



**Po Leung Kuk Lam Man Chan
English Primary School**

*School Annual Plan
Year 2017/2018*



願景 Vision

幼有所育，少有所學，壯有所為，老有所依，
貧寡孤困殘病者皆有所望

Children are nurtured. Youngsters are educated.
Adults are supported to contribute. Elderly are cared for.
The less fortunate are lightened with hope.

使命 Mission

成為最傑出、最具承擔的慈善公益機構，
發揮保良精神，以善心建善業，
致力保赤安良，護老扶弱，助貧健診，
培德育才，揚康樂眾，實踐環保，
承傳文化，造福社群

To be the most prominent and committed charitable organisation.

In the Kuk's Spirit to do good deeds with benevolence.

Dedicated in protecting the young and the innocent,

caring for the elderly and the underprivileged,

aiding the poor and healing the sick,

educating the young and nurturing their morality,

providing recreation to the public, caring for the environment,

passing on the cultural inheritance and bringing goodness to the community.

1. The Kuk's Spirit 保良精神

相互尊重

團結合力

延展愛心

行善助人

感恩知德

造福社群的奉獻精神

Mutual Respect

United Effort

Benevolence

Charitable

Gratefulness and Recognition

Dedication to Serving the Community

價值觀 Values

秉承傳統 與時並進

以人為本 關愛感恩

優良管治 務實創新

廉潔奉公 安不忘危

善用資源 注重本益

專業團隊 愛心服務

Fine traditions Accommodate the current needs

People-oriented Care and appreciation

Sound governance Pragmatism and innovative

Integrity Vigilance

Optimal use of resources Cost-effectiveness

Professional team Service with heart



Po Leung Kuk Lam Man Chan English Primary School

Annual School Plan 2017 – 2018

Major concerns

1. Strengthen learning efficiency and teaching pedagogies
2. Incorporate and utilize IT tools for self-regulated learning
3. Sustain healthy, caring and eco-friendly campuses



1. Major Concern: Strengthen learning efficiency and teaching pedagogies

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> To enhance teachers' professionalism in questioning 	<ul style="list-style-type: none"> Compromise different levels of questions in collaborative meetings 	<ul style="list-style-type: none"> Regulate collaborative meeting 	<ul style="list-style-type: none"> Questionnaires Collaborative meeting minutes 	<ul style="list-style-type: none"> Whole year 	<ul style="list-style-type: none"> Curriculum department Subject panel heads 	<ul style="list-style-type: none"> Senior Teachers at school
<ul style="list-style-type: none"> To advance Teaching structure 	<ul style="list-style-type: none"> Timetable Collaborative meeting Arrange Lesson observation (co-teaching) Invite experts to help design the curriculum 	<ul style="list-style-type: none"> Arrange lesson observation Hold sharing session/meeting of teaching 	<ul style="list-style-type: none"> Lesson observation evaluation form Data of analysis of students' performances 			<ul style="list-style-type: none"> Senior educators from external
<ul style="list-style-type: none"> To evaluate students' academic performance effectively 	<ul style="list-style-type: none"> Set Paper setting guidelines Graded worksheets Analyze students' performance in assessments/examinations 	<ul style="list-style-type: none"> Analyze students' performance Set graded worksheets 	<ul style="list-style-type: none"> Graded worksheets 			



2. Major Concern: Incorporate and utilize IT tools for self-regulated learning

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> To incorporate interactive whiteboard in lessons 	<ul style="list-style-type: none"> Hold small-scaled group as learning community to learn among colleagues Incorporate into the lesson planning 	<ul style="list-style-type: none"> Hold school-based sharing Use relevant websites/platform Assign to students as assignment or preparation 	<ul style="list-style-type: none"> Questionnaires Lesson observation Discuss in collaborative meeting 	<ul style="list-style-type: none"> Whole year 	<ul style="list-style-type: none"> IT Admin IT teachers Subject panel heads Curriculum leaders 	<ul style="list-style-type: none"> e-class platform whiteboard relevant websites/platform
<ul style="list-style-type: none"> To facilitate students' self-regulated learning by IT tools 	<ul style="list-style-type: none"> Provide relevant platform to students Incorporate self-regulated learning in collaborate meeting Hold seminars to students and teachers Incorporate as lesson preparation Encourage students to use more tablets in class 					



3. Major Concern: Sustain healthy, caring and eco-friendly campuses

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> To nurture students to have a healthy life style, mentally and physically 	<ul style="list-style-type: none"> Hold Smart-kid competition Hold moral talks/sharing Be aware the current issues Organize project learning Organize thematic activities 	<ul style="list-style-type: none"> Set up the policies Organize relevant activities 	<ul style="list-style-type: none"> Questionnaires Hold relevant activities 	<ul style="list-style-type: none"> Whole year 	D&G Department Student Services Department Activities Department Social Workers	External community services centers
<ul style="list-style-type: none"> To strengthen caring among students and community 	<ul style="list-style-type: none"> Hold caring angel Participate community services 					