

South Tuen Mun Government Secondary School

Annual School Plan 2021 – 2022

Major Concerns:

- 1.To enhance learning and teaching effectiveness**
- 2.To strengthen the caring culture, and reinforce the development of positive character and attitudes of students**

Endorsed by SMC on 22-6-2021

Major Concern 1: To enhance learning and teaching effectiveness						
Item	Strategies/Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1.1	<p>At Subject Department Level:</p> <ul style="list-style-type: none"> Systematically organise learning enhancement courses. Develop multiple intelligence of students with higher learning abilities so as to raise their learning performance. Establish a ‘Post-marking Evaluation’ mechanism. Collect data from each department head for evaluation and utilize evaluation results to review teaching programmes and teaching materials. 	Whole Year	a. 70% teachers should be able to enhance questioning techniques and teaching strategies in order to guide students to have better analytical skills and discussions on subject knowledge.	<ul style="list-style-type: none"> Students’ feedback Teachers’ observation Teachers’ Feedback on lesson observation Minutes of department meetings 	<ul style="list-style-type: none"> All teachers Department Head of all subjects Academic Enhancement Committee members 	<ul style="list-style-type: none"> Funding for Teacher Professional Development Workshops Common lessons for collaborative teaching preparation
1.2	<p>At Teachers’ Level:</p> <ul style="list-style-type: none"> Raise teaching effectiveness through well-focused professional teacher development on questioning techniques in order to guide students to have better analytical skills and discussions on subject knowledge. Give specific and appropriate feedback to students in lessons, recognize students’ achievements and point out areas for improvements to foster deep learning. 	Whole Year	b. 70% of students in the learning enhancement course agree that the enhancement course helps raise their learning effectiveness. c. 70% of students agree that they can better master the learning strategies of different subjects.			
1.3	<p>At Students’ Level:</p> <ul style="list-style-type: none"> Incorporate study methods such as Reading Strategy, Note-taking Skill and Time Management in the junior secondary subject curriculum so as to give students an organised learning approach leading to enhanced learning. Make use of various assessment modes during lessons, in homework, tests and exams in addition to giving specific assessment criteria to enhance learning. Enhance teaching effectiveness through peer-focused lesson observation and share techniques on questioning. 	Whole Year	d. Each subject department formulates and implements its own Learning Strategy.	<ul style="list-style-type: none"> Students’ feedback Teachers’ observation Teachers’ Feedback on lesson observation Minutes of department meetings 	<ul style="list-style-type: none"> All teachers Department Head of all subjects Academic Enhancement Committee members 	<ul style="list-style-type: none"> Funding for Teacher Professional Development Workshops Common lessons for collaborative teaching preparation

Major Concern 2: To strengthen the caring culture, and reinforce the development of positive character and attitudes of students						
Item	Strategies/Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
2.1	Fully utilize the chance of face-to-face and online contact with students to promote a comprehensive and effective incentive scheme in all subject departments, functional teams, clubs and societies so that all students work together to create a positive school culture.	Whole Year	70% teachers and students agreed that the school has <ul style="list-style-type: none"> established a culture of caring and inclusiveness and cohesion in class, so that students can care for each other, and a better sense of belonging is achieved. created an environment which students are able to develop their positive characters. 	<ul style="list-style-type: none"> Questionnaires Interviews and discussions with students Oral feedback from class teachers and other teachers concerned Observation of students' performance in class, workshops and activities Observation of students' performance and participation in activities Feedback from students 	Teachers and Student Leaders of Student Development Committee including: <ul style="list-style-type: none"> Discipline Committee Guidance Committee National Security Committee Moral, Civic & National Education Committee ECA Committee Class Clubs Functional Teams, Societies and Clubs 	Human resources: Teachers and Student Leaders of Student Development Committee including: <ul style="list-style-type: none"> Discipline Committee Guidance Committee National Security Committee Moral, Civic & National Education Committee ECA Committee Class Clubs Functional Teams, Societies and Clubs. Life-wide Learning Committee
2.2	Collaborate different subject departments, functional teams, clubs and societies to promote spirit of love, care and concern in both daily teaching and classroom management. To organize inter-class activities to strengthen cohesion and sense of belonging.	Whole Year				Financial resources: <ul style="list-style-type: none"> ECA Fund Subject Grant LWL Fund
2.3	Design and implement more student-oriented activities so as to assist students to develop positive characters and attitudes and enable students to succeed.	Whole Year				