Ho Lap College

(Sponsored by Sik Sik Yuen)
Annual School Plan

2022-2023

School Vision & Mission

As a subsidized school sponsored by Sik Sik Yuen, Ho Lap College aims at providing secondary school education and cultivating elites for society.

In line with the mission of Sik Sik Yuen, the school promotes the teachings of Confucianism, Buddhism and Taoism and instills in students moral values. With the school motto of 'To teach benevolence and to act benevolently', the school develops students a spirit of benevolence and an eagerness to serve. The balanced curriculum of moral, intellectual, physical, social and aesthetic education nurtures sensible and capable all-rounders.

To enhance quality education, the school values the professional development of the teaching staff, the communication with parents and the co-operation with other social service groups and, most importantly, the creation of a desirable learning environment.

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Major Concerns

1. **To equip students as competent learners in the 21st century.**

2. **To foster students' self-actualization in a caring and thriving campus.**

3. **To Enhance teachers' professional capacity through building a professional learning community.**

1. **Major Concern I : To equip students as competent learners in the 21st century**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1. To nurture students' learning capabilities	• Further adopt self-regulated learning approach by including a wide spectrum of interactive learning activities in lessons • Subject panel heads take up the leading role in implementing the Language Across Curriculum Approach. Curriculum mapping of clear language focuses should be done • Reading across Curriculum is refined with the collaboration of the school library and EMI Panels • Enhance students' high order thinking skills through diversified learning activities and assessments • Cater for different learning needs by adopting different teaching methodologies and graded	• At least 70% of students agree that their confidence in learning increased. • At least 70% of the subject departments adopt self-regulated learning approach and interactive learning activities in curricula. • At least 70% of teachers and students agree that the reading across the curriculum can extend the students' scope of knowledge • At least 70% of students agree that their learning attitude and learning skills improved. • All EMI subjects have developed subject-based curriculum mapping of LAC with clear language focuses set.	• Record of reading across the curriculum • Students' questionnaire • Teachers' feedback • Stakeholder survey	Whole Year	Academic Committee, All subjects, IT Committee, Student Support Unit	QEF IT Innovation Lab in Schools Promotion of Reading Grant Life Wide Learning Grant, Student Activities Support Grant CEG HKEAA-QAMAS

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	exercises/assessments • Utilize different evaluation findings to analyse and keep following up on students' performance and learning difficulties •					
2. To foster the spirit of enquiry and exploration among students	• Strengthen students' innovation and real-world connection to information and communication technology (ICT) • Promote and embed STEM education in the curriculum • Utilize different e-learning to facilitate learning and teaching • Conduct cross-curricular projects, focusing on the platform for students to showcase their learning outcome • Equip students with problem-solving and decision-making skills, more project-based or problem-based assignments are to	• At least one STEM education project is successfully implemented in each junior level in a school year. • 70% of students agree that eLearning can enhance their learning. • Over 70% of STEM activities participants agree that through the activities, their problem-solving skills can be enhanced. • 80% of panels are involved in the projects. 80% of panels involved enable students to present the learning outcome	• Record of activities/ competitions involving STEM. • Students' questionnaire • Teachers' feedback • Stakeholder survey	Whole Year	Academic Committee, All subjects, IT Committee, Student Support Unit	Life Wide Learning Grant, Student Activities Support Grant

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	• organise • Organise life-wide learning activites to enable whole-person development and lifelong learning capabilities that are needed in our ever-changing society.					
3. Foster on-going professional development of teachers on new education trends and pedagogical skills that enhance students' learning capacity	• Develop lesson routines that teaching and learning objectives are clearly stated. More interaction among students and teachers is expected. Students' understanding should be tested regularly as consolidation of knowledge. • Lesson observation and homework inspection are to take place to see how lesson routines are put into practice • Monitor and review the implementation of language policy • Establish learning community to share good practices among	• At least 70% of teachers agree that they have developed lesson routines in their lessons. • Sharing of good practices among teachers at least once per term. • At least 70% of teachers agree that the sharing sessions are useful.	• Record of professional development records of teachers. • Teachers' feedback • Stakeholder survey	Whole Year	Academic Committee, All subjects, IT Committee	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	teachers					

2. Major Concern II : To foster students' self-actualization in a caring and thriving campus

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1. To enhance students' resilience and self-discipline	• The homework policy will be finetuned in order to develop students' self-learning habits. Whole-school approach will be adopted to monitor students' performance in submitting assignments • Enhance the system of monitoring and reporting students' behaviour • Organize various activities to enhance students' understanding and recognition of the importance of self-discipline and law-abidingness • Conduct programmes / activities inside and	• 70% of students agree that the programmes/activities can enhance the understanding and recognition of the importance of self-discipline and law-abidingness. • 70% of students agree that the programmes/activities can strengthen self-discipline and foster their resilience. • 70% of teachers agree that the award and punishment system can help enhance students' self-discipline. • 70% of teachers, students and parents have a positive view	• Students' questionnaire • Teachers' feedback • Stakeholder survey	Whole year	Discipline Committee, Student Counselling Committee, All subjects	

	outside school to strengthen students' self-discipline and foster their resilience • Optimize the award and punishment system	on support for student development.				
2. To build a caring and thriving campus	• Offer platforms for students to celebrate their learning outcomes • Organise class parties, class-based birthday celebrations, etc. • Conduct positive education programmes • Implement themed months and teachers' sharing • Encourage students to participate in internal and external competitions and scholarships • Organise parents' meetings with teachers for different levels • Formulate a strategic plan for developmental, preventive and remedial to cater for students' needs • Make effective utilization of internal and external resources	• Students show positive reflection in related activities or programmes. • 70% of teachers agree that the strategies help build a caring and thriving campus. • 70% of students agree that the strategies help build a caring and thriving campus. • Students have a positive view on school climate. • 70% of parents have a positive view on home-school cooperation.	• Students' questionnaire • Teachers' feedback • Stakeholder survey	Whole year	Moral and Civic Education Committee, Discipline Committee, Student Counselling Committee, PTA, Co-curricular Activities Committee	Life Wide Learning Grant, Student Activities Support Grant

3. To enhance students' life planning and broaden their horizon	• Provide internal and external activities, services and training for students • Enhance career and life planning programmes at different development stages and provide individual guidance for students • Provide opportunities for students to understand and act on social and global issues	• 70% of students agree that the strategies can enhance students' life planning and broaden their horizon.	• Activities/services/training records • Students' questionnaire • Stakeholder survey (teachers, students, parents) • APASO	Whole year	Career and Life Planning Committee, Co-curricular Activities Committee	Life Wide Learning Grant, Student Activities Support Grant

3. Major Concern III : To Enhance teachers' professional capacity through building a professional learning community

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1. To enhance teachers' professional status according to the Professional Ladder set by EDB	• Disseminate information of various training courses and useful reference materials to teachers • Review and further enhance the new teacher mentoring scheme with the collaboration of veteran teachers • Arrange teachers to participate in joint-school staff development activities	• 70% of new teachers agree that the mentoring scheme is supportive. • 70% of teachers agree that the training courses can enhance teachers' professionalism. • 70% of teachers agree that their professional exchanges are enhanced.	• Statistics of teacher training records • Teachers' feedback/questionnaire • Stakeholder survey	Whole year	Professional Development Committee, All subjects and Committees	
2. To promote a collaborative culture	• Arrange collaborative lesson planning and peer lesson observation of same KLA and cross KLA with specific themes and focuses	• Each teacher conducts one lesson observation of same KLA and cross KLA respectively. • 70% of teachers agree that lesson planning and peer lesson observation can promote a collaborative	• Lesson observation records • Teachers' feedback/questionnaire	Whole year	Professional Development Committee, All subjects	

		culture.				
3. To build a culture of appreciation	• Conduct staff sharing of good practice for all teachers at least once in each term • Each subject department conduct internal sharing at least once in each term	• At least one teacher sharing activity is successfully conducted. • Each subject conducts at least one sharing on teachers' learning in seminar/workshop attended. • 70% or teachers agreed that sharing among teachers can build a culture of appreciation.	• Statistics of teacher sharing records • Teachers' feedback /questionnaire	Whole year	Professional Development Committee, All subjects	