

WONG SHIU CHI SECONDARY SCHOOL

ANNUAL PLAN 2025/2026

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Plan on the Use of Capacity Enhancement Grant in 2025/2026 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
Biology and Integrated Science Teaching	- Teaching Biology and Integrated Science classes	To employ a contract teacher (GM, Point 16) who will take up 2 classes of Biology and 2 class of Integrated Science, perform the same duties as a regular teacher	The teaching and non-teaching load of the existing Biology & Integrated Science teachers can be released to certain extent.	2025/2026 School Year	GM Salary of contract teacher for 12 months, including MPF \$454,410	- Good scores in the school-based Teaching Performance Survey - Good scores in the appraisal exercise	Performance assessed by Biology and Integrated Science Department Chair School-based Teaching Performance Survey	- Biology and Integrated Science Department Chair
Enhancement of Citizenship & Social Development Teaching	All the supportive administrative work of the Experiential Learning Committee and Citizenship & Social Development Department	To employ one teaching assistant who will provide general supports to the CSD Panel by taking up routine non-teaching duties, and after-school remedial class.	CSD teachers can spare more time on quality teaching by releasing their administrative duties	2025/2026 School Year	Salary of contract teaching assistant for 12 months, including MPF \$201,600	- CSD teachers show improvement in their teaching effectiveness	Appraisal by CSD Department Chair	CSD Department Chair

Funding	Income	Expenditure	Surplus / (Deficit)	
Capacity Enhancement Grant	\$676,944			
GM (Point 15) in Biology and Integrated Science		\$460,200		
Teaching Assistant for Mathematics		\$201,600	15,144	

School-based After-school Learning and Support Programmes 2025/26 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 192 (including A. 35 CSSA recipients, B. 138 SFAS full-grant recipients and C. 19 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 Classes (25-26)	To enhance students' English abilities for their transition to an English learning environment	- Attendance - Improvement in their English reading, writing, listening and speaking ability	- Attendance record - Evaluation reports from the tutors	28-7.2026 – 8.8.2026		12		3,500	
Chinese 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 evaluation reports from the tutors	Year round	2	5		10,000	Vincent Music

Orchestral 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 evaluation reports from the tutors	Year round	2	5		10,000	Mega Will
Guitar Classes	To develop students' skills in musical instruments and their ability in musical appreciation	Regular attendance and mastery of the performing skills of the guitar	Attendance record and evaluation reports from the tutors	Year round		5		10,000	
Field Trip and Training Camp for different subjects	Transport fee	- Attendance - Field trip assessment reports completed	- Attendance record - Field trip assessment reports	Year round	5	20		5,000	-
Music & Speech Festival Competitions	To develop students' skills in music and speech	Students have their experience enriched	Competition results	Nov 2023 – April 2024		8	2	2,500	-

English / Chinese Enhancement Activities	To extend students' exposure to authentic English / Chinese	Improvement in the English / Chinese proficiency	Attendance record and students' performance in tests and examinations	Year round		5		5,000	-
Leadership Training for student leaders e.g. Outward bound, AYP, Prefects, Red Cross ... etc	To instill the virtues of leaders among students	Students showing improvement in collaboration, communicative and self-management skills	Attendance record and evaluation reports from the tutors and advisory teachers	Year round	6	18		5,000	-
Sports training, e.g. soft ball, badminton, table tennisetc	To develop the spirit of collaboration, self management, and various sports skills	Active participation and good performance in the respective sports events	Attendance record and the evaluation reports from the tutors / coaches	Year round	10	40		85,000	-
Miscellaneous activities for developing student self esteem, skills development and enrichment	To widen the students' scope of life exposure	Regular attendance and have enhancement in self esteem and generic skills	Evaluation reports from instructors / coaches	Year round	10	20	13	1,000	Miscellaneous agents

of learning experiences									
Total no. of activities <u>10</u>					35	138	19	137,000	

Budget Summaries 2025/2026

EOEBG (Baseline)	Income & Reserves /\$	Expenditure /\$
General Administrative Expenditure (\$1,897,152+2,000,000+40,000)	3,927,152.00	673,850.00
Light & Power		455,000.00
Integrated Science		33,000.00
Visual Art		16,000.00
Home Economics		34,700.00
Design & Technology		32,400.00
Biology		27,400.00
Physics		18,000.00
Chemistry		27,000.00
Chinese Language		6,000.00
English Language		15,000.00
Staff development and training		40,500.00
Career and Further Studies		10,000.00
Lift Maintenance Grant		80,000.00
Composite Furniture & Equipment		300,000.00
Deficit transferred to EOEBG		435,373.00
	<u>3,927,152.00</u>	<u>2,204,223.00</u>

Life-wide Learning & Sister School Grant	Income & Reserves /\$	Expenditure /\$
Life-wide Learning Grant (\$1,108,500+165,000+344,000)	1,617,500.00	
Extra-Curricular Activities		110,000.00
Career		13,000.00
Discipline		29,000.00
Guidance		500.00
Design & Technology		4,000.00
Visual Art		6,840.00
Chinese Language		74,000.00
Computer Studies		2,000.00
English Language		85,000.00
Value Education (S2 Leader-in-Me programme)		25,260.00
Music		60,000.00
Physical Education (included coach)		450,000.00
Life Education		38,000.00
Experiential Learning		20,000.00
Religious Activities		12,900.00
STEM		140,000.00
Study Tour (UK, Japan, Rwanda)		200,000.00
	<u>1,617,500.00</u>	<u>1,270,500.00</u>

EOEBG (Specific)	Income & Reserves /\$	Expenditure /\$
Administration Grant	3,859,164.00	4,354,205.00
Composite Information & Technology (Note 1)	468,347.00	468,347.00
Air-Conditioning Grant	556,134.00	480,000.00
Capacity Enhancement Grant (Note 2)	609,252.00	609,252.00
SBM Top-up Grants	48,047.00	38,000.00
School-based Speech Therapy Admin. Recur. Grant	7,687.00	1,500.00
	<u>5,548,631.00</u>	<u>5,951,304.00</u>

Budget Summaries 2025/2026

Other Grants Account	Income & Reserves /\$	Expenditure /\$
Teacher Relief Grant (\$1,800,000+245,000+1,000,000) (Note 3)	3,045,000.00	1,780,000.00
School Executive Officer Grant (590,000+50,000) (Note 4)	640,000.00	582,120.00
Home-school Co-operation Activities Grant	33,000.00	32,000.00
School-based After School Learning (\$148,800+\$5,000)	153,800.00	150,000.00
Student Activities Support Grant	125,450.00	125,450.00
Learning Support Grant (SEN) (\$283,477+\$38,819) (Note 5)	322,563.00	261,600.00
Diversity Learning Grant - Others Languages (Japanese) (Note 6)	120,300.00	153,000.00
Diversity Learning Grant - Others Programme (\$84,000+\$30,000)	114,000.00	95,000.00
Diversity Learning Grant - NSS Applied Learning Courses (ApL)	189,150.00	189,150.00
Sister School Scheme	157,486.00	157,486.00
IT Staffing Support Grant (\$340,000+\$50,000) (Note 7)	390,000.00	355,635.00
Promotion of Reading (\$66,176+19,000)	85,176.00	75,000.00
Parent Education	151,000.00	71,000.00
Chi Culture Immersion Activities	79,700.00	40,000.00
Sport Ambience & MVPA60	87,000.00	87,000.00
Pilot Scheme on other language	250,000.00	132,000.00
Prom. Self-directed lang. learning English	200,000.00	100,000.00
Prom. Self-directed lang. learning Putonghua	168,000.00	40,000.00
	<u>6,311,625.00</u>	<u>4,286,441.00</u>

Notes

1. To cover the salaries for 1 TSS (\$279,027).
2. To cover the salaries for 1 TA (\$201,600), 1 GM (\$460,200).
3. To cover the salaries for 1 GM (\$438,960), 2 AT (\$579,600), 2 TA (\$415,800), 1 CA (\$211,129) and supply teachers.
4. To cover the salaries for an EO (\$582,120).
5. To cover the salaries for 1 TA (\$201,600) and various SEN courses.
6. The deficit (\$32,700) is covered by EOEBG.
7. To cover the salaries of 1 IT Staff (\$355,635).

Plan on the Use of the Promotion of Reading Grant 2025-2026

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>	
	Library books	\$21,200
	Kindle paper white	\$24,000
	Chinese ERS	\$6,500
2.	<u>Reading Activities</u>	
	Chinese Reading Weeks	\$13,400.00
	Chinese Reading Weeks - Logistic	\$3,500.00
	Chinese ERS - Book Coupons	\$5,000.00
	Total	\$73,600.00

Schools are required to upload this Plan on the Use of the Life-wide Learning and Sister School Grant endorsed by their SMCs / IMCs to the school website for the sake of enhancing transparency and in accordance with the established practices.

Our school will use this Grant in compliance with relevant requirements as stipulated in circulars, guidelines and other documents issued by the EDB. Our school understands that in case of inappropriate use of the Grant, our school should make good relevant expenses by deploying other suitable resources.

^ List of Category of the Activity and Evaluation Method for reference (Schools can select one or more suitable option(s) from the pull-down list): 【School may click on the "—" on the left to hide this part】

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Category of the Activity:	A1 Values Education		A2 Intellectual Development		A3 Community Service		A4 Physical and Aesthetic Development		A5 Career-related Experiences		A6 Patriotic Education			
	A7 Digital Education, Artificial Intelligence and STEAM Education				A8 Student Mental Health		A9 Others (Please specify in column L)							
Evaluation Method:	B1 Questionnaire		B2 School Meeting and Discussion		B3 Professional Sharing in School		B4 Interview		B5 Observation		B6 Written report and record		B7 Others (Please specify in column N)	

Category 1: Details of Activities

No.	Name and Description of the Activity	Proposed Date	Objective(s) of the Activity	Target & Estimated Number of Participants (Fill in the estimated number of participants of each type; please indicate "0" if a particular type is not involved)				Estimated Expenses (\$)	Name(s) of Mainland sister school(s) (If sister school exchange activity is involved)	Category of the Activity^		Evaluation Method^	
				Students (Please specify levels and number)	Teachers	School Management	Others (Please specify target and number)			(Select one or more suitable option(s) from the pull-down list)	(If "A9 Others" is chosen, please provide details in this column)	(Select one or more suitable option(s) from the pull-down list)	(If "B7 Others" is chosen, please provide details in this column)
1.1	Local Activities (including online exchanges)												
1	Chinese Debating Class & Enrichment Activities	Sept 2025 -Jul 2026	To enhance students' critical thinking, public speaking, and argumentation skills in Chinese.	S.2-S.5, 50	0	0	0	\$74,000.00		A2 Intellectual Development A3 Community Service		B3 Professional Sharing in School	
2	English Debating Class & Enrichment Activities	Sept 2025 -Jul 2026	To develop students' ability to express ideas, debate, and think critically in English.	S.1-S.6, 739	0	0	0	\$85,000.00		A2 Intellectual Development A3 Community Service		B3 Professional Sharing in School	
3	Musical Instrument Training	Sept 2025 -Jul 2026	To nurture musical talents and foster an appreciation for music through hands-on instrument training.	S.1-S.5, 629	0	0	0	\$60,000.00		A4 Physical and Aesthetic Development		B1 Questionnaire	
4	Career-related Activites	Nov 2025 - Mar 2026	To guide students in exploring career pathways and developing skills for future professional success.	S.4 - S.6, 348	0	0	0	\$13,000.00		A5 Career-related Experiences		B4 Interview	
5	STEM Project and Activites	Sept 2025 -Jul 2026	To inspire innovation and problem-solving skills through hands-on science, technology, engineering, and mathematics projects.	S.1-S.5, 629	0	0	0	\$166,000.00		A2 Intellectual Development A7 Digital Education, Artificial Intelligence and STEAM Education		B1 Questionnaire	
6	Activities on Multiple Intelligences	Sept 2025 -Jul 2026	To develop students' values education and mental health.	S.1-S.6, 739	0	0	0	\$110,000.00		A8 Student Mental Health A2 Intellectual Development A1 Values Education A4 Physical and Aesthetic Development A3 Community Service		B5 Observation	
7	Physical Education Activities	Sept 2025 -Aug 2026	To promote physical fitness, teamwork, and a healthy lifestyle through diverse sports and exercises.	S.1-S.6, 739	0	0	0	\$450,000.00		A4 Physical and Aesthetic Development A1 Values Education		B6 Written report and record	
8	Learning Experiences Activities	Sept 2025 -Jul 2026	To broaden students' horizons through experiential learning and practical engagement.	S.1-S.5, 629	0	0	0	\$20,000.00		A2 Intellectual Development A6 Patriotic Education		B5 Observation	
9	Religious Activities	Nov 2025 - April 2026	To cultivate moral and spiritual growth through religious teachings and practices.	S.1-S.5, 629	0	0	0	\$12,900.00		A1 Values Education		B1 Questionnaire	
10	Life Education : Leadership Training	Oct 2025 - Jun 2026	To empower students with leadership skills and foster a sense of responsibility and integrity.	S.2-S.3, 262	0	0	0	\$38,000.00		A1 Values Education A6 Patriotic Education		B1 Questionnaire	

No.	Name and Description of the Activity	Proposed Date	Objective(s) of the Activity	Target & Estimated Number of Participants (Fill in the estimated number of participants of each type; please indicate "0" if a particular type is not involved)				Estimated Expenses (\$)	Name(s) of Mainland sister school(s) (If sister school exchange activity is involved)	Category of the Activity^		Evaluation Method^	
				Students (Please specify levels and number)	Teachers	School Management	Others (Please specify target and number)			(Select one or more suitable option(s) from the pull-down list)	(If "A9 Others" is chosen, please provide details in this column)	(Select one or more suitable option(s) from the pull-down list)	(If "B7 Others" is chosen, please provide details in this column)
11	Leader-in-Me Programme	Sept 2025 -Jul 2026	To instill leadership habits and personal growth through a structured self-development framework.	S.2, 131	0	0	0	\$25,260.00		A1 Values Education A3 Community Service		B5 Observation	
12	Discipline-related Activities	Dec 2025 -Jul 2026	To encourage self-discipline, respect, and adherence to school values through targeted activities.	S.3-S.5, 90	0	0	0	\$29,000.00		A3 Community Service		B1 Questionnaire	
13	Visual Art Activities	Dec 2025 -Jul 2026	To foster creativity and artistic expression through various visual art mediums and projects.	S.1-S.3, 20	0	0	0	\$6,840.00		A4 Physical and Aesthetic Development		B5 Observation	
14	Guidance-related Activities	Dec 2025 -Jul 2026	To provide support and guidance for students' emotional well-being and personal development.	S.3-S.5, 25	0	0	0	\$500.00		A3 Community Service A8 Student Mental Health		B1 Questionnaire	
(Please insert rows above if the space provided is insufficient.)													
Total estimated expenses of item 1.1								\$1,090,500.00					
1.2	Non-local Activities												
1	Exchang Tour to UK	Apr 2025	To broaden cultural understanding and global perspectives through an immersive experience in the UK.	6	2	0	0	\$44,000.00		A1 Values Education		B1 Questionnaire	
2	Exchang Tour to Japan	Apr 2025	To enhance cultural exchange and global awareness through an enriching visit to Japan.	20	4	0	0	\$80,000.00		A1 Values Education		B1 Questionnaire	
3	Exchange Tour to Rwanda	Jun 2025	To foster cross-cultural understanding and global citizenship through an educational tour to Rwanda.	6	3	0	0	\$76,000.00		A1 Values Education		B1 Questionnaire	
4													
5													
(Please insert rows above if the space provided is insufficient.)													
Total estimated expenses of item 1.2								\$200,000.00					
Total estimated expenses (sum of items 1.1 and 1.2)								\$1,290,500.00					

Name of Teacher Responsible for Life-wide Learning:	Ms. Choi Wai Yin	Position:	CO
Name of Teacher Responsible for the Sister School Scheme:	Mr. Chan Ka Kiu	Position:	SGM

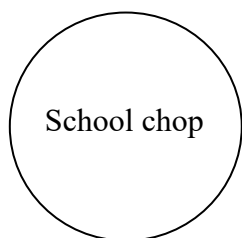
Wong Shiu Chi Secondary School (2025-2026)

Work Plan on Implementation of Measures to Safeguard National Security and Promote National Security Education

Area	Measure(s)	Assessment Method	Implementation timetable	Person - in-charge	Resources required
(A) School admin.	1. The National Security Education Work Team will continue to work in 2025/26 to review the policy & situation and to organize and supervise national security education in school.	Observation by Principal and IMC	Whole year	Vice-principal (Student Affairs), Life Education Committee Head	
	2. Po Nga Church will be requested to assure that their use of our school Hall for religious activities will not involve acts or activities that endanger national security.	Report by Vice-principal (Admin. Support)	Whole year	E.O.	
	3. Librarian will take out consistent review of the library collection to prevent existence of items that contain materials harmful to national security.	Report from Librarian	Before 1/Nov	Librarian	
	4. Guest speakers in school activities, alumni and coaches hired will be requested not to commit any act in our campus that may endanger national security.	Observation by relevant staff	Whole year	Teachers-in-charge related	
	5. Subject panel heads will be requested to review the school-based curriculum and the learning and teaching resources (including textbooks, self-compiled teaching materials and question papers for tests and examinations) selected or developed are in line with the National Security Law.	Report to Vice-principal (Academic) from panel heads	Whole year	Subject panel heads	
	6. Through staff meetings and school circulars, enable staff to understand and familiarize themselves with the legislative background, provisions, significance, etc. of the National Security Law, as well as relevant information disseminated by the Government.	Report by Vice-principal (Admin. Support)	Whole year	Vice-principal (Admin. Support)	
	7. Raise national flag and HKSAR flag weekly and during important school events.	Observation by Vice-principal (Student Affairs)	Whole year	Teacher-in-charge of flag raising team	
	8. Arrange delivery of speech under the national flag in each weekly flag raising ceremony.	Observation by Principal	Whole year	Principal, Vice-principal (Student Affairs), Life Education Committee Head	

Area	Measure(s)	Assessment Method	Implementation timetable	Person - in-charge	Resources required
	9. Discipline Committee Head will review and fine-tune guidelines on dealing with behavior suspected to endanger national security.	Report by Discipline Committee Head	Before 1/Sep	Discipline Committee Head	
(b) Staff management & training	10. Vice-principals (Academic & Student Affairs) will examine subjects' and committees' annual plan and supervise their implementation, for the appropriate promotion of national security education.	Report by Vice-principals (Academic & Student Affairs)	Before 1/Oct	Vice-principals (Academic & Student Affairs)	
	11. Staff development seminar(s), concerning the National Security Law, will be held whenever appropriate for all staff to attend, to enhance their understanding of the National Security Law.	Report by Vice-principal (Admin. Support)	Whole year	Vice-principal (Admin. Support)	
(c) Learning and teaching	12. All subject panel heads will consistently review their subjects' curriculum to include appropriate elements of national security education in their subjects' curriculum with reference to those highlighted in EDB circulars. https://www.edb.gov.hk/attachment/en/curriculum-development/renewal/CM/EDBC21004E.pdf https://applications.edb.gov.hk/circular/upload/EDBC/EDBC21006C.pdf They will report the elements included in those subjects' Annual Plan and the implementation in their Annual Reports.	Report by Vice-principal (Academic)	Before 1/Sep	Related subject panel heads	
	13. The above subject panel heads will archive teaching and learning materials related to Constitution and Basic Law education and national security education for no less than two school years for possible future inspection by SSBs, school management or the EDB.	Report by relevant subject panel heads	Whole year	Related subjects panel heads	
	14. All subject panel heads will lead their panel members to review the curriculum and the learning and teaching resources (including textbooks, self-compiled teaching materials and question papers for tests and examinations) so as to make them developed in line with the education of national security.	Report by relevant subject panel heads	Whole year	All subject panel heads	
	15. Life Education Committee will incorporate elements of national security education in the morning assemblies and/or class periods.	Report by Life Education Committee Head	Whole year	Life Education Committee Head	
(d) Student guidance, discipline and support,	16. Organize students to join relevant quiz and competitions organized by Education Bureau. 17. Board display will be held to inform students more about national security whenever appropriate.	Report by Vice-principal (Student Affairs)	Whole year	Life Education Committee Head, C&S and CES panel heads	

Area	Measure(s)	Assessment Method	Implementation timetable	Person - in-charge	Resources required
experiential learning	18. Life Education Committee will incorporate elements of national security education in the extra-curricular activities. 19. Experiential Learning Committee will cooperate with Civic and Social Development Subject to hold study tour to Mainland to help our students understand more about their country.	Report by relevant subject panel & committee heads	Whole year	Heads of Life Education Committee and Experiential Learning Committee	One-off Grant for Promotion of Chinese Culture Immersion Activities, Diversity Learning Grant
	20. Life Education Committee will organize an interflow with Guangzhou Nanwu Middle School, one of our Sister Schools in Mainland, to help students understand more about our country.	Report by Life Education Committee Head	Late March/early April	Life Education Committee Head	The Grant for Sister School Scheme
(e) Home-school cooperation	21. Parents-Teachers Association will organize activities to enhance parents' understanding of Chinese culture	Report by Vice-principal (Admin. Support)	Whole year	Guidance Mistress	
	22. School will help disseminate information about national security to parents.	Report by Vice-principal (Admin. Support)	Whole year	Vice-principal (Admin. Support)	
	23. Parents attending talks held by Parent-Teachers Association will be briefed about our school's policies of national security education.	Report by Vice-principal (Admin. Support)	Whole year	Guidance Mistress	



Signature of supervisor : _____

Name of supervisor : _____

Date : _____