students
14/3/2010	Visit to Hong Kong Academy for Performing Arts	Selected students
March 2010	The Launch of S5 Graduates Facebook Community	S5
March to 9/4/2010	Application of Applied Learning Courses	S4
15/3/2010 to 9/4/2010	Introduction of NSS Curriculum to S3 and “Finding Your Colours of Life” Programme - NSS Subject Choices and the Development of Career Aspirations	S3
20/3/2010	Applied Learning Taster Programme - Film and Video Studies	Selected S4 Students
20/3/2010	Applied Learning Taster Programme - Image Design	Selected S4 Students
20/3/2010	Applied Learning Taster Programme - Innovative Product Design	Selected S4 Students
23/4/2010	Visit to Mongkok Fire Station	SmartTeens Students Selected S2 and S3
28/4/2010	Company Visit in GuangDong	Selected S3 and S4
8/5/2010 and 5/6/2010	Applied Learning Course Interview	S4 Students
25/5/2010	Talk on VTC for S3 Chinese Students	S3 Chinese Students
28/5/2010 to 8/6/2010	Knowing the Universities in Hong Kong	All
26/5/2010	Visit to Cathay Pacific City	Selected S1 to S4 Students
29/5/2010	Ocean Park Career Day	Selected non-Chinese Speaking Students
1/6/2010	Talk on VTC for S3 non-Chinese Speaking Students	S3 non-Chinese Speaking Students
2/6/2010	Talk by Engineer “10 Engineering Wonders in Hong Kong”	All

3/6/2010	S3 Parents' Talk on Choice of Subjects	S3 Parents and Students
4/6/2010	Visit to PolyU Design Annual Show 2010	Selected Students
25/6/2010 to 12/7/2010	Board-display about Summer Job and Occupational Safety	All
28/6/2010	Police Recruitment Talk	All
6/7/2010	Visit to Chinese Medicine Museum cum Visit to Baptist University	Selected S1 to S4 students
7/7/2010	Talk on "Rich Kid, Poor Kid" Financial Management for Teens	S4
8/7/2010	Visit to Swire Coca-Cola Factory	Selected S1 to S4 students
9/7/2010	Alumni Sharing	S4
17/7/2010	Visit to Youth Employment Station and Work Stimulation Workshop	Selected S4 Students
July 2010 onwards	Hong Kong Young Ambassador Scheme	Selected S4 student
3/8/2010	Workshop on Preparation for the Release of HKCEE Results	S5 Students
4/8/2010	Release of HKCEE results – Careers Guidance	S5

Moral & Civic Education 2008-2009

Date	Events	Participants
Oct. 2009	Books on Spirituality	Committee members
24 Nov. 2009	Talk on Moral Values (‘Cinderella Talk’)	S.1 to S.4 students
9-10/9/2009	「中華人民共和國建國六十週年問答比賽」 Quiz	250 students participated
29-30/9 & 5-6/10/2009	國慶展板 National Celebration Exhibition	250 students participated
13/11/2009	班際清潔比賽 2009-2010 Inter-class Cleaning Competition	Whole school
9-14/12/2009	特區政府施政十件大事評選 Government policy 10 major selections	250 students participated
18/11 & 2/12/2009	貧富宴領袖訓練工作坊 Oxfam Hunger Lunch Workshop	14 students participated
17/12/2009	樂施會 貧富宴 – 十億個夢想 Oxfam Hunger Lunch – 10 billion dreams	52 students participated
3/2/2010	探究香港近代歷史之旅 Visit of Ping Shan Heritage Trail	40 students participated
30 Apr. - 7 May	Voting on The Top 10 Classroom Rules	Students
17 May	Pledge (in the school hall) to lead a Healthy Lifestyle & Positive Life	Students
17 May	A Talk (based on APASO’s findings) by Guest Speaker from ISKCON, HK	Students

Health & Sex Education

Date	Events/Activities	Participants
Whole year	Student Health Ambassador Programme	Selected students
13/11/2009 26/2/2010	Inter-class Classroom Cleaning Campaign	All
Nov 2009 to March 2008	Inter-class Cleanliness Competition (Class of the Year Award)	All
8/10/2009 9/10/2009	World Sight Day (8 Oct) Donation Drive for ORBIS Exhibition about Eye Care	All
8/12/2009	Talk on Sex Education by the Family Planning Association	S3
5/1/2010	Sex Education Workshop 1 by End Child Sexual Abuse Foundation	S2
7/1/2010	Healthy Life and Anti-drug Programme 愛與夢飛翔尋覓無毒新理想 - 抗毒夢工場	All
4/2/2010 to 10/2/2010	Anti-smoking & Anti-drug Week	All
	4 to 10/2/2010 Board-display	
	4 to 5/2/2010 Game Stalls, Song Dedication, Slogan Writing Competition	
	8 to 10/2/2010 Workshops	
	9/2/2010 Talk	
25/2/2010	Talk on Sex Education by the Mother's Choice	S4
16/3/2010	Sex Education Workshop 2 by End Child Sexual Abuse Foundation	S2
27/4/2010	Joyful Fruit Day - Promote fruit eating - Promote healthy eating	All
7/6/2010	Sex Education Exhibition by Mother's Choice	All
2/7/2010	Visit to Organic Paddy Field	Selected students
2/7/2010	Shuttlecock Demonstration	S1

Environmental Education

Dates	Activity/ Programme	Participants
Whole year	Management of the fish pond	All students
Whole year	News-based Learning	All students
11/2008 – 4//2009	Green School Financing Scheme	All students
5/2010 to 6/2010	Inter-class Energy Conservation Competition	All students
9/2009 to 6/2010	Decorating the Board “Environmental Corner”	Student Environmental Protection Ambassadors
10/2009 – 2/2010	One Person One Flower Scheme	All students
9/2009 to 7/2010	Management of Harmony Garden	Little Gardeners
9/2009 to 7/2010	Gardening Class (Little Gardeners)	Members
9/2009 to 7/2010	Environmental Prefect Scheme	All students
12/1/2010	Visit to Hong Kong Observatory	3A students
3/12/2009	Visit to Mai Po Nature Reserve	5B students
21-22/12/2009	Green Christmas Campaign	All sstudents
9/2009 to 7/2010	Student Environmental Protection Ambassador Scheme	All students
9/2009 to 7/2010	Old Clothes Recycling Scheme	All students
4/2010	Compost making workshop	Little Gardeners
1/2009 to 6/2009	Sino Organic Ambassador Scheme	Organic Ambassadors
Whole Year	8th Green School Award	All students

March 2010	Hong Kong Flower Fair	Student Environmental Protection Ambassadors
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) on the ground floor	All students
3//2010 to 5/2010	Inter-class Paper Recycling Campaign	All students
4/5/2010	Environmental Education Visit to Town Gas	All students
30/6/2010	Environmental Talk on the Poles and Global Warming by Dr Rebecca Li	S.3 & S.4
2/7/2010	Environmental Education Outing to the Organic Paddy Field of Produce Green Fund in Fanling	20 selected students

Social Services

Date	Events/Activities	Evaluation
Throughout the year	<ol style="list-style-type: none"> 1. Briefing on Community Service and Other Learning Experiences for all students 2. Meetings with class teachers and /or key members 3. Award Scheme: <i>Community Service Award</i> 	<p>A formal meeting with all students at the beginning of the school year concerning Community Service and Other Learning Experience was held. An informal meeting through class teachers was also held in the Second Term. Service Records were distributed to students after the meetings.</p> <p>Students showed concern for is Service Record, especially in the Second Term.</p> <p>At the end of the school year, 47.6% of S.1 to S.4 students met the minimum EDB requirement.</p>
Throughout the year Jan to Dec 2009 and Jan to Dec 2010	<ol style="list-style-type: none"> 1. Briefing to S.4 on NSS requirement 2. Award Scheme in relation to the Social Welfare Department of HKSAR 	<p>At the end of the school year, 54% of S.4 students meet the minimum EDB requirement for the NSS Curriculum.</p> <p>Most of the students showed great concern about the Service Record.</p> <p>From Sept to Dec 2009, the School obtained the following Service Awards from the Award Scheme of Social Service Department of HKSAR: 1 Gold Award (≥ 200 SH; SH: Servicing Hours), 1 Silver Award (100-199 SH), 8 Bronze Awards (50-99 SH) and 20 Certificates of Merit (30-49 SH).</p>
Throughout the year	<ol style="list-style-type: none"> 1. Formal and informal meetings/discussion with teachers 	<p>All teachers concerned had given valuable advice on the Service Record Award Scheme, especially concerning the maximum service hours.</p>

Parents-Teachers' Association

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

Date	Event	Participants
13 November 2009	18 th PTA AGM	PTA members
13 November 2009	SMC Parent Representative Election	Parents
27 November 2009	1 st Executive Committee Meeting	Executive Committee Members
7 January 2010	2 nd Executive Committee Meeting	Executive Committee Members
4 February	Fun Day Sub-committee Meeting	Fun Day Sub-committee Members
11 March 2010	3 rd Executive Committee Meeting	Executive Committee Members
22 April 2010	4 th Executive Committee Meeting	Executive Committee Members

2. Principal's Meetings with Parents

Date	Event	Participants
24 September 2009	1 st Principal's Meeting With Parents Themes: School Intranet, Prevention of H1N1 Virus and details of extra-curricular activities	25 parents
14 October 2009	2 nd Principal's Meeting With Parents Themes: Parent, child and teacher relay on Sports Day	30 parents
13 November 2009	3 rd Principal's Meeting With Parents Themes: Students' first term test results and sharing session	22 parents
16 December 2009	4 th Principal's Meeting With Parents Themes: Sharing session	30 parents
22 January 2010	5 th Principal's Meeting With Parents Themes: Sharing session and Students' half-yearly exam results	5 parents
27 February 2010	6 th Principal's Meeting With Parents Themes: Meeting/ Discussion with individual parents	15 parents
19 March 2010	7 th Principal's Meeting With Parents Themes: Meeting/ Discussion with	65 parents

	individual parents	
30 April 2010	8 th Principal's Meeting With Parents Themes: Identifying learning difficulties & helping your children improve their language skills and building a positive relationship with them.	13 parents
28 May 2010	9 th Principal's Meeting With Parents Themes: How to help your child prepare for examinations Timetabling during the post-exam. period. Criteria for students' promotion to a higher form	29 parents
2 July 2010	10 th Principal's Meeting With Parents Themes: Summer vacation activities and New school development plan 2010-2011	12 parents

3. PTA Fun Day

Date	Event	Participants
19 March 2010	PTA Fun Day	150 parents, students & teachers

4. PTA Interest Classes

Date	Activity	Participants
4 May 2010	Fishing Tackle	15 parents, students & teachers
	Band Class	20 parents, students & teachers
5 May 2010	Pilates	35 parents, students & teachers
6 May 2010	Tennis Course	20 parents, students & teachers
7 May 2010	Computer DIY	10 parents, students & teachers
	Nepalese Dumpling Making	40 parents, students & teachers
13 May 2010	Tennis Course	20 Parents, students & teachers

14 May 2010	Learning Putonghua through Karaoke	15 parents, students & teachers
	Skincare Workshop	35 Parents, students & teachers
18 May 2010	Band Class	15 Parents, students & teachers
19 May 2010	Pilates	20 Parents, students & teachers
20 May 2010	Tennis Course	20 Parents, students & teachers
25 May 2010	Band Class	15 Parents, students & teachers
27 May 2010	Tennis Course	15 Parents, students & teachers
28 May 2010	Learning Putonghua through Karaoke	20 Parents, students & teachers
1 June 2010	Band Class	20 Parents, students & teachers
3 June 2010	Tennis Course	20 Parents, students & teachers

5. 16th Parents Also Appreciate Teachers Drive

Date	Activity	Participants
March – June 2010	Writing postcards of appreciation to teachers	500 Parents & students
12 July 2010	Presentation of certificates of appreciation to teachers	PTA Executive Committee parent-members

6. Fund Raising

Date	Activity	Participants
13 November 2009	Voluntary Donation Drive Amount raised: \$2,235.00	PTA members
12 – 18 October 2009 (\$2,492.75)	Readathon for the PTA Amount raised: \$4,162.85	S1-S5 students
3 – 7 May 2010 (\$1,670.10)		

7. PTA Involvement in School Functions

Date	Function	Participants
27 August 2009	Orientation Day for New Students and Parents	250 New students & parents
16 December 2009	Speech Day	150 Parents & guests
16 March 2010	S5 Graduates Tea Party	150 Students
19 March 2010	Learning Celebrations	750 Parents & students
30 April 2010	Parents' Night	150 Parents

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

Date	Event / Prize / Award	Participants
November – December 2009	61 st Hong Kong Schools Speech Festival	30 students
July 2010	Academically Most Improved Students Award	25 students
September 2009 – June 2010	Subsidies for school dance and sport teams	18 teams

9. PTA Outing

Date	Event	Participants
23 April 2010	Visit to Maria Cordero's studio	50 Parents, students & teachers

Achievements and Reflections on Major Concerns (2009/2010)

Major Concern 1: Helping students develop essential virtues

Targets	Achievements	Reflections
<ul style="list-style-type: none"> • <i>To inculcate a strong sense of responsibility in students</i> 	<ul style="list-style-type: none"> • Classroom rules were set up by every class at the beginning of the school year and signed by every student. • Class periods were utilized to run talks or hall assemblies on study skills, goal setting, crime prevention, resisting peer pressure, social services, positive lifestyle, anti-drug, anti-smoking to cultivate this virtue in students • Inter-class Classroom Cleanliness Competition was conducted on a monthly basis throughout the year. • Students were invited to clean up their classroom before major school events such as Parents' Night and Parents' Day. • Students in each class should take turns to be on classroom cleanliness duty to supervise 	<ul style="list-style-type: none"> • 65.4% (a bit short of the 70% target) of class teachers find that 70% of the students in their class can keep their promises. The classroom rules serve as good reminders for students to observe discipline and this can be further promoted next year. • Various committees were very proactive in making use of the class periods to organize activities for students. The Class Period should be fixed on a certain day of the week. • In the Inter-class Cleanliness Campaign, janitors were involved in assessing the cleanliness conditions of each class. This can reflect a fuller picture of students' performances. • Active participation from most students on the day before special school events. • According to class teachers' feedback, 65.4% of classes (a bit short of the 70% target) can

	<p>their fellow classmates in keeping the classroom clean. A daily duty roster should be assigned by the class teacher.</p> <ul style="list-style-type: none"> • Display-board Design Competitions (twice a year) were run to ask students to tidy up their classrooms. • To develop students' sense of responsibility in completing assignments, every class has to keep a homework record every day and submit their record to the General Office at the end of the day. The record would then be uploaded onto the School Intranet to remind students of this responsibility and enhance the communication with parents. • Students who have full attendance without lateness would be awarded with an extra point for conduct. Certificates and prizes will be distributed to 	<p>keep their classrooms clean. Some classes did not have a duty roster and some students did not follow the duty roster. Students should be further trained to fulfill their duty.</p> <ul style="list-style-type: none"> • On the whole, students performed better in Term 1 than Term 2 in the Display-board Design Competition. It is recommended that the Display-board Design Competition be held once a year. However, class teachers could invite students to update their notice board on themes chosen by their class in order to develop their sense of responsibility and team spirit. • This measure can help students and parents check the homework record on the school intranet. • To achieve the 20% target, a total of 153 students need to have full attendance without lateness. In the first term, only 92 students (12%) fully
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	<p>the students concerned at the end of the school year.</p> <ul style="list-style-type: none"> • Through News-based Learning students were invited to discuss and reflect on some current issues, thus enhancing their critical thinking skills and sense of civic responsibility. 	<p>met this requirement, which is 8% short of the target.</p> <ul style="list-style-type: none"> • Based on the above data, it is recommended that the expected target be lowered so that it is more realistic and achievable. • Class teachers made use of class Periods and roll call time to discuss current issues with students. It is suggested that C/Ts use news articles on top of those prepared by the Moral & Civic Ed. Com., Environmental Ed. Com., Sex & Health Ed. Com. to meet the needs of their class.
<ul style="list-style-type: none"> • <i>To foster better self-discipline in students</i> 	<ul style="list-style-type: none"> • During the morning line-up, students were constantly reminded of the importance of self-discipline and warned of the consequences for some unaccepted behaviours in school and in the public. • The Discipline Committee organized the Class of the Year Award to promote students' sense of belonging to school and their cooperation. The Award consisted of different inter-class competitions focusing on discipline issues: Punctuality Competition, Dress Well Competition, Football Competition, 3 on 3 Basketball Competition, Readathon, Donation campaigns, and an 	<ul style="list-style-type: none"> • The more teachers can share feedback and reminders to students, the better. • The Class of the Year Award was successful in achieving its objectives. All classes participated in the various activities and competitions and there has been a general improvement in student performance regarding self-discipline; their sense of belonging and cooperation were also enhanced. • It is recommended that the Class of the Year Award be

	<p>inter-class classroom cleanliness competition to enhance students' social and environmental awareness. The various competitions covered most aspects of school life. The Class of the Year Award saw a 100% participation rate and class spirit was further enhanced.</p> <ul style="list-style-type: none"> • Teachers were to nominate a maximum of 3 most self-disciplined students at regular intervals. • Best-improved Student Nomination was also conducted to consolidate students' positive behaviours. • The Phoenix Scheme gave students chances for students to correct mistakes so as to learn how to discipline themselves. 	<p>maintained in the 2010-2011 academic year.</p> <ul style="list-style-type: none"> • A Commendation Board was set up for this purpose and certificates were given to students with the most nominations to give more encouragement to students. Despite these, only 40 % of teachers agree that students have improved their self-discipline, which is much lower than the target 70%. The original proposal of evaluating students' self-discipline on bi-weekly basis is not practical. It is recommended that only the Best-improved Student Nomination be conducted next year to avoid nominating the same students in different activities. • It is recommended that this will be continued next year.
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Major Concern 2: Improving the effectiveness of learning and teaching

Targets	Achievements	Reflections
<ul style="list-style-type: none"> • <i>To arouse students' interest and motivation in classroom learning</i> 	<ul style="list-style-type: none"> • Teachers were reminded to have clear, student-oriented teaching objectives each lesson. Teachers were required to demonstrate this in lesson observation. • Some teachers were invited to open their lessons for observation. • All teachers were to conduct peer lesson observation. • The Principal made exemplary demonstration to all staff on how to deliver an effective lesson on the 3rd Staff Development Day. • Students were invited by some teachers to have a revision of what they have learnt at the end of each lesson and to keep a learning record of their own. • Subject departments have run 	<ul style="list-style-type: none"> • Teachers could be encouraged to take part in more professional development training to learn of the most recent development of teaching pedagogies. • Teachers could have more professional exchange and learn from one another diversified teaching pedagogies through peer lesson observation and Open Lessons. • This practice has been conducted for many years and the number of peer lesson observation can be reduced to 1 next year. • Teachers learned of some effective teaching strategies to promote students' active learning. • It is not feasible to have written reflections for every lesson. Reflections can be done after each topic or students could do oral reflections instead. • 77% & 52% attendance rate

	<p>programmes to help students develop study skills and examination techniques in lessons and after school. Examples include:</p> <ul style="list-style-type: none"> ➤ Chinese tutorial classes for 1A & 3A to strengthen their study skills ➤ Chinese tutorial classes for S4 to help them develop reading and writing skills ➤ Mathematics tutorial classes for high and low achievers. ➤ Mathematics tutorials for S4 to strengthen their exam techniques. ➤ Training on examination techniques for S3 English TSA. ➤ Spelling exercise for S1-5 to enhance better vocabulary mastery. 	<p>for 1A & 3A Chinese tutorial class respectively. Some students were absent because of other activities, sports training, sickness or self-arranged tutorials. In general, participants showed slight improvement through doing more oral discussion and written assignments.</p> <ul style="list-style-type: none"> • Most students show improvement in Mathematics and have better assessment results. If more resources are available, it is suggested that the Mathematics tutorial classes be extended to more students. • In order to help students prepare for the S3 TSA and the NSS in S4, S3 students were trained on how to organize their ideas and to express themselves fluently through good communication strategies. Students gained more confidence in expressing themselves in English and performed quite well in the Half-yearly Exam. • Since students were found to be quite weak in spelling, exercises on spelling, vocabulary writing and dictations were strengthened for all students. It is hoped that students would be able to master more vocabulary for reading comprehension, writing as well as speaking. The end-of-year questionnaire results reflected
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	<ul style="list-style-type: none"> • From Stakeholders’ perception of Teaching (KPM 07), the average scores of teachers’ perception and students’ perception of Teaching have improved this year compared with those of last year. These scores are also better than the HK Norms. • From Stakeholder’s perception of Student Learning (KPM 08), the average score of students’ perception of Student Learning has improved since last year. This score is also better than the HK Norm. • The score of Parents’ perception of Student Learning (KPM 08) is comparatively higher than the HK Norm. 	<p>that some students have found this strategy helpful.</p> <ul style="list-style-type: none"> • A survey was conducted with the following findings: <ul style="list-style-type: none"> ➤ 15.4% of teachers think that 70% of students have improved their learning attitude ➤ 5.8% of teachers think that 60% of students have improved their learning attitude ➤ 26.9% of teachers think that 50% of students have improved their learning attitude ➤ 23.1% of teachers think that 40% of students have improved their learning attitude <p>Although the target cannot be reached, it is encouraging to see some students improving their learning attitude gradually.</p> <ul style="list-style-type: none"> • On the whole, 15.4% of subject teachers agree that 70% of students have improved their learning attitude. It is encouraging to see students making gradual improvement in their learning attitude.
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<ul style="list-style-type: none"> • <i>To help students establish positive attitudes towards learning</i> 	<ul style="list-style-type: none"> • A hall assembly was run to teach students how to set SMART goals for themselves at the beginning of the year and Certificates of Appreciation were presented to all goal achievers in the first term. • A total of 10 Principal’s Meetings with parents were run this year to build up rapport with parents. • Parents’ Talks on Teenage Problems (both English and Chinese sessions) have been conducted. • A wide range of subject-related outings and activities such as Shanghai Expo, Guangzhou trip, CUHK Programmes for Gifted students, field trips, learning camps, visits to Town Gas Company Ltd., Mai Po, HK Observatory and HK History Museum have been run to enrich students’ learning experiences. • Students having good results in Term tests, examinations, and top attendance in Study Room were rewarded with prizes and commendation certificates to give more encouragement to students. 	<ul style="list-style-type: none"> • 32 % and 57.4 % of students achieved the “Setting SMART goals for Myself” Scheme in Term 1 and Term 2 respectively. • The meetings provided a platform for the school to understand the needs of parents and assistance as far as possible. • Specialist sharing alerted parents to some common teenage problems and suggested ways to enhance positive attitudes in students. • Students’ positive attitudes towards learning could be strengthened through character-building programmes. • This can reinforce students’ positive attitudes.
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	<ul style="list-style-type: none"> • Subject teachers and class teachers have constant contacts with parents concerned through telephone and interviews to discuss the development of their children at school. • The school has been tapping resources from NGOs to provide various services for students and parents during non-school days, especially the ethnic minorities, for example, tutorials, interest classes, translation services, family outings. • Based on the results of Stakeholders' survey (KPM13), our students' attitudes to school are more positive than the HK Norms with respect to areas of 'General satisfaction', 'Social integration', 'Achievement', 'Opportunity' and 'Adventure'. 	<ul style="list-style-type: none"> • 69.2% of class teachers have established action plans together with parents to help students develop positive learning attitudes. • In general, parental involvement in students' development is inadequate.
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Major Concern 3: Enhancing positive team culture and organizational capacity

Targets	Achievements	Reflections
<ul style="list-style-type: none"> • <i>To facilitate effective communication among staff</i> 	<ul style="list-style-type: none"> • Sharing of teaching progress and discussion of test/exam syllabuses were conducted from time to time. • Festival gatherings, outings and informal luncheon gatherings have been run. • Participation in the Inter-school Football match organized by the EDB could enhance better communication and team spirit among staff. • Staff could arrange time in their common periods to conduct collaborative lesson preparation to facilitate communication among members of the same subject department. • Half-day outing activities have been arranged for each of the three Staff Development Days. 	<ul style="list-style-type: none"> • Level coordinators could help to elicit more collaboration among teachers of the same level. • 80% of staff members attended the informal gathering each time. It is desirable to have more frequent tea gatherings. • Staff spirit was elevated and our school was champion. • 70.9% of subject teachers agree that the CLP can facilitate communication among members. • 80% of staff members found the activities helpful to build up better rapport among staff.

<ul style="list-style-type: none"> • <i>To enhance sense of belonging in staff</i> 	<ul style="list-style-type: none"> • Principal and Assistant principals joined some luncheon gathering with groups and conducted informal communication with staff from time to time. 	<ul style="list-style-type: none"> • Principal and Assistant principals could discuss more with individual teachers to understand their needs. • According to Stakeholders' Survey (KPM 10), the average score of teachers' perception of School Climate has improved this year though the average is still below the HK Norm.
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Evaluation on the Use of “Capacity Enhancement Grant”

Employment of Teaching Assistant for Chinese Language, 2009– 2010 Evaluation Report

We employ a Chinese Teaching Assistant (CTA) to help the Chinese Department to prepare various teaching materials and run different programmes from December-2009 to May-2010

1. She has conducted the following Chinese Programmes:

Course	Target group	Duration	No. of students participated
Chinese Enrichment Course (Two Groups)	For S.1A and S.3A students who were poor in academic performance in term tests.	December2009 to May,2010 (once a week)	15-20

S.1 students found that the course was helpful and their skills in writing book reports had also been enhanced.

2. The CTA helped to prepare worksheets and teaching materials for Chinese teachers. The feedback from panel members was 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. Her performance was highly commended.
4. The CTA assisted the students in borrowing and returning books during lunchtime. Students enjoyed borrowing books of the Chinese Extensive Reading Scheme during the lunch break.
5. The CTA helped the Chinese teachers in preparing the filing of the books of the Chinese Extensive Reading Scheme. It relieved teachers’ administrative duties and gave teachers more spare time to prepare for the lessons.
6. The CTA helped to carry out some administrative duties assigned by the Assistant principals.
7. 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 lessen the workload of teachers and the school on the whole.

Evaluation on the Use of “Capacity Enhancement Grant”

**Employment of Teaching Assistant for Integrated Humanities &
Liberal Studies, 2009– 2010
Evaluation Report**

Strategies/Tasks	Evaluation	Remarks/ Recommendations for Improvement
We employed an Integrated Humanities & Liberal Studies teaching assistant (ITA) to assist teachers in curriculum development, preparation of teaching aids, teaching resources, etc.	From the evaluation survey, all teachers agreed that the ITA could assist them in this category.	From the evaluation survey, all teachers agreed that the employment of the ITA could assist them in preparing teaching materials and handling some administrative work. It released them to have more time for professional development. All teachers found that the employment of the ITA was essential, not only to relieve their workload, but to promote learning and teaching in the school, thus all students could benefit from it.
The ITA assisted teachers in organizing educational visits or other learning programmes.	91% of teachers agreed that the ITA could assist them in this category.	
The ITA assisted teachers in making arrangements to facilitate the implementation of SBA.	91% of teachers agreed that the ITA could assist them in this category.	
The employment of the ITA provided more space for teachers to develop effective strategies in teaching and learning of the subjects.	All teachers agreed that the ITA could assist them in this category.	

Evaluation on the Use of “Capacity Enhancement Grant”

**Employment of Teaching Assistant for Mathematics, 2009– 2010
Evaluation Report**

Activity / Programme	Time Period / Duration	Successful Experience	Recommendations for Improvements
Employment of a Mathematics Teaching Assistant (MTA)	September 2009 – August 2010 (1 year)	<ul style="list-style-type: none"> <li data-bbox="603 416 1225 741">□ With additional funds under the Teachers’ Capacity Enhancement Grant, a Mathematics Teaching Assistant (MTA) was employed to assist members of the Mathematics Department to prepare worksheets and provide IT support for teaching and learning purposes. <li data-bbox="603 752 1225 1122">□ 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. <li data-bbox="603 1133 1225 1503">□ The MTA assisted the Mathematics Department to run after-school Mathematics tutorial classes for S.4 and S.5 students who needed special assistance. He designed graded exercises and test papers for students with different Mathematics standards. The feedback from panel members was positive. <li data-bbox="603 1514 1225 1749">□ The head of department helped to manage the Mathematics Olympiad Training Class for S.1 to S.4. Most participants found the class useful and have shown more confidence and interest in Mathematics. <li data-bbox="603 1760 1225 2074">□ To promote students’ interests in mathematics, the MTA helped to organize different types of activities and programs for the Mathematics Club, e.g. the “Rummikub Mathematics Game Competition”. Moreover, he helped to decorate and update the display boards 	The MTA could assist the Mathematics Department to prepare on-line teaching materials for e-learning purposes.

		<p>around the school.</p> <ul style="list-style-type: none">□ The MTA proved himself to be highly efficient by helping to prepare Mathematics Revision Exercise Books before term tests and examination, and Summer Vacation Exercise Books for different forms.□ The MTA had also done a very 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 a lot.	
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Evaluation on the Use of “Capacity Enhancement Grant”

**Employment of Technical Services Support Officer (TSSO) 2009/10
Evaluation Report**

Activity / Programme	Time Period / Duration	Successful Experience	Recommendations for Improvements
Employment of a Technical Service Support Officer (TSSO)	Sept 2009 – Aug 2010 (1 year)	<ul style="list-style-type: none"> <li data-bbox="587 421 1225 689">□ With additional funds under the Teachers’ Capacity Enhancement Grant, a Technical Service Support Officer (TSSO) was employed to provide technical support to teachers in the application of IT for teaching and learning purposes. <li data-bbox="587 757 1225 1317">□ The TSSO helped the teachers in the following aspects: <ul style="list-style-type: none"> <li data-bbox="644 853 1225 920">• To download teaching materials through the Internet or other IT sources. <li data-bbox="644 943 1225 1010">• To prepare school-based teaching aids and materials by IT tools. <li data-bbox="644 1032 1225 1144">• To make preparation and arrangement for lessons involving IT teaching and school functions. <li data-bbox="644 1167 1225 1234">• To assist teachers in conducting lessons in the MMLC. <li data-bbox="644 1256 1225 1301">• To maintain the school homepage <li data-bbox="587 1384 1225 1854">□ The TSSO provided technical support for the software installation and hardware maintenance of the school network system. <ul style="list-style-type: none"> <li data-bbox="644 1518 1225 1653">• Creating user account for teachers and student of the school intranet (e-class platform) <li data-bbox="644 1675 1225 1742">• Re-installation of all desktop and notebook computers <li data-bbox="644 1765 1225 1809">• Installation of Windows 2003 Server <li data-bbox="644 1832 1225 1854">• Performing data backup <li data-bbox="587 1906 1225 2018">□ The TSSO provided guidance and instructions for students in different IT-related activities during off-lesson times 	The TSSO could assist more in the daily operation of MMLC and the management of the school intranet (WebSAMS, e-class platform).

		<ul style="list-style-type: none">❑ The TSSO had also done a good job in assisting IT Team in the annual stocktaking for the IT equipment.❑ Most staff found the TSSO very helpful, friendly, co-operative, reliable and efficient.❑ Members of the IT Team concluded that the employment of a TSSO had helped to relieve their workload a lot.	
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Use of Special Grant for Designated Schools 2009/10

A. Employment of two temporary teachers

Strategies

Two temporary teachers on non-civil service contract terms were employed by Special Grant for Designated Schools.

Period of time

From 1.9.2009 to 31.8.2010

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, collaborative lesson preparation was implemented in all subjects for teachers to prepare school-based curriculum resources, to discuss students' learning difficulties and to share effective teaching strategies.
3. With more human resources brought by the employment of temporary teachers, small class teaching was arranged for NCS students to enhance their language proficiency and to cope with the diverse and special learning needs of students with varied abilities. This allowed more teacher-student interaction.
4. Split classes were arranged for S.1 Chinese Language, English Language and Mathematics lessons with the additional manpower to attend more to individual needs.
5. With additional teacher-strength, teachers were able to implement enrichment programmes and after-school tutorials catering for student learner diversity.
6. 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.
7. Homework supervision class was offered after school with the help of the temporary teachers to teach students to complete their homework assignments.
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.

B) Employment of a Part-time Chinese Language Teaching Assistant

Strategies

A part-time Chinese Language teaching assistant on non-civil service contract terms was employed by Special Grant for Designated Schools.

Period of time

From 1.9.2009 to 31.8.2010

Duties

To support the learning of Chinese for NCS students, including the school-based curriculum development and preparation of teaching resources for GCSE Chinese and Basic Chinese.

Evaluation

1. We employed a Part-time Chinese Teaching Assistant (Part-time CTA) to assist the Chinese teachers in preparing the GCSE syllabus for different ethnic groups. She has helped the Chinese Department (GCSE) in developing a set of school-based teaching materials for GCSE curriculum from S.1 to S.5.
2. The Part-time CTA also helped the Chinese teachers in preparing and making various teaching aids, materials and handouts for students. Feedbacks from the panel members were very good.
3. The Part-time CTA helped the Chinese Department and Chinese Club to organize different extra-curricular activities and to decorate the Display Board for Learning Celebrations.
4. The Part-time CTA helped the Chinese teachers in preparing the Book Exhibition for the Chinese Extensive Reading Scheme.
5. The CTA helped to carry out some administrative duties assigned by the Assistant principal. This relieved teachers of some administrative duties and gave them more time to prepare for lessons.

Members of the Department concluded that the employment of a Part-time Teaching Assistant has helped relieve the workload of teachers.