

Area and measure item	Assessment / Evaluation	Implementation particulars	Effectiveness/Reflections/Remarks	School ref: 12/2022 (6/2023)
SCHOOL ADMINISTRATION				
1. Supervising / monitoring	Regular meetings	<ul style="list-style-type: none"> ● In addition to the work of school administration committee and the Chinese heritage specialist committee, each dept and unit has at least three meetings every school year where national education tasks, where applicable, are listed and reviewed. 	<ul style="list-style-type: none"> ● The Principal leads the school administration committee comprises different core sections: home affairs, learning and teaching, guidance, external affairs, etc. The committee oversees all administrative and school development work, including the national (security) education. ● Since the administration committee is the “school leader” committee, it is fitting to oversee the school-based development of national (security) education. ● In addition to staff meetings, the Principal issues all-teacher Eclass messages regularly, reminding teachers to focus on academic development, including national (security) education, and student developments. Messages also include reminders for teachers’ own professional development to meet EDB’s latest requirements. 	2 (a)
2. Morning assemblies	Regular meetings and evaluations	<ul style="list-style-type: none"> ● The administration emphasizes the importance of discipline among staff and students. Students assemble quietly to let teachers inspect their uniforms and posture. School important messages from different teachers and student leaders are announced, in addition to the weekly national flag 	<ul style="list-style-type: none"> ● Program and activities concerned the whole school were done by all teachers to all students, including national (security) education, morning assemblies, swimming gala, Friday flag raising ceremonies, athletic meets, school gala, and the like. ● Student Union, Houses, and Prefect Board are different student leader groups to develop leadership and their ability to positively educate peers, as well as preventing misbehaved situations (see appendix, item 4) 	3

		raising for selected class(es).		
3. Lockers borrowing and management	Proper usage of the lockers	<ul style="list-style-type: none"> The administration focuses on the learning, both academic and non-academic needs. However, if students bring non-academic items to school, approval is needed from their class teachers or teacher advisors. 	<ul style="list-style-type: none"> New tenders, school visitors are asked to abide by laws applicable to Hong Kong, including those concerned national security. The regular inspections on proper use of bulletin boards, including languages and messages, are on-going duties done by members of discipline section, academic section, and home affairs section (see appendix, item 2). 	(c)
STAFF MANAGEMENT				
4. Research and preparation	Professional opinions	<ul style="list-style-type: none"> When in doubt, staff are encouraged to discuss with their immediate supervisor, but they are welcome to meet with the Principal, without appointment. Every May, each teacher meets with the Principal for the summary of work. Library staff double check the student loan book to align with its public library status before it leaves the library. 	<ul style="list-style-type: none"> EDB notices are forwarded to sections concerned, to allow a harmonious campus and help students develop positive values in life. 	(b)
5. Staff discipline	Staff meeting and announcements	<ul style="list-style-type: none"> The principal reminds school members that they should not engage themselves in illegal activities; the school will not shy away from engaging law enforcement units should school members break any laws. 	<ul style="list-style-type: none"> All staff are asked to conduct themselves professionally and observe EDB circulars 7/2021. Newly-hired teachers all obtained the test requirements on basic laws and national security laws. 	(d, e)

STAFF TRAINING				
6. Understanding the laws	At least 10% of teachers (establishment) have taken a seminar / course each year on a voluntary basis.	<ul style="list-style-type: none"> Teachers are asked to enroll in EDB-approved courses on basic law and national security law education. 	<ul style="list-style-type: none"> On 10 February 2023 staff meeting, teachers were reminded to read and observe EDB's guidelines of conducts issued in December 2022 (minutes item 2.11). Teachers were reminded the need to continue develop themselves, especially those who seek promotion positions. New teachers should also attend training courses in the Mainland. Unfortunately, one new teacher applied for different mainland courses in vain. 	(f, I)
7. In-house lecture	At least a one-hour lecture is conducted on campus.	<ul style="list-style-type: none"> Staff development days will be utilized for related issues. Every two years, teachers are reminded their learning needed, in writing. 	<ul style="list-style-type: none"> Teachers were aware of their duty to be law-abiding citizens. All staff have periodical appraisal exercise with the school. For example, teachers met with the Principal in May 2023 to reflect on their work and be informed of the school expectations. They had been given a written document on the work and expectation in May 2022 (the next written documents will be given in May 2024). See also appendix, item 6. All service providers and ECA tutors are asked to abide by laws applicable to Hong Kong, including those concerned national security. 	(g, h, k)
8. Development domain rotations	Professional Development Record	<ul style="list-style-type: none"> "Local, National and International Education Issues" will be one of the focuses for staff development. 	<ul style="list-style-type: none"> Teachers attended EDB courses on basic laws and national (security) education to the best they could. But many were bound by classroom duties; others were restricted by the venue capacity. The school and individuals' programs learned to use different instruments to feedback and reflect on the work. For example, the new EDB instrument replied by 195 students indicated that students' national identity was strong in duty and achievements (both at Q=116, P=85.7), international vision concerns (Q=113, P=80.7). The students were slightly weak in the international vision duties, which probably due to the lack of Mainland and overseas visits in the past three years. 	8 (j)
LEARNING AND TEACHING				

9. Subject focus	Subject meetings	<ul style="list-style-type: none"> ● Each subject has its own national security items and Chinese heritage items to allow students to understand China now and then (see individual subject plan). ● Materials for class use: materials will be vetted by teachers at the same Form and kept by the department on the intranet for at least five years. Department heads will vet exam papers before they are passed to respective VPs or APs (different KLAs) for second vetting and approval, before the Principal endorsing the papers. VPs and APs also inspect marked student homework department files, annual plans, and evaluation reports. 	<ul style="list-style-type: none"> ● With the implementation of senior CS lessons, and the forthcoming junior CS lessons beginning September 2024, alongside the changes made in the moral and civic education lessons, students have ample inputs on national (security) education. The EDB focus inspection on LS and CS in November 2022 also reminded the school on the vertical coordination between junior and senior forms. ● Teaching materials were vetted among teachers of the same form and by the panel head; they were filed for future inspections. ● Cross curriculum resources team led the various academic resources initiatives; vice principals and assistant principals checked files at the year end, in addition to vetting KLA exam papers. Library pamphlets were vetted by the Principal; new books or books to check out were cross-referenced with the library stock in the public libraries. Only public libraries materials would be circulated. ● Teachers at different levels focus on student strengths and educate national (security) education as needed. 	4 (l, m, n)
10. Form 3 electives	Subject meetings, deliverables	<ul style="list-style-type: none"> ● Form 3 electives aim at deliverables which emphasize values education and entrepreneurship education. 	<ul style="list-style-type: none"> ● Students set up stalls during speech day; they learned in the Form 3 elective lessons to produce, run, host, balance, and advertise their products. The two teachers in charge had very positive comments on the activities and the student performance. 	
STUDENT GUIDANCE, DISCIPLINE, AND SUPPORT				
11. 中華茶藝文化學習班	考試合格將獲發證書	<ul style="list-style-type: none"> ● 課後舉行 約 4 節課 	<ul style="list-style-type: none"> ● The function highlighted Chinese cultures and virtues. 	

12. Tea Time	<p>-Observation on students' participation in the activity</p> <p>-Worksheet about the knowledge of different types and functions of Chinese tea</p> <p>Q'naire</p>	<ul style="list-style-type: none"> ● 4 assemblies for each form ● 1 lunch time session ● Tea leaves and tea pot sets, worksheets, questionnaire, books, internet resources 	<ul style="list-style-type: none"> ● National (security) education was conducted for the students at different levels, clear distinction between programs were set, for example, tea time was set for Form 1 and 2, tea certificate program (item 11) was meant for older students. Similarly, Chinese instruments were introduced in Form 1 music lessons; when students wanted to learn more, they join the instrument classes for Form 2 and above. 	5, 6
13. KLC Internet Angel Training Scheme	<ul style="list-style-type: none"> ● Observation on students' participation in the activity ● Role play on safety use of Internet e.g. fact check-Q'naire 	<ul style="list-style-type: none"> ● 6 online lessons ● Video / VR equipment 	<ul style="list-style-type: none"> ● Lessons duly conducted. 	
14. Strengthening the knowledge of network security for senior form students	Case study of applications of social media platforms for learning and	<ul style="list-style-type: none"> ● S4 lesson period X4, 2nd term ● S5 lesson period X 4, 2nd term 	<ul style="list-style-type: none"> ● Lessons duly conducted. 	

	keeping the data privacy in official communication channel.	<ul style="list-style-type: none"> ● Teaching materials from HKDSE in ICT, chapter of Social implication 		
15. To enable students to experience and explore through overseas exchange programs	Collecting feedback from students and teachers via post tour survey	<ul style="list-style-type: none"> ● Attempt to visit at least two sister schools through the following tours: <ul style="list-style-type: none"> ● Grand Tour ● Overseas Leadership Training Program ● To support by: Life-wide learning Grant, School-based After-school Learning and Support Programs, Student Activities Support Grant 	<ul style="list-style-type: none"> ● While the school could not join in any on-site sister school activities, we did have learning activities together: we broadcast our annual school gala and speech day for sister schools. ● Grand tours to southeast Asian countries were conducted before Easter holidays. ● Students also participated and won places for the following territory-wide activities: 1/2023：教育局主辦；「2023 年國家安全齊參與」「2023 國家安全標語創作及海報設計比賽」(中一二全級參與；以個人形式報名；經挑選共交作品 46 份) 2/2023：教育局主辦；「2023 年國家安全齊參與」「2023 國家安全校園壁報設計比賽」(中一二全級參與；以組別形式報名；經挑選共交作品 4 份) 3/2023：青年.出走 Youth.Travel 主辦；「《基本法》與我」香港中小學生海報設計比賽 2022-2023」(以個人形式報名；中二及中三級共交作品 5 份) 4/2023：教育局主辦；「2023 年國家安全齊參與」「2023 國家安全寫作比賽(英文)」(中四五全級參與；以個人形式報名；經挑選共交作品 120 份)。兩名中四學生得季軍及優異獎 ● Through observation, the school understood the national identity students see themselves, and what else to work on. ● The Principal conducted a campus TV program broadcast to all classrooms on 21 March 2023 to emphasize the importance of national security. 	8, 13 14
16. Mainland cultural exchange tour	Improve the understanding about the history of China in	<ul style="list-style-type: none"> ● Once every two years 	<ul style="list-style-type: none"> ● Form 5 CS trip was conducted on 10 May 2023 where students learned much in the visit. ● Visits and various national education programs were in line with the school direction, to uphold Chinese heritage and to dignity humanity. 	11

	different periods			
17. Proper behaviors and etiquettes for different needs	End-of-year discipline meeting evaluation	<ul style="list-style-type: none"> ● Students will learn respect and etiquette for ceremonies, such as school opening, sports days and other ceremonies with flag raising and lowering. ● Students will learn to respect each other despite their differences in cultures, backgrounds and opinions. ● Students will learn the consequences of breaking the laws and the assistance they can receive from NGOs. 	<ul style="list-style-type: none"> ● The discipline and guidance sections work closely on ensuring student discipline and counselling issues / behaviors which are fit for on-going campus development of which complying with laws in Hong Kong (see appendix, item 3). 	
18. S4 Inter-Class Folk Song Singing Contest	Students' performance, scores, and audience spirit	<ul style="list-style-type: none"> ● Post-exam period 	<ul style="list-style-type: none"> ● Function duly conducted. 	
19. Introduction of Positive Psychology - Character Strength: Humility	Observation in the lessons from class teachers - Worksheets in the lessons from students - Questionnaires from students	<ul style="list-style-type: none"> ● Assemblies, also through employments of PPT / gifts / worksheets 	<ul style="list-style-type: none"> ● Function duly conducted. 	
HOME SCHOOL COOPERATION				

20. Parent Certificate Course in Think Tank gatherings	Parent participation rates	<ul style="list-style-type: none"> ● Regular gathering(s) 	<ul style="list-style-type: none"> ● Close contact with parents and families. Talks with parents were conducted on a regular basis, including messages on national (security) education which was conducted on 7 June 2023. ● From the stakeholder surveys, parents think that the school strengthened the student virtues (parent item 10: 78.6%). Most parents were happy that their children were enrolled in this school (parent item 17: 86.9%). The similar numbers were encouraging; the school would reflect on the weaknesses and carry on with the positive items. ● Parents were encouraged to visit a designated museum with their children in Hong Kong, to strengthen the national identity and Chinese culture interest in March and April 2023. Students submitted a photo taken at the venue; the photos were kept in student school file as proof of their effort and learning. 	7, 17 18 (q)
21. Poon Choi dinner To cultivate the interest and understanding of Chinese history.	Verbal feedback will be received from participants.	<ul style="list-style-type: none"> ● Feb / Mar each year 	<ul style="list-style-type: none"> ● The function was postponed to March 2024 when the school celebrates its 30th school anniversary. 	

Appendix: The following 7 points were added after EDB consultations and were endorsed at IMC meeting on 15 May 2023:

Implementation particulars	Effectiveness/Reflections/Remarks	12/2022 6/2023
<ol style="list-style-type: none"> 1. Anson Yang, the Principal, is the overall coordinator of the national security education and its development. 2. The regular inspections on proper use of bulletin boards, including languages and messages, are on-going duties done by members of discipline section, academic section, and home affairs section. 3. The discipline and guidance sections work closely on ensuring student discipline and counselling issues / behaviors which are fit for on-going campus development of which complying with laws in Hong Kong. 	<ul style="list-style-type: none"> ● The Principal, Anson Yang, headed the school administration committee which also plans and monitors the national (security) education of the school. He tabled the blueprint of each year's national (security) education for the school administration committee to discuss and vet, before submitting it to all staff meeting and IMC for approval. This 3-tier monitoring system ensures the plan suits the needs and developments of students and the school. 	1, 10 (o p)

<ol style="list-style-type: none"> 4. Student Union, Houses, and Prefect Board are different student leader ladders to develop leadership and their ability to positively educate peers, as well as preventing misbehaved situations. 5. Textbooks and library books are all inspected by subject teachers and library clerks before they go into circulations; the Principal vets all in-coming pamphlets to make sure they are free from harming national security before they are disseminated. 6. There have been appraisal cycles for all staff since 2010; the Principal issued detailed written appraisals and expectations to each tenured teacher in May 2022 and will issue again in May 2024. 7. Ad hoc committees are set up for different employments of service providers. The Principal vets all proposals and job duties carefully and makes sure no harming to national security before approving the tasks. 	<ul style="list-style-type: none"> ● Students were briefed the school regulations and their duties to follow instructions and laws. ● Misbehaved students would be properly disciplined and guided to the right track; the school made it clear that law enforcement personnel would be called upon should circumstances arise. 	
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ENDS

YU Che Fan
Supervisor
31 July 2023