

**PLK Vicwood K.T. Chong Sixth Form College – Annual School Plan 2019-20**

**Major Concern 1: To enhance students’ academic performance**

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>People in Charge</b>	<b>Resources Required</b>
1.1. Substantial improvement in DSE results is achieved	1.1.1 To develop a school-based curriculum which caters for learners’ diverse needs, interests and abilities, and includes various student-centred learning activities to enrich or reinforce students’ learning inside or outside the classroom	<ul style="list-style-type: none"> <li>- The core subject panels devise different schemes of work for classes of different abilities</li> <li>- All subject panels include student-centred activities in their schemes of work</li> </ul>	Panel evaluation and minutes	Whole Year	All teachers	
	1.1.2 To revise the schemes of work and the teaching materials for the high ability group	<ul style="list-style-type: none"> <li>- An increase in the percentage of students obtaining level 4 or above</li> </ul>	Improvement in HKDSE results	Whole Year	All teachers	
	1.1.3 To prepare school-based study/revision booklets for S6 students	<ul style="list-style-type: none"> <li>- Each core subject panel has compiled at least one study/ revision booklet for S6 students</li> </ul>	Improvement in HKDSE results	Whole Year	The 4 core subject panel heads	

	<p>1.1.4 To evaluate the HKDSE results by individual subject panels and make action plans for the new school year</p>	<p>- Panels have carried out evaluation of the HKDSE results of their own subjects and implemented action plans for improvement</p>	<p>Improvement in HKDSE results</p>	<p>Whole Year</p>	<p>All subject panels</p>	
	<p>1.1.5 To adopt effective teaching strategies, which promote student learning</p>	<p>- The teaching strategies adopted can enhance learning effectiveness and students perform satisfactorily in assignments, tests and exams.</p>	<p>Panel evaluation  Test/Exam results analysis  Teaching evaluation by students</p>	<p>Whole Year</p>	<p>All teachers  AC  AC</p>	
	<p>1.1.6 To provide learning support after school for high-ability, average and less-abled students</p>	<p>70% of the students receiving the learning support after school find the lessons useful</p>	<p>Questionnaire survey</p>	<p>Whole Year</p>	<p>LSC</p>	<p>Hired tutors</p>
	<p>1.1.7 To implement assessment for learning  1.1.7.1 Teachers making use of the data from the HKDSE results, internal exams and uniform tests, The HKDSE Statistical Reports, students' HKDSE</p>	<p>Students' weaknesses and problems in learning are identified and action plans are made to address the problems</p>	<p>Panel evaluation</p>	<p>Whole Year</p>	<p>All teachers</p>	

	<p>answer scripts and daily informal assessments to identify gaps in student learning and make corresponding adjustments to improve teaching</p> <p>1.1.7.2 Students provided with clear learning targets and effective feedback from teachers to facilitate student understanding of where they are and move their own learning forward</p>	<p>70% of the students can move their own learning forward by knowing the learning targets clearly and getting effective feedback from teachers</p>	<p>Teaching evaluation by students</p>		<p>All teachers</p> <p>AC</p>	
	<p>1.1.8</p> <p>To invite alumni to share the strategies for preparing for the HKDSE exam</p>	<p>70% of the students find the alumni's sharing useful</p>	<p>Questionnaire survey</p>	<p>Once in the school year</p>	<p>LSC</p>	
	<p>1.19</p> <p>Each subject panel identifies a group of students who have the potential to get level 5 or above and provide extra learning support</p>	<p>More students obtained level 5 or above in each subject than the previous year</p>	<p>HKDSE results</p>	<p>Whole year</p>	<p>All subject panels</p>	

<p>1.2 Students are empowered to become motivated to engage in self-directed learning</p>	<p>1.2.1 To incorporate self-learning elements into the teaching curriculum eg using project-based learning and e-learning</p>	<p>All students are involved in some kind of self-learning activities</p>	<p>Questionnaire Survey</p>	<p>Whole year</p>	<p>Subject Panels &amp; AC</p>	
	<p>1.2.2 To encourage students to participate in competitions, activities or self-directed learning programs organized by external organisations</p>	<p>Each subject panel will involve some of their students in competitions, activities or self-directed learning programs organized by external organisations</p>	<p>Panel report</p>	<p>Whole year</p>	<p>All subject panels</p>	
	<p>1.2.3. To award prizes to the best self-directed learners of different subjects</p>	<p>Subject panels manage to encourage students to actively participate in self-directed learning</p>	<p>Panel nominations + justifications</p>	<p>Whole year</p>	<p>Subject Panels</p>	
<p>1.3 An environment facilitating the learning of different subjects, including English, Chinese, LS and science is established</p>	<p>1.3.1 To set up the English Environment Enhancement Team (EEET) headed by the school NET to organize a series of activities promoting the use of English at the campus</p>	<p>Each subject panel will collaborate with the EEET and organize at least one activity in the school year</p> <p>The EEET will organize at least one whole school English activity in the school year</p>	<p>Panel report</p> <p>Questionnaires</p>	<p>Whole year</p>	<p>The NET The EEET Subject Panels</p> <p>The EEET</p>	

	1.3.2 To provide a platform on the KTC Broadcast Network for students to practice their Chinese and English speaking and writing skills as well as fostering their social awareness and knowledge about the world through productions on current issues and special topics, school news reports, short film making, interviews with alumni and celebrities and sharing of book reviews	More than 50% of the students access the websites regularly and more than 30 students participate in programme productions.	Click through rate  Student participation rate	Whole Year	KTCBN Tutor  Subject Panels	
	1.3.3 To broadcast daily TV news in the canteen during lunch time	More than 30 students watch the daily TV news in the canteen during lunch time each school day	Keeping a record of the number of students every day	Whole year	KTCBCN Tutor	
	1.3.4 To organize cross-curricular activities	Each subject panel organizes at least one cross-curricular activity	Panel Report	Whole year	Subject Panels and Committees	
	1.3.5 To organize a series of activities and competitions to increase students' knowledge of how to apply some scientific theories in daily life	At least one whole school STEAM activity is organized in each term	Panel Reports	Whole year	The STEAM Education Committee  Interested Science Panels	

1.4 The reading culture is promoted	1.4.1 The school library will organize a series of reading activities involving students in e-reading and extensive reading	More than 60% of the students read more	Questionnaire survey + Evaluation report	Whole year	The teacher librarian	
			The participation rate in reading activities			RPC
	1.42 To implement the Early Bird Reading Scheme by AC		Evaluation Report		The departments concerned	
	1.43 The Chinese Department, English Department and the LS Department optimize their reading schemes		Evaluation reports by the departments concerned			

**Major Concern 2: To transform the school into a professional learning community**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in Charge	Resources Required
2.1 The collaborative culture among staff is promoted	2.1.1 To encourage panel members to attend relevant courses, workshops and seminars and do professional sharing in panel meetings	Professional sharing is carried out in every panel meeting.	Minutes	Whole year	Panel Heads	

	<p>2.1.2 To improve classroom teaching through collaboration among teachers</p>	<ul style="list-style-type: none"> <li>- Panel heads provide help for young and less experienced colleagues eg arranging lessons of more experienced teachers for new members' observation and encouraging the sharing of teaching strategies between panel members</li> <li>- All teachers observe at least one lesson of their colleagues in the panel or other panels and debriefing carried out afterward</li> <li>- Effective teaching strategies are adopted</li> </ul>	<ul style="list-style-type: none"> <li>-The submission of the panel evaluation form to NY Y</li> <li>-Lesson observation records</li> <li>- Debriefing session records</li> <li>- Reports in minutes of departmental or panel meetings</li> </ul>	<p>Whole year</p>	<p>AC and Subject panels</p>	
	<p>2.13 To prepare effective lesson plans and uniform teaching/ assessment materials (eg for self-directed learning) through collaboration</p>	<ul style="list-style-type: none"> <li>- At least one collaborative lesson plan is produced in the school year</li> <li>- A whole set of teaching materials is prepared</li> </ul>	<p>The submission of collaborative lesson plans to NY Y</p> <p>The division of work in preparing teaching materials submitted to NY Y</p>	<p>Whole Year</p>	<p>NY Y  Subject Panels</p>	

**Major Concern 3: To develop potential self and foster positive values of students**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in Charge	Resources Required
3.1 Opportunities are created to nurture students' positive attitudes and potential through different learning activities and events.	3.1.1 <ul style="list-style-type: none"> <li>➤ Provide a diverse and challenging range of experience for students.</li> <li>➤ Arrange activities in school and outside school to create opportunities for students to exploit their potentials in different areas.</li> </ul>	70% subject panels and ECA clubs provided at least two relevant activities / competitions to students	Record of activities / minutes	Whole year	Subject Panels ECA	
	3.1.2 <ul style="list-style-type: none"> <li>➤ Arrange programmes / activities for developing positive attitudes of students.</li> </ul>	At least 2 activities provided by committees concerned and 70% participants with positive evaluation of the programmes / activities	Record of activities / minutes / Feedback from participants	Whole year	GC/MCE DC LSC	



Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in Charge	Resources Required
<p>3.2 Students are helped to realize their attributes, aptitudes and aspirations relevant to their life planning.</p>	<ul style="list-style-type: none"> <li>➤ A multiple intervention strategy is adopted to support target student groups in CLP activities.</li> <li>➤ Conduct the new CLP workshop series.</li> <li>➤ Introduce and instill selected core values in the workplace with an integrated approach.</li> </ul>	<p>70% of participants / facilitators find the events useful / objectives achieved</p>	<p>Feedback from participants / facilitators</p>	<p>Whole year</p>	<p>CLPC</p>	
<p>3.3 Students gained the essential skills, knowledge and capabilities by fostering community engagement.</p>	<ul style="list-style-type: none"> <li>➤ Organize more community services for students to develop skills and knowledge.</li> <li>➤ Build up effective communication between schools, parents, students and the community by organizing more related activities for the interest of students.</li> </ul>	<p>All the related committees have arranged at least one activity to achieve the objectives</p>	<p>Record of the activities / minutes</p>	<p>Whole year</p>	<p>GC/MCE ECA CLPC PTA</p>	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in Charge	Resources Required
3.4 Caring culture on campus and supportive school environment are maintained for students to develop healthy living habits, positive outlook on life and value	<ul style="list-style-type: none"> <li>➤ Implement the whole school approach to wellbeing (the positive role model) to create a positive teaching and learning environment.</li> <li>➤ Provide coaching sessions for students to enhance supportive peer relationships.</li> </ul>	All the related committees have arranged at least one activity to achieve the objectives	Record of the activities / minutes	Whole year	GC/MCE	