

WONG SHIU CHI SECONDARY SCHOOL

ANNUAL PLAN 2019/2020

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Annual Plan 2018/2019

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Plan on use of Capacity Enhancement Grant in 2019/2020 School Year

Name of School: Wong Shiu Chi Secondary School

Means by which teachers have been consulted: Opinion survey followed by staff meeting

No. of operating classes: 24

Task area	Major area(s)	Strategies/Tasks	Benefits anticipated	Time scale	Resources required	Success criteria	Methods of evaluation	People responsible
Liberal Studies Teaching	S.4 and S.6 LS classes	To employ a qualified contract teacher (GM, Point 17) who will take up 4 classes of LS and perform the same duties as required of a regular teacher	The class sizes at the respective forms are reduced and greater attention can be given to students.	2019/2020 School Year	GM Salary of contract teacher for 12 months, including MPF \$445,480	LS teachers show improvement in their teaching effectiveness	Questionnaire and interviews	Liberal Studies Panel
Enhancement of English Language Teaching	All the supportive administrative work of the English Language Department	To employ one teaching assistant who will provide general supports to the English Panel by taking up routine non-teaching duties, and after-school remedial class.	English teacher can spare more time on teaching by releasing their administrative duties	2019/2020 School Year	Salary of contract teaching assistant for 12 months, including MPF [(\$15,000 x 1.05) x 12 = \$189,000]	English teachers show improvement in their teaching effectiveness	Questionnaire and interviews	English Panel

Funding	Income	Expenditure	Surplus / (Deficit)
Capacity Enhancement Grant	\$634,017		
GM (Point 17) in English		\$445,480	
Teaching Assistant for English Panel		\$189,000	(\$463)

School-based After-school Learning and Support Programmes 2019/20 school Year Programme Plan

Name of School : Wong Shiu Chi Secondary School

Staff-in-charge : Ms. Choi Wai Yin Contact Telephone No. : 2656 1270

A. The estimated number of students (count by heads) benefitted under this programme is 132 (including A. 35 CSSA recipients, B. 123 SFAS full-grant recipients and C. 15 under school's discretionary quota).

B. Information on Activities to be subsidised / complemented by the Grant.

Name	Objective	Success Criteria	Method(s) of evaluation	Period/Date	Estimated no. of target students benefitted			Estimated expenditure (\$)	Name of partner/service provider
					A	B	C		
Pre-S1 English Bridging Class	To enhance students' English abilities for their transition to an English learning environment	<ul style="list-style-type: none"> - Attendance - Improvement in their reading, speaking and comprehensive ability 	<ul style="list-style-type: none"> - Attendance record - Reports prepared by tutors 	22.7.2019 – 2.8.2018	3	20		6,900	Headstart Group Limited
Musical Instrument Training Classes	To develop students' skills in musical instruments and their ability in musical appreciation	Regular attendance and mastery of the performing skills of the musical instrument	Attendance record and comments from the tutors	Year round	5	15		30,000	Sunstar Creation / Vincent Music

Field Trip and Training Camp for difference subject	Transport fee	- Attendance	- Attendance record	Year round	5	20		10,000	-
Music & Speech Festival Competitions	To develop students' skills in musical and speech	Competitions can enrich their experience	Competition results	Nov 2019 – April 2020		1		120	-
English / Chinese Enhancement Activities	To extend students' exposure to authentic English / Chinese	Improvement in the standard of English / Chinese	Attendance and their performance in the activities	Year round		4		500	-
Japanese Class	To enhance students' Japanese abilities	- Attendance	- Attendance record - Reports prepared by tutors -	Year round		1		1,000	-
Exchange tour	To widen the students' scope of life exposure	- Attendance	Comments from teacher	March to April 2020	6	20		26,000	-

Leadership Training e.g. Outward bound, AYP, Head Prefects, Red Cross Training ... etc	To instill the virtues of leaders among students	Students showing improvement in collaboration, communicative and self-management	Attendance record and comments from the tutors	Year round	6	18		12,000	-
Sports training, e.g. soft ball, badminton, table tennisetc	To develop the spirit of collaboration, self management, and skills in sports	Active participation in the respective sports events	Attendance record and comments from the tutors	Year round		4		5,000	-
Miscellaneous activities for developing student self esteem, skills development and enrichment of learning experiences	To widen the students' scope of life exposure	Regular attendance and having development in self esteem and skills	Comments from instructors and interviews	Year round	10	20	15	3,480	Miscellaneous agents
Total no. of activities <u>10</u>					35	123	15	95,000	

Budget Summaries 2019/2020

EOEBG (Baseline)	Income /\$	Expenditure /\$
General Administrative Expenditure	2,060,000.00	556,300.00
Light & Power		390,000.00
Integrated Science		37,000.00
Visual Art		25,000.00
Home Economics		43,000.00
Design & Technology		36,000.00
Biology		28,000.00
Physics		20,000.00
Chemistry		30,000.00
Geography		10,200.00
Chinese Language		8,100.00
English Language		18,000.00
Career and Further Studies		16,750.00
Lift Maintenance Grant		55,000.00
Composite Furniture & Equipment		700,000.00
Teacher Recruitment		1,140,000.00
Deficit transferred to EOEBG		656,862.00
	<u>2,060,000.00</u>	<u>3,770,212.00</u>

Life-wide Learning Grant

Extra-Curricular Activities	1,160,000.00	110,000.00
Integrated Science (Tutor)		18,000.00
Design & Technology		40,000.00
Chemistry (Tutor)		30,000.00
Chinese Language		22,000.00
Computer Studies		40,600.00
English Language		135,000.00
Value Education (S2 Leader-in-Me programme)		122,480.00
Mathematics		12,000.00
Music		40,000.00
Physical Education		37,000.00
Life Education		50,000.00
Other Learning Experiences		15,000.00
Religious Activities		9,000.00
STEM		50,000.00
Overseas exchange tour		70,000.00
Open Day		155,400.00
Musical		500,000.00
	<u>1,160,000.00</u>	<u>1,456,480.00</u>

EOEBG (Specific)

Administration Grant	4,016,136.00	3,850,000.00
Composite Information & Technology	420,652.00	400,000.00
Air-Conditioning Grant	571,311.00	450,000.00
Capacity Enhancement Grant (Note 1)	634,017.00	634,480.00
SBM Top-up Grants	50,000.00	0.00
	<u>5,692,116.00</u>	<u>5,334,480.00</u>

Other Grants Account

	Income & Reserves /\$	Expenditure /\$
Teacher Relief Grant (\$903900+\$210000) (Note 2)	1,113,900.00	1,170,000.00
School Executive Officer Grant (Note 3)	551,358.00	695,440.00
Home-school Co-operation Activities Grant	14,000.00	14,000.00
School-based After School Learning	97,800.00	95,000.00
Student Activities Support Grant	85,150.00	85,150.00
Learning Support & Professional Support Grant (SEN) (Note 4)	600,000.00	600,000.00
Diversity Learning Grant - Others Languages (Japanese) (Note 5)	117,000.00	277,200.00
Diversity Learning Grant - Others Programme	84,000.00	84,000.00
Diversity Learning Grant - NSS Applied Learning Courses (ApL)	44,400.00	44,400.00
Moral & National Education Support Grant	27,607.00	0.00
Extra Recurrent Grant Under ITE4	66,740.00	53,344.00
Sister School Scheme (\$150,000+\$48,274)	198,274.00	50,000.00
IT Staffing Support Grant (Note 6) (102431+317338)(Note 6)	419,769.00	326,000.00
Promotion of Chinese Hist. and Culture	65,670.30	65,670.30
Promotion of Reading (\$61,980+\$19,980)	81,960.00	79,660.00
	<u>3,000,229.00</u>	<u>3,168,534.00</u>

Notes

- To cover the salaries for 1 TA (\$189,000), 1 LS GM (\$445,480).
- To cover the salaries for 2 TAs (\$332,500), 1 Maths GM (\$802,090) and supply teachers, the deficit (\$56,100) is covered by EOEBG.
- To cover the salaries for 1 AT (\$176,400), 1 EO (\$537,040), the deficit (\$144,082.00) is covered by EOEBG.
- To cover the salaries for 1 TA (\$176,400), and SEN Courses.
- The deficit (\$160,600) is covered by EOEBG.
- To cover the salaries of 1 IT Staff (\$325,670).

Plan on the Use of the Promotion of Reading Grant 2019-2020

The major objectives for Promotion of Reading : To nurture students' reading habit and to build the school's reading culture

	Item	Estimate Expenses
1.	<u>Purchase of Books</u>	
	Chinese Language Extensive Reading Scheme Printed books	\$12,900
	E-learning for Chinese Reading	\$10,000
	English Language Extensive Reading Scheme Printed books	\$5,960
	Library books	\$45,800
	Discipline Committee Printed books	\$1,000
	Guidance Committee Printed books	\$1,000
	Life Education Committee Printed books	\$1,000
2.	<u>Reading Activities</u>	
	Chinese Language Extensive Reading Scheme Hiring of writers	\$2,000
	Total	\$79,660

**Wong Shiu Chi Secondary
Life-wide Learning Grant
Plan on the Use of the Grant
2019-2020 Sechool Year**

Declaration: We understand clearly the principles on the use of the Life-wide Learning Grant and, after consulting teachers on the allocation of the resources, plan to deploy the Grant for promoting the following items.

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
Category 1	To organise / participate in life-wide learning activities										
1.1	To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness (e.g. field trips, arts appreciation, visits to enterprises, thematic learning day)										
Chinese Language	Chinese Debating Class	To promote and nurture students' logical and critical thinking skills and presentation skills.	9/19-5/20	S.4-S5	Competition results and coaches' comments	22,000	*				*
English Language	English Enrichment Activities	To enhance students' English proficiency.	Year round	S.3-S.5	Tutors' comments	135,000	*				
Mathematics	Mathematics Olympiad Class	To enhance students' concepts and skills in tackling higher level Mathematics.	9/19-12/20	S.1	Tutors' comments and competitions results	12,000	*				
Integrated Science	STEM Education	To widen the students' horizon on STEM theoretically and practically.	Year round	S.1	Tutors' comments and competitions results	18,000	*				
Chemistry	STEM Education	To widen the students' horizon on STEM theoretically and practically.	Year round	S.5	Tutors' comments and competitions results	30,000	*				

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Music	Musical Instrument and Cappella Training	To nurture students' interests and skills on music.	Year round	S.1-S.5	Attendance records and tutors' comments	40,000			*		
1.2	To organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential and nurturing in students positive values and attitudes (e.g. activities on multiple intelligences; physical, aesthetic and cultural activities; leadership training; service learning; clubs and societies; school team training; uniformed groups; military camps)										
ECA	Activities on Multiple Intelligences	To widen the students' horizon on life exposure in different areas to attain all-round development.	Year round	S.1-S.6	Attendance records, teachers' and students' questionnaires	110,000			*	*	*
Physical	Physical Activities	To develop the spirit of collaboration, self-management, and different sports skills.	Year round	S.1-S.6	Attendance records and tutors' comments	37,000			*		
OLE	Other Learning Experiences Activities	To widen the students' horizon on life exposure in different areas.	Year round	S.1-S.6	Attendance records and teachers' comments	15,000		*		*	
Religious	Religious Activities	To strengthen students' self-esteem and confident and nurture positivity towards life.	Year round	S.1-S.6	Attendance records and students' questionnaires	9,000		*			
Life Education	Leadership Training	To strengthen students' self-esteem and confident and nurture positivity towards life.	Year round	S.2-S.3	Teachers' comments	50,000		*		*	
Value Education	Leader-in-Me Programme	To nurture students' seven habits of highly effective people.	Year round	S.2	Teachers' comments and students' questionnaires	122,480		*			

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Aesthetic	Musical	To develop students' strengths on music, dancing and acting. To nurture students' persistence to strive for the best and collaborate with others.	Year round	S.1-S.4	Comments from teachers and coaches; students' questionnaires	500,000			*	*	
1.3	To organise or participate in non-local exchange activities or competitions to broaden students' horizons										
Overseas Exchange Tour	Scotland and Japan Exchange Tour	To widen the students' horizon of life exposure in different cultures.	11/2019	S.4	Teachers' and students' questionnaire	70,000			*	*	
1.4	Others										
Other	Open Days	To develop a sense of belonging towards the school through cooperation and collaboration. To nurture students' innovation and problem-solving skills through designing and operating special tasks concerning different academic and non-academic areas.	11/2019	S.1-S.6	Teachers' and students' questionnaire	155,400	*	*	*	*	
Estimated Expenses for Category 1						1,325,880					

Domain	Item	Purpose	Estimated Expenses (\$)
Category 2	To procure equipment, consumables and learning resources for promoting life-wide learning		
STEM	Materials for Design & Technology	STEM education	40,000
STEM	Materials for Computer Studies	Robot training	40,600
STEM	Aquaponic system and Coral Aquarium Education	To widen the students' scope of natural	50,000
			Estimated Expenses for Category 2
			130,600
			Estimated Expenses for Categories 1 & 2
			1,456,480

Estimated Number of Student Beneficiaries

Total number of students in the school:	714
Estimated number of student beneficiaries:	714
Percentage of students benefitting from the Grant (%):	100%