

ECF Saint Too Canaan College

2016-2017

School Annual Plan

ECF Saint Too Canaan College

I School Mission

1 Our Belief

It is our belief that our students are created in God's image and they are unique, respectable and valuable. Therefore, it is our mission to educate our students to have respect for life as well as develop their abilities and potential given by God.

We believe that education is a means to practice the Christian faith. Based on the love of Christ, we are dedicated to educating our students with love and care.

2 Mission Statement

Our main objective is to promote self-esteem, passion for life, concern for others, social responsibility and life long learning among students with an emphasis on virtue, wisdom, physical development, sociability, aesthetic appreciation and spirituality. To achieve the objective, our school strives to reinforce the foundations of "knowledge", "character and value" as well as "skill and quality" for our students.

The following mission statement, in line with our belief and aspiration, serves as a blueprint for the long term development of our school.

"Based on the teaching of the Bible and through the practice of love, we are committed to creating a learning environment filled with creativity, initiative, care and trust. We aim to help students build harmonious relationships with others, and to develop their own unique potential in the areas of intellect, character and temperament. We aspire to cultivate young people with a sense of responsibility, rationality and affection, who pursue excellence in life with vision and passion."

II. Major Concerns

The major concerns were discussed in the School Administration Committee meeting. The following three major concerns were adopted for 2016-2017:

1. To foster students to be self-directed learners.
2. To nurture students to be future leaders.
3. To develop students with global understanding.

III. Annual Plan for 2016-2017

Heads of Learning and Teaching Department and Student Development Department would discuss with their respective department and formulate the departmental Annual Plan for 2016-2017 based on the major concerns of this year.

The 2016-2017 Learning and Teaching Department Annual Plan (Appendix 1) would be the bases for panels of Key Learning Areas to develop their own Annual Plans.

The 2016-2017 Student Development Department Annual Plan (Appendix 2) would be served as the bases for the heads of functional groups to prepare their own Annual Plans.

ECF Saint Too Canaan College

2016-2017 L&T Annual Plan

1 Aims

- 1.1 This department aspires to plan and implement updated but suitable curricula, reliable assessment system, appropriate language policy and assignment policy and procedures.
- 1.2 Hence, learning experiences are deliberately provided for students to construct knowledge, to acquire thinking methods and self-learning habits, to develop the potential, to enjoy intellectual growth, and to pursue excellence. The students will then contribute to society with vision and passion.
- 1.3 In order to achieve the above aim, this department must from time to time be aware of the change in social and educational environment, enhance the teachers' professional experience and teaching effectiveness, grasp the learning conditions of students and coordinate physical facilities and informational resources.

2. SWOT

2.1 Strength

- 2.1.1 Adding one more teaching staff to Chinese and English department in order to cater more splitting classes in both junior form and senior form. And with additional math TA who can help in resource management.
- 2.1.2 Splitting class in Liberal Studies, Mathematics and Chinese provide a good opportunity to cater students' learner diversity.
- 2.1.3 Junior students have good learning habit and highly participated in the lessons.
- 2.1.4 Students are attentive and well-behave in the lesson, only little classroom discipline problems.

2.2 Weakness

- 2.2.1 Teachers can be more confident enough to speak in English and firm and strict classroom management is needed.
- 2.2.2 Core subject result in public examination is not outstanding which affects the UGC entering rate. Provide more training in Chinese and Math is necessary.
- 2.2.3 SEN training need to be enhanced in order to cater SEN needs through the curriculum design and tailor made teaching materials.

2.3 Opportunities

- 2.3.1 Our "EMI" and "Christian" label has progressively set clear image of this school in the community.

2.3.2 Joining the “whole school approach of catering learning diversity” which provide more skills for teachers re-design the lesson and assessment in order to cater different groups of students. KLA will implement Two-year plan with the proposal.

2.3.3 Admission of S1 can keep our steadily numbers of students in junior forms.

2.3.4 New students join in each form who can encourage current students to learn from others.

2.3.5 More subject can obtain 5 or above in DSE which mean teachers know how to train students and help them to achieve higher result.

2.4 Threat

2.4.1 More new teachers and TA join in, take time for training and picking up all important administrative work in short time.

3. Objectives, strategies, implementation and evaluation

<u>Objectives</u>	<u>Strategies</u>	<u>Target</u>	<u>Time Schedule</u>	<u>Success criteria</u>	<u>Methods of evaluation</u>	<u>Budget</u>	
2.1	Enhance learning and teaching						
	a	Incorporate learning targets, questioning techniques, e-learning and “share and start” into lessons	Teachers	Sept16 – Jun 17	As reflected in lesson observations and homework inspections	Lesson observations Homework inspections PLO feedback Annual Report L&T survey	Teachers’ Training \$10,000
	b	Cater learner diversity through teaching strategies	Teachers	Sept 16– Jun 17			
2.2	Promote good quality assignment						
	a	Design assignments to arouse students’ learning interests and efficacy.	Teachers/ students	Sept 16– Jun 17	As reflected in lesson observations and homework inspections	Lesson observations Homework inspections PLO feedback Annual Report L&T survey	Teachers’ Training \$20,000
	b	Train students to hand in quality assignment on time.	Students	Sept16 – Jun 17	As reflected in homework inspections and students’ assessment performance	Homework inspections L&T survey	
2.3	Promote reading and English speaking environment						
	a	Enhance students’ language proficiency through subject-based reading.	Students	Sept16 – Jun 17	At least 70% of students join subject-based reading and agree with the objectives achieved	L&T survey Reading survey	Gifts 1,500
	b	Create channels to communicate in English confidently.	Teachers/ Students	Sept16 – Jun 17	At least 70% students join ESD and department activities using English and agree with the objectives achieved	L&T survey LPC survey	

4. Year plan:

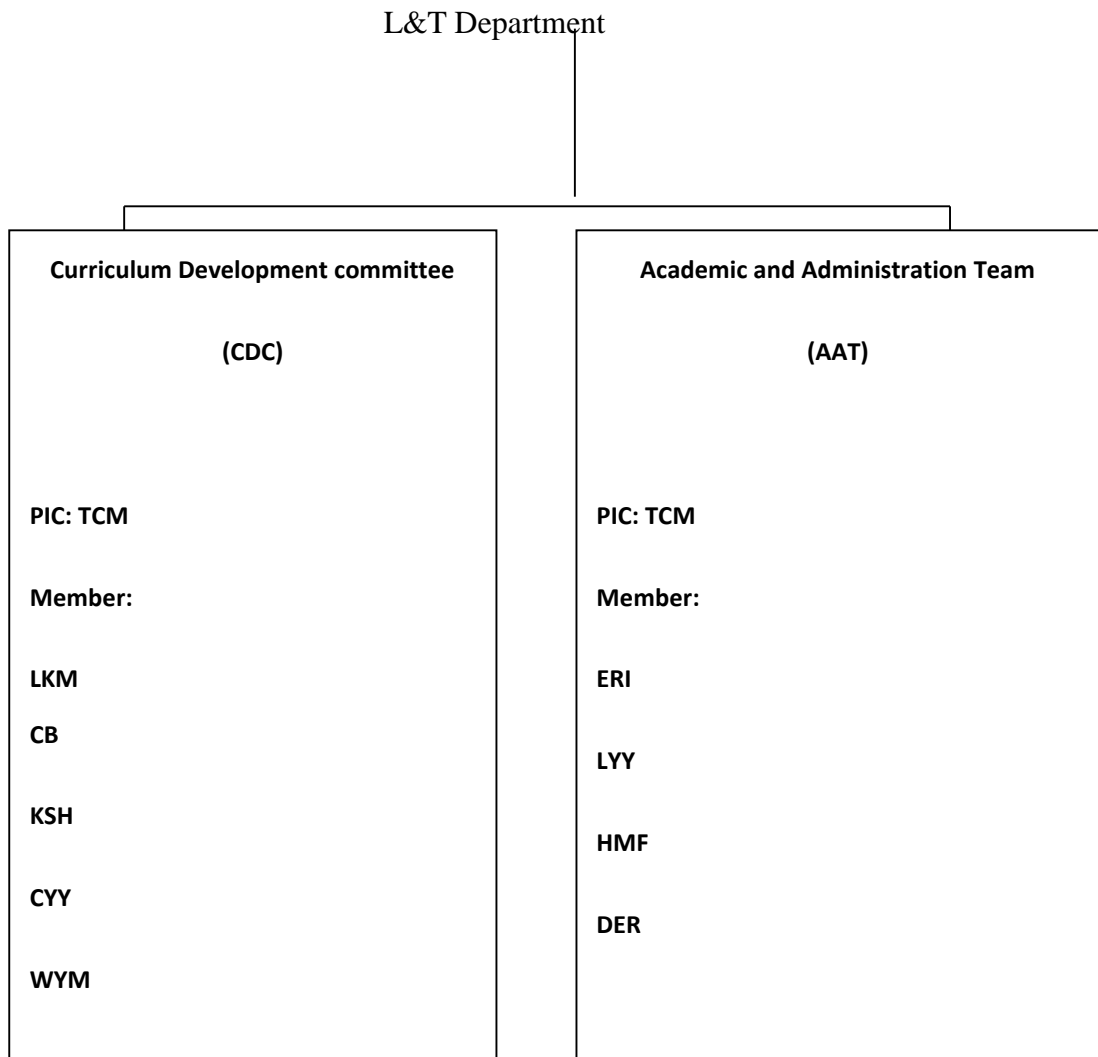
Event		Schedule												Teacher in charge	
		Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jul 17		Aug 17
Administration	1. Compilation of L&T handbook		✓	✓										✓	WIN
	2. Prepare completed students list and repeaters' list for Form Meetings											✓			LYY
	3. Prepare name list of students who get Grade A and Grade D in Learning Attitude for Form Meetings				✓		✓			✓		✓			LYY
	4. Formulation of time-tables for exam paper review											✓			LYY
	5. Formulation of master time-table (new school year)													✓	Summer Duty
Curriculum	1. Arrangement of S3 course Selection(From Nov to Mar)			✓	✓			✓	✓				✓		CB
	2. Arrange foundation course for 1 elective students							✓							TCM/ CB
	3. Class formation in each form/ electives												✓	✓	CB/ TCM
	4. Arrangement of S4 new student course selection												✓	✓	CB
	5. Evaluate and discuss the subject combination				✓	✓									
	6. Plan no. of classes/subject allocation next year						✓	✓	✓						TCM
Exam (External)	1. Announce exam regulations for students (HKDSE)		✓												LYY
	2. Monitor the Exam Registration (HKDSE)		✓												LYY
	3. In charge of Exam Centre supervisor and arrangement of invigilation (HKDSE))								✓						LYY
	4. Handling the Appeal Applications (HKDSE)												✓		LYY
	5. Manage the logistics of SBA submission (HKDSE)		✓	✓	✓	✓	✓	✓	✓	✓	✓				LYY
	6. Manage the logistics of TSA									✓		✓			LYY
	7. Arrange center supervisors and invigilation (TSA)										✓				LYY
8. Planning RT/Exam Time Table (internal)			✓		✓			✓		✓	✓			ERI	
9. Preparing Exam guideline and regulations (internal)		✓												ERI	
10. Planning the Invigilation Time Table (internal)			✓		✓			✓		✓				ERI	

	11. Handling Students irregularities during the Exam (internal)					✓	✓	✓	✓			✓			ERI
	12. Handling students eligibility for Examination (internal)				✓		✓		✓	✓		✓			ERI
	13. Monitor the logistics for exams and revision tests			✓		✓		✓			✓				ERI
	14. Prepare statistics for Form Meetings							✓				✓			ERI
	15. S1 Attainment Test												✓		Summer Duty
Learning	1. Form teachers' orientation	✓													TCM
	2. Implement and follow up holiday homework non-submission	✓													HMF
	3. Monitoring HW SAS and punishment system		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			HMF
	4. Academic prefects' training and follow up		✓												CYY
	5. Monitoring self-study center	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			DER
	6. Upload L&T handbook	✓													WIN
	7. operate and revise Self-advancement Scheme			✓	✓	✓	✓	✓	✓	✓	✓				DER
	8. Follow up input of academic awards							✓					✓		TCM
	9. Devise, execute and monitor the homework procedure	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		HMF
	10. Coordinate Summer course (tutorials)											✓			TCM/TA
	11. Elite Programmed/ Gifted students		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			TCM
	12. SEN support		✓	✓		✓	✓	✓	✓	✓	✓	✓			YLT
	13. S1 HW caring group		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		LKM
	14. Serious HW caring detention class	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		HMF
	15. Whole school approach cater learning diversity training			✓	✓	✓	✓	✓	✓	✓	✓				CB
	16. Critical thinking/reading skills/learning skills workshop	✓						✓	✓	✓	✓	✓			WYM
	17. S6 Self study time in hall		✓	✓	✓	✓	✓								CB
	18. S1 Bridging Course												✓		Summer Duty
	19. Coordinate S1 and S2 Post 1 st term exam/UT Remedial Classes							✓	✓	✓					LKM
	20. Administration of Self-directed Learning (Wednesday)/ S6 Exam Drilling (1 st term), S5 Test Drilling	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				CB

	21. Follow up repeaters	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			LKM
	22. Follow up new comers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			TCM
	23. Formulation of master time-tables for S6 post exam tutorials						✓								CB
	24. S6 and S5 projected grade			✓			✓								LYY
Teaching	1. Peer Lesson Preparation (PLP)		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			LKM
	2. Principal and Panel Lesson Observation (PPLO)		✓						✓	✓					LKM
	3. Peer Lesson Observation (PLO)		✓	✓	✓	✓	✓	✓	✓	✓	✓				LKM
	4. Coursework Inspection (CWI)						✓	✓							LKM
	5. Subject Evaluation Scheme (SES)									✓					LKM
	6. Teachers Training Record (TTR)		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			LKM
	7. Teachers' teaching strategies sharing					✓				✓					LKM
	8. Monitoring the "Whole-school approach learning diversity" teach sharing / lesson observation		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			CB

5. Attached L&T structure and HR allocation

**ECF Saint Too Canaan College
2016-2017 Learning and Teaching Department
L&T Core Organization Chart**



Issued by: TCM, Academic VP

Date: 10-8-16

ECF Saint Too Canaan College
2016-17
Learning and Teaching Department
Job allocation

Head	AAT/CDC	TCM	
Division		L&T PIC	Supporting
CDC			
Curriculum	Cross-Curriculum planning/activities/ESD Explore curriculum variety in STCC Teachers' training L&T Assembly (Cross-KLA program)	CB (Core) /LKM (elect) LKM/KSH LKM/KSH	KSH/WYM/CYY
Learning	Self-study Center	DER	TA
	Academic Prefect/Alumni training	CYY	
	SAS (self-advancement scheme)	DER	
	Senior form study time /drilling/ tutorial/ S3 course selection	CB	
	Class formation		
	Homework Policy /Detention class	HMF	Cooperate with ITA (WPW)
	L&T outsource learning program	WYM	
	Repeaters follow-up	LKM	
Teaching	New students follow-up /Gifted students/ SEN /NCS (Non-Chinese speaking)	TCM	
	Community-based program (區本計劃)	ERI	TA
AAT	CWI/PPLO/SES/PLP/TTR/PLO	LKM	TA
Assessment	Internal - RT/ Exam/ Result analysis - Timetabling - Attainment Test (cooperate with SSS)	ERI	TA
	External - TSA /DSE - DSE Appeal - All S5-S6 projected grade/ IT report card follow-up - L&T interview list for parents' day - Cooperate with ITA (IT curriculum)	LYY	TA
Committee			
Library Services: Reading promotion	Cross-KLA /reading	YWY	SSS/LMY
IT in education	IT system / IT learning	TCM/LKM	WPW/BOM

KLA				
English Language Education Panel	Head		Kong Suet Ha (KSH)	
	Deputy Head		Chan Yuk Yin (CYY)	
Chinese Language Education Panel	Head		So Suet Shan (SSS)	
	Deputy Head		Lee Yin Fong (LYF)	
Mathematics Education Panel	Head		Wong Wai Kit (ERI)	
	Deputy Head		Kwok Lai Yi (KLY)	
Liberal Studies Education Panel	Head		Chiang Bun (CB)	

	Deputy Head		Chow Kim Fung (CKF)
PSH Education Panel	Head		Lee Ka Ming (LKM)
	Subject Coordinator	Chinese History	Wong Chi Wing (WCW)
	Subject coordinator	IH	
	Subject Coordinator	Economic	Au Yu Yan (AYY)
	Subject Coordinator	Geography	Tsui Chui Mui (TCM)
	Subject Coordinator	LE/ME	Hung Ming Sum (HMS)
	Subject Coordinator	BK	Lee Ka Ming (LKM)
Science Education Panel	Head		Yau Lok Ting (YLT)
	Deputy Head		Wong Yee Man(WYM)
	Subject Coordinator	Biology	Wong Yee Man (WYM)
	Subject Coordinator	Chemistry	Ho Ming Fai (HMF)
	Subject Coordinator	Physics	Yau Lok Ting (YLT)
Technology Education Panel	Head		Liang Ying Yi (LYY)
	Subject Coordinator	BAFs	Liang Ying Yi (LYY)
	Subject Coordinator	IT / ICT	Liang Ying Yi (LYY)
	Subject Coordinator	Food and Nutrition	Luk Chung Yan (JOA)
Art and Physical Education Panel	Head		Chu Cheong Tat (CCT)
	Subject Coordinator	Music	Wang Yu Chu (WYC)
	Subject Coordinator	Physical Education	Leung Lai Chong (LLC)

Issued by: TCM, Academic VP
Date : 28-08-16
Revision: 0

ECF Saint Too Canaan College
2016-2017 Student Development Department
Annual Plan

1. Aims

- 1.1 Create a positive school culture based on the school mission statement and Canaan Covenant.
- 1.2 Nurture students' character focused on whole-person development.
- 1.3 Develop students' potential in preparation for their future lives.

2. SWOT analysis

2.1 Strengths

- 2.1.1 In this year, every SD head only takes one major head post . They can put more focus on their committee work . We can share the core values and same mission in this school. The cooperation and collaboration of SD committees can be enhanced through the S2 and S4 LIFE program in this year.

2.2 Weaknesses

- 2.2.1 About 10 new staffs joined in our school team. They need time to adapt our culture. Students need time to adjust their teaching methods.
- 2.2.2 Some SD heads are new in their position. They need some time to know the operation of the committee.

2.3 Opportunities

2.3.1 Our intake of form one is satisfactory. The sufficient new students of each form were enrolled to our school. The team spirit is strengthened and it can be a favorable factors for our department.

2.3.2 We have more additional resources for SEN students. A part-time social worker is recruited and she will station in school for three days.

2.4 Threats

2.4.1 There are still many new students in different forms. More concerns should be taken for their adjustment in our school life.

2.4.2 There are lots of political values will affect students . Teachers should be careful in establishing their positive value system.

3. Objectives

3.1 Help students to develop a mindset of successful career planning through different programs, workshops and personal guidance.

3.2 Nurture our students to grow in the qualities of a servant leader.

(Personal qualities : Focus : Self-efficacy- Self-confidence, Initiative)

3.2.1 Establish a talent pool with supportive resources to bolster talented students' development.

3.2.2 Encourage students to organize innovative activities.

3.2.3 Provide channels and platforms to involve school leaders to discuss school policies.

4. Strategies and implementation

Objective 1: Help students to develop a mindset of successful career planning through different programs, workshops and personal guidance.					
Strategy: Help students to develop a mindset of successful career planning through different programs, workshops and personal guidance.					
Strategies	Success criteria	Methods of Evaluation	Time scale	People/department in Charge	Resources
<p>1. Mass programs</p> <p>1.1 <u>Career Days (3 days)</u></p> <ul style="list-style-type: none"> ● Delivering message by information booth, school assembly, book exhibition and teachers sharing <p>1.2 <u>Programs for junior forms</u></p> <ul style="list-style-type: none"> ● LIFE program for S2 students to have self-understanding on their personalities and career pathways ● Help S3 students plan their future through different programs and make connection to NSS Course selections 	<p>80% of students agree that activities are inspired and meaningful.</p> <p>80% of S2 students agree that the program is useful.</p> <p>80% S3 students agreed that the supporting works are useful</p>	<p>Questionnaire</p> <p>Questionnaire</p> <p>Questionnaire</p>	<p>30/11-2/12/16</p> <p>Whole year</p> <p>Whole year</p>	<p>LCP</p> <p>AMH Rita WCH</p>	<p>2000</p> <p>3000</p>

Objective 1: Help students to develop a mindset of successful career planning through different programs, workshops and personal guidance.					
Strategy: Help students to develop a mindset of successful career planning through different programs, workshops and personal guidance.					
Strategies	Success criteria	Methods of Evaluation	Time scale	People/department in Charge	Resources
1.3 Programs for senior forms <ul style="list-style-type: none"> ● LIFE programs for S4 students to explore multiple pathways ● Organize Studies Expo to explore our students mapping their further studies and occupations 	Over 80% students felt satisfactory	Questionnaire	Whole year	NYF	6000
	Over 80% students and their parents agreed that Expo is useful	Questionnaire	7th Feb 2017	LKL	3000
2. Career Guidance Groups <ul style="list-style-type: none"> ● Organize career guidance group to enhance students' mindset of planning 	Over 80% students felt useful	Questionnaire	Whole year	CKF	

Objective 1: Help students to develop a mindset of successful career planning through different programs, workshops and personal guidance.					
Strategy: Help students to develop a mindset of successful career planning through different programs, workshops and personal guidance.					
Strategies	Success criteria	Methods of Evaluation	Time scale	People/department in Charge	Resources
3. Developmental programs -Workplace learning e.g Cooperate with MCEC, CNC and LS, students have an opportunity to understand the job of a lawyer in “Education of Justice” program	80% of students agreed that activities are inspired and meaningful.	Questionnaire	Whole year	Rita WCH	6000
4. Individual and group guidance -CGC teachers and social worker receive referral cases and provide career counseling to the students -Mentorship program -Training on individual counseling will be provided.	Over 80% students felt useful	Questionnaire	Whole year	LKL CKF RITA	4000
	Over 80% teachers agreed that training is useful	Questionnaire	Whole year		

Objective 2: Nurture our students to grow in the qualities of a servant leader. (Self-efficacy- Self-confidence, Initiative)					
Strategy 1: Students can learn the qualities through mass programs, developmental programs and award schemes					
Strategies	Success criteria	Methods of Evaluation	Time scale	People in Charge	Resources
<p>1. Mass Program</p> <p>1.1 School assembly</p> <p>-Role models: More students will take the leading role in assembly</p> <p>-Appreciation day ,</p> <p>-Value education,</p> <p>-Inclusive culture</p> <p>1.2 Morning assembly</p> <p>-Role models</p> <p>1.3 Christian service and Fellowship:</p> <p>- Servant leaders qualities and models</p>	<p>Rating is above 3.5 which demonstrates the assembly could help students to understand moral and civic value</p> <p>Leaders of each societies can have chance to hold the assembly</p> <p>60% of team members are willing to serve in assembly and gospel week. 60% of team members attend the regular meetings.</p>	<p>Teacher evaluation and Questionnaire</p> <p>Morning assembly duty roster</p> <p>Questionnaire</p>	<p>Whole year</p> <p>Whole year</p> <p>Whole year</p>	<p>YKW</p> <p>WYW</p> <p>WSY</p>	<p>7000</p>

Objective 2: Nurture our students to grow in the qualities of a servant leader. (Self-efficacy- Self-confidence, Initiative)					
Strategy 1: Students can learn the qualities through mass programs, developmental programs and award schemes					
Strategies	Success criteria	Methods of Evaluation	Time scale	People in Charge	Resources
2 Developmental programs					
2.1 S2 S4 L.I.F.E program (CNC, MCEC, SNC CGC)	Rating is above 3.5 to admit the programs or activities could help exploring their potentials.	Teacher evaluation and Questionnaire	Whole year	YKW &LCP	10000
2.2 Voluntary services -Service Scheme (S.1~ S.3) S.4-5: NSS OEA	Rating is above 3.5 indicating that the voluntary service is meaningful and feel delighted to help others.	Teacher evaluation and Questionnaire	Whole year	YKW	2400 1000
2.5 Parent education -parents' night -parents' workshop Topics: Inclusive culture Self-confident child	70% of participants satisfied with the workshop	Parents' Questionnaire	Whole year	CCM	3000 2200

Objective 2: Nurture our students to grow in the qualities of a servant leader. (1516 Humility, Courage, Self-efficacy- Self-confidence, Initiative)

Strategy1: Students can learn the qualities through mass programs, developmental programs and award schemes

Strategies	Success criteria	Methods of Evaluation	Time scale	People in Charge	Resources
<p>3.Award schemes</p> <ul style="list-style-type: none"> ● Inter-class board competition : S H A P E 陶造我生命 Class Moto competition 5’S practice competition ● Class discipline competition ● Punctuality award ● Star of Canaan <p>Oct/Nov Self-discipline Humility Jan/Feb Courage Altruism Mar/Apr Progress Leadership</p> <ul style="list-style-type: none"> ● House of the year ● School Activity award-Whole person development record ● Establish Talent pool system 	<p>All classes should decorate their board according to the criteria</p> <p>Rating is above 3.0</p> <p>Rating is above 3.5 and 90% students had joined the nomination and election</p> <p>Choose the highest marks Of the house IT system to show the record</p>	<p>Class visit and marking by MCEC and SNC members.</p> <p>Teachers’ reports</p> <p>Teacher evaluation</p> <p>House activities – Calculate the highest marks IT record</p>	<p>Sept</p> <p>Whole year</p> <p>Whole year</p> <p>Whole year</p>	<p>YKW WSY</p> <p>CSW YAN</p> <p>LLC</p>	<p>480</p> <p>3000</p>

Objective 2: Nurture our students to grow in the qualities of a servant leader. (1516 Humility, Courage, Self-efficacy- Self-confidence, Initiative)

Strategy2: Students can learn how to organize innovative activities through different student organizations.

Strategies	Success criteria	Methods of Evaluation	Time scale	People in Charge	Resources
<p>1. Everyone has at least one serving post (人人有工開)</p> <p>1.1 Class level</p> <p>1.2 School level</p> <p>-Central recruitment</p> <p>-Helpers in House</p>	Each student has serve one post at least	IT record	Sept	LLC (PDC)	6600
<p>2. Election of SU</p> <p>They can draft annual plan on their own and organize innovative activities for students</p>	A capable cabinet is elected by the students with over 50% of votes or get the highest number of votes from the election.	PDC record	Whole year		
<p>2. House system</p>	All Four Houses Committee members are elected by the students by the highest number of votes from the election.				
<p>3. Leadership training program</p>	70% Students agree the program can help them to perform a leader	Questionnaire	Oct		1500

5.Evaluation

Teachers, social workers of leadership training and students will be involved in the evaluation.
(Refer to 4 Strategies and implementation)

6.Year plan

Event	Timeline												Responsible Parties/ Teacher
	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	July 17	Aug 17	
Central Recruitment	1 st Term Whole school				2 nd Term								*WYW, LLC, TAs , SD heads
Election of Student Union, Houses	Enrolment & Election		School activities organized by 1617 Student Union & Houses								Recruitment of Leaders		WYW, PDC, TAs
Orientation programs	Individual Caring											O' Day	SD head, social workers and From teachers
Leadership Training	Recruitment S4 Camp		Leadership training sections in different parties In-service training										All SD committees L&T and SD
Inter-class Board Competition	✓	✓											YKW and MCEC team
Appreciation Day					✓								YKW
Fellowship Gospel week(Feb)*	✓	✓	✓	✓	✓	*	✓	✓	✓	✓			SNC team
Star of Canaan Election		✓	✓	✓	✓	✓	✓	✓	✓	✓			MCEC Teachers, students
Parents' Workshops		✓	✓			✓	✓	✓	✓				HSCC &PTA
S2&4 LIFE Programs		✓				✓	✓	✓	✓				CGC, MCEC, CNC,SNC
Career Education	*S6	Interview workshops Local and oversea exp 8/1 LE/ME lessons Course selection for JUPAS Career counseling groups					Other forms Career education LE/ME lessons Visit Universities Work-related experiences					CGC	
Post-exam Activities				Preparation – responsible teachers, Student Union and House leaders								PDC, TAs & Responsible teachers	

*S6—Mentorship program

7. Team members

**Student Development Department Head
Character Nurturing Committee**

Wong Yuk Wah (WYW)
Hung Ming Sum (HMS)
Yan Ka Chi (YKC)

**Moral and Civic Education Committee
Spiritual Nurturing Committee**

Yeung Kwok Wai (YKW)
Wong Shun Yiu (WSY)

Career Guidance Committee

Lau Chun Por (LCP)

Potential Development Committee

Leung Lai Cheong (LLC)

Health Education Committee

Tsang Kam Hoi (TKH)

Home-School Cooperation Committee

Chan Chun Ming (CCM)

Issued by: WYW, VP

Date: 3rd, Sept, 2016

Revision:0

School-based After-school Learning and Support Programmes 2016/17 s.y.

School-based Grant - Programme Plan

Name of School: ECF Saint Too Canaan College

Staff-in-charge: Ms. Tsui Chiu Mui Contact Tel. No.: 2372 0033

- I) The estimated number of students (count by heads) benefitted under this Programme is 6
 (including A. 15 CSSA recipients; B. 2 SFAS full-grant recipients and C. under school's discretionary quota).

II) Information on Activities to be subsidised/complemented by the Grant:

* Name / Type 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 eligible students			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
					A	B	C		
天文學工作坊	Provide basic training of stargazing, astrophotography, and enhance students' interests in astronomy	Perform well in practicum and camp	Practicum and camp	19/9/2016 – 31/5/2016		2		2,400	
日本花道學會	Enhance students' interests towards VA subjects and observation ability	Pass the Ikebana exam held by tutor, obtain 池坊入門 (Ikenobo Introductory certificate)	One exam held in the last lesson	10/2016 – 5/2017 (12 lessons)	1			1,500	

運動校隊(籃球、足球、排球、羽毛球、乒乓球、飛盤、游泳、田徑、閃避球等)	To enhance students' interests towards sports and to enhance students' skills in school team	80% attendance record	Skill test, attendance record, etc	9/2016 – 8/2017	2			800	
S1 – S2 After school tutorial (一個也不能少)	To provide more intensive tutorials to students in small groups to help them improving their academic performance	80% attendance record	Quiz, dictation	After RT & exam (Nov 2016, Mar & May 2017)	5-6			300	
S5 – S6 KLA After school tutorial	To provide more intensive tutorials to students in small groups to enhance their academic performance	80% attendance record	Quiz, dictation	Whole year	5-6			300	
Total no. of activities: <u>6</u>					@No. of man-times	15	2		
					**Total no. of man-times	17			

Note:

- * Types of activities are categorized as follows: tutorial service, learning skill training, languages training, visits, art /culture activities, sports, self-confidence development, volunteer service, adventure activities, leadership training, and communication skills training courses.
- # Eligible students: students in receipt of CSSA (A), SFAS full grant (B) and disadvantaged students identified by the school under the discretionary quota (not more than 25%) (C)
- @ Man-times: refers to the aggregate no. of benefitted students participating in each activity listed above.
- ** Total no. of man-times: the aggregate of man-times (A) + (B) + (C)

Three-year plan – Measures to broaden students’ choices of elective subjects and provision of gifted education programmes for the eighth cohort of NSS students (from the 2016/17 to 2018/19 school years)

The following programmes are adopted with the support of the EDB’s Diversity Learning Grant (DLG):

DLG funded Programme(s)	Strategies and benefits anticipated (e.g. in what way students’ diverse learning needs are catered for)	Name of programme(s) /course(s) and provider(s)	Duration of the programmes /courses	Target students	Estimated no. of students involved in each school year			Evaluation of student learning/ success indicators	Teacher-in-charge
					the 16/17 s.y.	the 17/18 s.y.	the 18/19 s.y.		
Other Programmes	<ul style="list-style-type: none"> - Students will gain an insight into their existing practice of learning from a 2-dimensional approach - width and depth - Students will be able to learn the step-by-step approach to Deep Learning. Through the "process of learning for transfer", students will become able to take what’s learned in one situation and apply it to another. - Students will learn the DEEP Learning Process: <ul style="list-style-type: none"> - Deal With - Decide Actions - Deposit 	S4-S5 Deep Learning Class (中四及中五批判思維訓練班)	2 lessons	Students with good exam/ revision test result	20	30	40	Performance in : <ul style="list-style-type: none"> - Assessment & activities - Discussion and students sharing - Reflective exercise - Quiz and challenge - Take-home assessment 	Edvenue Ltd.

Gifted Education Programme (KLA)	To tailor-make course to enhance the learning effectiveness of different DSE subjects	Tutorial for elites	8 lessons in 3 months	Students with good exam/revision test result	40	40	40	One assignment for each lesson	
Gifted Education Programme	To enhance students debating skills in both Chinese and English	Debate Skills Training (Chinese & English)	3 months	Students with potential in debating	20	20	20	Students will improve their skills in debate and public speaking	Tutor from other organization

**Annual Programme Proposal for
DLG - Other Programme : Gifted Education for the 2016/17 school year**

Domain	Programme	Objective(s)	Targets (No./level/selection)	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Learning & Teaching Department	S4-S5 Deep Learning Class (中四及中五批判思維訓練班)	<ul style="list-style-type: none"> - Students will gain an insight into their existing practice of learning from a 2-dimensional approach - width and depth - Students will be able to learn the step-by-step approach to Deep Learning. Through the "process of learning for transfer", students will become able to take what's learned in one situation and apply it to another. - Students will learn the DEEP Learning Process: <ul style="list-style-type: none"> - Deal With - Decide Actions - Deposit 	<ul style="list-style-type: none"> - 30 students - S4 – S5 students - Students with good exam/revision test result 	2 lessons (Dec 2016 & Jan 2017)	<ul style="list-style-type: none"> - Assessment - Games & activities - Discussion and students sharing - Reflective exercise - Quiz and challenge - Lecture & debrief - Take-home assessment 	TCM/WYM	\$20,000
Elite Students Enhancement Course	Tutorial for elites	To tailor-make course to enhance the learning effectiveness of different DSE subjects	Each subject can obtain 5*	8 lessons in 3 months	One assignment for each lesson	TCM as co-ordinator	\$22,000
Gifted Education Programme	Debate Skills Training (Chinese & English)	To enhance students debating skills in both Chinese and English	Students can improve their skills in debate and public speaking	3 months	Regular practice and competition	Chinese & English department	\$6,000