

School Annual Plan (2016-17)

King Ling College

Triennial Theme -- Approaching Silver Jubilee: Run Faster, Fly Higher (承先啟後動力，傳承中華文化)

Major Concerns:

- i) Developing for the school's third decade
- ii) Strengthening students' body and mind
- iii) Enhancing student leader and school honors programs

Learning and Teaching

Goals and strategies		Success criteria / evaluation mode	Time frame	Section / Team / Teachers	Resources / Remarks
(a) To provide quality input and output through strengthening professional development.	1. To become DSE markers and share experience at dept meetings. (i)	50% of teachers in each DSE Dept to have applied for marker duties.	By July 2017	Panel Heads of DSE subjects	To report in dept minutes of July 2017
	2. To pair-up science teachers for class observations. (i)	The two teachers (*) to teach the same topic in consecutive weeks in the two classes: teach – evaluate – teach.	By May 2017	Science depts	(*) To double up as peer observations. The partner may not have class at the same form.
	3. To collaborate teaching methodology project with educational bodies. (i)	Teachers' reflections.	By July 2017	IS, Biology, Geography	

(b) To initiate open classes, self-directed and E learning, and/or joint school professional development for DSE subjects.	1. To continue with the joint-school professional development activities started in 2015-16. (i)	One additional activity in junior level, and one additional at DSE level.	By June 2017	Academics	Supervised by VP
	2. To begin open classes for the 4 core subjects at DSE levels. (i)	2 subjects per term, all teaching staff to attend once(*); at least 1 other school to attend in each session; post-lesson discussion.	By May 2017	Academics	(*) to double up as cross-KLA class observations; supervised by VP
	3. To launch programs alongside wifi 900. (i)	at least 3 non-core subjects to launch <u>regular</u> E learning activities.	By April 2017	AP Chong IT Team	Partial use of SAM Grant
(c) To strengthen music and PE programs for students' spiritual and physical needs.	1. To initiate 3-year plan for music education development. (ii)	Systematic theory knowledge in regular classes, and 30 regular members in string and Chinese orchestra each.	By June 2017	AP Pang Student Affairs Music Teacher	Performances: School re-opens, Xmas seasons, School gala, Speech Day.
	2. To upgrade learning activities in PE lessons / ECA for better physical fitness. (ii)	Approaching school team member-like stamina for all students; an indoor gym planned.	By June 2017	PE Dept WY Chu	
	3. To re-invent performance team for manning the console for hall events. (iii)	Students to be in charge of all school hall functions.	By June 2017	KK Wu AP Pang	School song pianist in each hall assembly. See also (c) 1

Student development

Goals and strategies		Success criteria / evaluation mode	Time frame	Section / Team / Teachers	Resources / Remarks
(d) To assign more guidance teachers to follow cases; discipline teachers to receive special-need training.	1. To pair up experienced and new case teachers. (ii)	Sharing sessions conducted among guidance teachers. More teachers prepared to shoulder case duties in 2017-18.	By July 2017	KM Tse	
	2. To conduct 4 workshops for all guidance teachers. (ii)	End-of-workshop survey that teachers are confident to handle troubled students.	By May 2017	KM Tse Social Worker	
	3. To have discipline teachers take special-need courses. (ii)	Sharing sessions conducted among guidance and discipline teachers concerned.	By July 2017	KM Tse WM Lo	
(e) To let guidance prefects organize major section activities, and to establish a cross-school-year rapport between guidance prefects and junior students.	1. To launch "Family within the house": departing from motherly caring to peer caring among students. (iii)	To have lined-up students across junior forms for peer support.	By May 2017	WC Chong House advisors	
	2. Stronger guidance prefects to re-invent major section activities for the 21 st century audience. (i)	Guidance teachers commended student-organized activities.	By July 2017	Guidance teachers	
	3. To formalize an annual branding / signature fraternity activity for the whole school. (ii)	Completion.	By May 2017	WM Lo KM Tse	

(f) To empower students in sport teams, houses, SU.	1. To launch one new inter-house activity (to replace an existing one) each year which allows more students to join during lunch time. (iii)	Different students, with larger number, enrolled in activities.	By July 2017	WC Chong House advisors	
	2. Careers x SU to launch new joint-school activities. (iii)	Once a term, 4 different schools each, more than 100 participants each, willingness to repeat the activity in the following year.	By May 2017	CH Lo KK Cheung	
	3. To re-brand school teams as honors programs for better match results. (iii)	Coaches commended team members.	By July 2017	PE Dept	

Home and external development

Goals and strategies		Success criteria / evaluation mode	Time frame	Section / Team / Teachers	Resources / Remarks
(g) To enhance external opportunities for learning and exit pathways (*).	1. To strengthen a holistic, positive attitude regarding external opportunities among S3 and S4 students. (ii)	Student participation, subject choice analysis, essay reflection quality.	By July 2017	AP Pang KM Law	(*) Supervised by careers mistress
	2. To invite university freshmen to inform S5 and S6 students'	5 meetings a year.	By April 2017	PY Chan KK Hau	

	choices. (ii)				
	3. To line-up all overseas learning opportunities. (i)	A clear organization of learning activities is seen.	By June 2017	KK Cheung CH Lo	
(h) To pilot off-campus community sporting programs.	1. To sample district training schemes / age group competitions / courses. (ii)	Growing numbers and willingness to continue in the next academic year.	By July 2017	WC Cheung	
	2. To invite alumni to supervise each school team. (iii)	At least one alumnus in each team (different batches if two or more in a team).	By July 2017	WC Cheung	
	3. To organize at least one friendly match. (iii)	Each sport team to complete once a year.	By July 2017	Coaches	Supervised by PE dept
(i) To invite parents and student leaders to participate in school promotion and school maintenance.	1. To train up tier 2 student leaders for school promotion. (iii)	Specific students to introduce school matters to visitors or as MCs.	By July 2017	AP Chong AP Pang	
	2. To launch student leaders consultation on school issues / promotion / maintenance. (iii)	To complete twice a term	By July 2017	CH Lo YH Lo WC Chong	
	3. To solicit parents' views on school promotion / maintenance. (i)	Once a year to workshop P6 parents; once a year to collect views from KLC parents.	By July 2017	KK Cheung CH Lo	

學校名稱：景嶺書院

所屬地區：將軍澳

「加強學校行政管理津貼」計劃書

(請於 2016 年 10 月底或之前上載至學校網頁)

本校已清楚明白教育局通函第 21/2016 號有關「加強學校行政管理津貼」的細則及要求，並已充分諮詢教師的意見，就使用有關津貼以加強學校的行政管理，訂定了以下的改善計劃：

整體目標

本校已全面檢視日常運作，期望透過下列改善措施，整體提升學與教效能：期望透過伺服器虛擬化、家校通、圖書管理及時間表製作系統提升資源運用的效能，並減輕本校教職員相關的行政工作。

範疇 ¹	預期成效	推行項目	成功準則 (量度指標)	財政預算	持續發展方案
● 支援校內資訊以及校舍管理相關的行政工作	● 透過將伺服器虛擬化，優化學校資訊科技設施管理程序，提升系統復原的效率，並減輕教職員相關的行政工作。	● 建立一個環保的伺服器虛擬化系統，有系統地存取教學資料，完善地把文件檔案及所提供的服務進行備份。	● 成功把實體伺服器虛擬化； 能減輕教職員相關備份、重置及管理的行政工作 教職員能享有更安全穩定的資訊科技設施； 成功降低能源和電力支出。	● \$182,000	● 計劃結束後，持續使用虛擬化伺服器，協助優化學校資訊科技設施，也可為將來新購買的系統提供資源。
● 支援資訊管理與溝通相關行政工作	● 提升家校溝通，加強家長接收即時訊息的可靠性，簡化管理即時訊息系統。	● 購買一個短訊服務/訊息管理系統，向家長發佈重要訊息。減省學生家長資料庫更新之工作。	● 成功向家長發布訊息，列如學校特別活動及惡劣天氣狀況的安排等。	● \$48,000	● 計劃結束後，繼續使用向家長發佈訊息。

<ul style="list-style-type: none"> ● 支援與學生/教學相關的行政工作 	<ul style="list-style-type: none"> ● 提升圖書管理系統個人及用者互動部份，整理有關學生閱讀各類圖書的數據，以便推行閱讀計劃、活動及有關工作。 	<ul style="list-style-type: none"> ● 建立一個既推廣閱讀，又集中處理校內學習資源的互動平台，使成為老師及同學一個分享閱讀、分享各種各樣電子學習資源的平台。 	<ul style="list-style-type: none"> ● 成功記錄學生的閱讀數據資料，輔助學生/教師掌握自己/學生的閱讀歷程，方便日後管理、分享、存取及查閱；以及推廣閱讀活動及有關工作。 	<ul style="list-style-type: none"> ● \$15,000 	<ul style="list-style-type: none"> ● 計劃結束後，繼續使用管理系統協助優化學生歷程紀錄，並推廣閱讀互動文化。
<ul style="list-style-type: none"> ● 支援校內時間表製作之相關工作 	<ul style="list-style-type: none"> ● 提升表現，使有關時間表輸出的結果更多樣化或更貼近校內各部門預想的需要。 <p>提高效率，減少時間表的製作時間。</p> <p>提供另一系統，以備用及取代現在網上校管系統的時間表編排模組。</p>	<ul style="list-style-type: none"> ● 購置另一系統作為時間表編排軟件/模組，以支援時間表製作組同事工作。 	<ul style="list-style-type: none"> ● 成功輸入學校老師及堂節相關的數據； ● 成功設定堂節配合上的要求及規定； ● 成功輸出完整的時間表，包括班級，老師等時間表組合。 	<ul style="list-style-type: none"> ● \$5,000 	<ul style="list-style-type: none"> ● 計劃結束後，持續使用新時間編排系統，協助優化傳統模組表現，及對照輸出結果，以支援時間表製作組同事工作，方便日後建立梯隊及管理。

School-based After-school Learning and Support Programmes 2015-2016

School-based Grant - Programme Report

Name of School: KING LING COLLEGE

A. Information of Activities under the Programme

	Name/type of activity	Actual no. of participating target students#			Peirod/Date activity held	Actual expenses	Method(s) of evaluation (e.g. test, questionnaires, etc)
		C(CSSA)	F (full grant)	O (full grant & others)			
1	Visit to the HKU	0	8	18	6/11/2015	\$700.00	Feedback from students
2	Leadership Training Course	0	1	1	2/11/2016	\$700.00	Teacher observation and questionnaire
3	S5 Grand Tour	1	22	38	17/3/2016	\$84,741.60	Field trip report
	Total no. of activities: 3						
	@No. of participation counts	1	31	57	Total Expenses	86,141.60	
	Total no. of participation counts	89					

B. Project Effectiveness

To the benefitted students, achievements of the activities conducted are rated as follows:

Please put a "✓" against the most appropriate box.	Improved			No Change	Declining	Not Applicable
	Significant	Moderate	Slight			
Learning Effectiveness						
a) Students' motivation for learning		✓				
b) Students' study skills	✓					
c) Students' academic achievement	✓					
d) Students' learning experience outside classroom	✓					
e) Your overall view on students' learning effectiveness	✓					
Personal and Social Development						
f) Students' self-esteem		✓				
g) Students' self-management skills	✓					
h) Students' social skills	✓					
i) Students' interpersonal skills	✓					
j) Students' cooperativeness with others	✓					
k) Students' attitudes toward schooling	✓					
l) Students' outlook on life		✓				
m) Your overall view on students' personal and social development	✓					
Community Involvement						
n) Students' participation in extracurricular and voluntary activities		✓				
o) Students' sense of belonging	✓					
p) Students' understanding on the community		✓				
q) Your overall view on students' community involvements	✓					

King Ling College

2016-2017

Programme Plan for

School-based After-school Learning & Support Programmes

*Name of activity	Objectives of the activity	Success criteria (e.g. learning effectiveness)	Method(s) of evaluation (e.g. test, questionnaire, etc)	Period/Date activity to be held	Estimated no. of participating students [#]	Estimated expenditure (\$)
Field trip to Cheung Chau	<ul style="list-style-type: none"> - To consolidate their knowledge and link daily life to the curriculum - Allow students to obtain information from different sources - To integrate field experience and classroom teaching 	<ol style="list-style-type: none"> 1. Broaden students' learning experiences outside classroom 2. Students can apply the knowledge to the exam 	<ol style="list-style-type: none"> 1. Feedback from students 2. Examination 	12 Oct 2016	22	\$5,00
Field trip to High Island	<ul style="list-style-type: none"> - To learn beyond classroom - To familiarize with physical features in Hong Kong - To integrate daily life experiences with theory - To consolidate their geographical knowledge 	Finish the field report	<ol style="list-style-type: none"> 1. Feedback from students 2. Examination 	March 2017	30	\$1,500
Field trip to Tsuen Wan	<ul style="list-style-type: none"> - To learn beyond classroom - To integrate daily life experiences with theory - To consolidate their geographical knowledge 	Finish the field report	<ol style="list-style-type: none"> 1. Feedback from students 2. Examination 	May 2017	30	\$1,500
S5 Grand Tour	<ul style="list-style-type: none"> - To develop students' global citizenship - To integrate subject learning with field trip 	<ol style="list-style-type: none"> 1. Broaden students' world vision, learn more about culture in other Asian countries 2. Students can apply the subject knowledge in field trip report 	Field trip report	March 2017	50	\$70,000
An Exploration into the History and Culture of Northeast China 2016	<ul style="list-style-type: none"> - To enrich the knowledge about the history and culture of Northeast China - To know more about methods in historical relic revitalization 	<ol style="list-style-type: none"> 1. Enhance student's motivation in studying Chinese History 2. Gain more knowledge about the history and culture of Northeast China that can be used in Public Exam 	<ol style="list-style-type: none"> 1. Presentation 2. Project 3. Student's feedback 	Sept 16 to 21 2016	10	\$4,100