

**Ho Lap College**  
(Sponsored by the Sik Sik Yuen)

**Annual School Plan**  
**2016-2017**

**Annual School Plan (2016-2017)**

**Major Concern I : To enhance learning skills and learning competence**

Strategy	Implementation Plan	Targets	Parties Responsible	Evaluation Methods
1. To enhance learning skills in languages	<ul style="list-style-type: none"> <li>Information literacy on dictionary skills and vocabulary building skills</li> </ul>	S1 - 4	Chinese Language English Language	Dictation and tests on vocabulary & grammar in use and proofreading skills
	<ul style="list-style-type: none"> <li>Information literacy of e-learning language platforms in regular use and assessment</li> </ul>		Chinese Language English Language	E-learning platform monitoring data and assessments
	<ul style="list-style-type: none"> <li>Language arts elements in formal curriculum to cultivate group work, class cooperation and creative ideas</li> </ul>	S1 - 2	Chinese Language Chinese History English Language	S1-2 Class-based and inter-class language-arts project and performances  S1 Chinese History drama
2. To foster the self-study skills in content subjects	<ul style="list-style-type: none"> <li>Self-marking exercises and assignments to explore the logic and the rationale behind the solutions</li> <li>E-learning materials used by Ss and Ts</li> </ul>	S1 - 6	Mathematics	Quantity of work done by students' self-marking  Improvement in test and examination
	<ul style="list-style-type: none"> <li>Comprehension and writing exercises using subject-based analytic framework</li> <li>Self-directed learning as evident in topic research and the use of e-learning materials</li> </ul>		Liberal Studies Humanity Subjects Science Subjects	Dictation and self-directed-learning assignments  F1 Humanity Project F2 Science Project F3 Economics Project
3. To deepen language and content knowledge across subjects	Language across the Curriculum LAC	S1 - 4	English Language Humanity Subjects Science Subjects	Homework inspection  Test and exam results
	Civic Education across the Curriculum	S1 - 6	Chinese Language English Language Liberal Studies	Student performance in class discussion and assessments Inter-class debate contest on social issues
4. To promote collaborative learning and self-directing learning in class	<ul style="list-style-type: none"> <li>S1 and S2 class setting in the form of collaborative learning to increase peer sharing, interaction and intellectual satisfaction.</li> </ul>	S1-2	S1S2 Subjects	Teachers' observation and assessment

## Major Concern II : To pursue individual progress and collective betterment

Strategy	Implementation Plan	Target	Parties Responsible	Evaluation Methods
1. To instill the core values of gratitude, respect, perseverance, benevolence and serving others in students' study and daily life	<ul style="list-style-type: none"> <li>Class Teachers and Language Teachers supervise students to do assembly presentation on core values</li> <li>All F1 Ss must take on learning one music instrument</li> <li>Chinese Language curriculum on Life Education</li> </ul>	S1 - 6	MCE Committee Class Teachers Language Teachers Music Dept Chinese Language	Teachers' observation and evaluation
2. To cultivate students' habits of mind and positive intelligence	<ul style="list-style-type: none"> <li>Class Teachers advise Students on "Towards My Goal" Action Plan with regular reviews</li> <li>Students' daily/ weekly journal to Class Teachers with emphasis on positive reassurance to personal acts and deeds</li> <li>Teachers' deliberate plan on cultivating HOM in class</li> </ul>		Class Teachers MCE Committee Student Development Board Student Counseling Committee	Class Teacher meeting and evaluation  Teachers' review in appraisal
3. To provide more opportunities to students to actualize the core values and practise positive thinking	<ul style="list-style-type: none"> <li>Basic organization and leadership training to committee members</li> <li>All F3 and F4 Students must take up one committee post</li> <li>Student leaders regular meetings with Principal and APs on ways to promote and strengthen the Holapian spirit.</li> </ul>		CCA Committee Academic Clubs	Students and Teachers evaluation meetings
4. To encourage students to stretch themselves and broaden their horizons inside & outside school campus and beyond borders	<ul style="list-style-type: none"> <li>Service Programs with external organizations</li> <li>Subject excursions</li> <li>Cross-border study trips</li> <li>Summer Institutes</li> <li>Overseas study programs</li> </ul>		Student Counseling Committee CCA Academic Committee CLP Committee	Teachers observation and evaluation

<p>5. To help students set improvement goals in their studies and achieve these goals</p>	<ul style="list-style-type: none"> <li>● Class Ts advise Ss to do goal setting on “Towards My Goal” Action Plan with regular reviews</li> <li>● Ss’ daily/ weekly journal to Class Ts with emphasis on ways to achieve the learning goals</li> <li>● F1 Academic Prefect Program</li> <li>● Self-directed study class on Tuesdays and Thursdays supported by Academic Prefects and teachers</li> <li>● F1-3 Core subject small group tutorials by subject teachers</li> <li>● F4-6 Subject Ts target students program to make improvement on their academic results</li> <li>● Supplemental Instruction SI program</li> <li>● Subject teachers set improvement goals for varied ability groups in class, such as 15% improvement for stronger students and 20% for the weaker ones</li> <li>● Pull-out programs for NCS students</li> </ul>	<p>S1 - 6</p>	<p>Class Teachers Subject Teachers Academic Support Team Academic Prefects Academic Committee</p>	<p>Class Teacher meetings</p> <p>Subject Panel meetings to set the improvement targets for target group students</p> <p>Subject Panel meetings to assess the progress of target students</p>
---	---	---------------	---	--

**Major Concern III : To foster professionalism**

Strategy	Implementation Plan	Target	Parties Responsible	Evaluation Methods
<p>1. To pursue continual professional development towards school improvement and development needs</p> <p>2. To construct a positive, empathetic atmosphere and</p>	<ul style="list-style-type: none"> <li>● To stress and reiterate the common ground between individual teacher’s educational &amp; career aspirations and those of school leadership and management</li> <li>● To enhance the understanding of the rationale &amp; purpose of school policy &amp; direction so as to nurture commitment and team positivity</li> <li>● To promote professional dialogue and sharing through meetings, staff development days and ‘lesson study’</li> </ul>	<p>All Teachers</p>	<p>Staff Appraisal Committee</p> <p>Staff Development Committee</p> <p>Department heads and deputy heads</p> <p>Assistant principals</p> <p>Principal</p>	<p>Teachers’ debriefing sessions of school functions and events</p> <p>Teachers’ write-up on educational aspirations &amp; belief and Habits of Mind HOM</p> <p>Teachers’ appraisal interviews at varied levels</p> <p>Teachers’ views as collected in SSE</p>

practice of professional dialogue and sharing.	• Deliberate lesson design incorporating higher-order thinking and student-centred mode of learning, in terms of sharing, presentation, discussion, etc			
--	---	--	--	--