



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

**Three-year-plan
(Year 2015/16 to 2017/18)**



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1. Mission of Po Leung Kuk

- 1.1 Po Leung Kuk is a charitable organization serving the general public with the objective of “protecting the young and the innocent” over a centenary. The Kuk’s education services follow the same objective in providing quality services to students.
- 1.2 All Po Leung Kuk affiliated schools of different levels operate on a non-profit making basis. The mission and policy of affiliated schools put the emphasis on social benefit and keep pace with the current needs of the society.
- 1.3 “Love, Respect, Diligence and Integrity” is the motto of Po Leung Kuk affiliated schools. “Cognitive, Aesthetic, Social, Physical, Moral development” emphasize on the cultivation of students, and they are expected to contribute to the society with what they have learnt.
- 1.4 The School Management Committee of Po Leung Kuk affiliated schools is a committee with no political or religious background. People can express themselves freely of their own feeling and belief, provided that the law has been complied, and the school order is not threatened. All schools of thoughts and all religions can coexist at schools.
- 1.5 Po Leung Kuk is a Non-Government Organization that was established by the Chinese. The Kuk concerns about the community and the Mainland to dedicate the development of the Chinese Culture. The affiliated schools encourage students to participate in social services for developing their sense of responsibility towards different nationalities, which nurtures them with an open and optimistic attitudes as well as global perspective.

2. School Goals

- 2.1 To develop a trustworthy Direct Subsidy Scheme (DSS) school
- 2.2 To reinforce students’ capacity for independent learning as well as bi-literacy and bi-lingualism
- 2.3 To provide students opportunities to succeed and equip them to be logical and creative
- 2.4 To emphasize moral education especially in respect, equality and love and to build up a healthy life
- 2.5 To develop students’ cultural awareness and build up an international perspective by exposing them through different cultures

3. School Motto

“Love, Respect, Diligence and Integrity”



4. Core Values of Education

Language:

Education towards bi-literacy and bi-lingualism

Moral:

Respect for different cultures

Control:

Learn to control our body, our sense and our mind; Optimization of physical, musical and arts education



5. Holistic Review

Effectiveness of the previous School Development Plan

Major Concerns	Extent of targets achieved, e.g. : Fully Achieved ; Partly achieved ; Not achieved	Follow-up action, e.g. : Incorporated as routine work ; Continue to be major concerns in the next SDP ; Others	Remarks
1. Enhance students' learning performance	Partly achieved	Continue to be major concerns in the next SDP	
2. Build a healthy, caring and loving culture in the campus	Fully Achieved	Incorporated as routine work	
3. Improve Information Technology Tools and Learning Platform	Partly achieved	Continue to be major concerns in the next SDP	



6. Evaluation of the School's Overall Performance

Performance Indicator Areas	Major Strengths	Areas for Improvement
1. School Management	<ul style="list-style-type: none"> The mobility of middle management is low. The management is eager to attempt new challenge. 	<ul style="list-style-type: none"> The middle management is young and less experiences. The 4 domains of performance indicators can reduce to 3 which Student Supports & School Ethos merges with Student Performance.
2. Professional Leadership	<ul style="list-style-type: none"> Po Leung Kuk provides clean guides on different aspects. The school Principal has good networks to help the school development 	<ul style="list-style-type: none"> The continuing professional development content can be arranged according to the School Professional development or school plans. The school should promote more senior teachers to AM or PSM
3. Curriculum and Assessment	<ul style="list-style-type: none"> School-based curriculum in P.1 English and Non-Chinese in P.1-6 Diversified assessments are incorporated into the curriculum Math and Non-Chinese join the EDB scheme English curriculum is divided into 3 areas as Grammar & Writing, Reading and Phonics. They are taught by 2 – 3 different English teachers. One level higher in P.2 – ; half level up for P.5 – 6 are applied. In Chinese, students are divided into Chinese and Non-Chinese classes. In Mathematics, a class of 'Extra Math' is arranged for those who need intensive training 	<ul style="list-style-type: none"> Math and Non-Chinese subjects' results have room to improve as students use English more Curriculum and Assessment should be merged into same department
4. Student Learning and Teaching	<ul style="list-style-type: none"> Students are from multi-cultures in all five continents and they use English for communication Students are active to learn and share with others 	<ul style="list-style-type: none"> Teachers are less experience on teaching Co-planning meeting should be activated to let teachers learn more among themselves Stronger ability in leading curriculum
5. Student Support	<ul style="list-style-type: none"> Various activities are arranged to build up their confidence Lots of opportunities provides to students to perform Focus on leadership training for every student 	<ul style="list-style-type: none"> Classroom management can be reinforced Special Education for both gifted or less able can be introduced
6. Partnership	<ul style="list-style-type: none"> School possesses numbers of 'sister schools 'outside Hong Kong Math and Non-Chinese join the school-based curriculum scheme in EDB We are the in-charge of Basketball competition of The Hong Kong School Sports Federation in the district We gain most parents' trust and support 	<ul style="list-style-type: none"> Invitation Education can be introduced Mentorship scheme can be reinforced
7. Attitude and Behaviour	<ul style="list-style-type: none"> Students are cheerful and initiative. Students have good relationship with teachers Students like attending to school and all school functions 	<ul style="list-style-type: none"> Handling students emotion and mischievous behavior can be highlighted Teachers can arrange times to share with parents about their children
8. Participation and Achievement	<ul style="list-style-type: none"> The school is delighted for the students achievement in various competitions The range of competition is wide. P.6 students perform well in SSPA There is no worry on students' intake. 	<ul style="list-style-type: none"> A systematic record of students' achievement should be shown in the school website Some students should be encouraged to join some competition



7. SWOT Analysis

Strengths

- The ambience of multicultural in our school makes students widen their horizon from domestic aspect to national and even global awareness.
- English is the major language to use for communication among students. A rich English language learning environment is provided under this circumstance.
- Students are encouraged to join various extra-curricular activities and competitions for offering them opportunities to realize their own potential and to gain satisfaction and achievement.

Weaknesses

- One school with 2 old campuses increases the workload on administration and management in both manpower and cost and effect.
- Owing to the mobility of human resources happens, so the management of inheritance is still insufficient.
- The middlemen such as senior teachers and subject panel heads have to be fortified due to experience is inadequate.
- The school really wishes to have a campus which is the capacity of 24 classes.

Opportunities

- Po Leung Kuk, the government and the community organization provide continuous support to our school for enriching our students' learning experience.
- Outstanding reputation has been gained in Kowloon City District or even other districts. Trustworthiness and fidelity towards parents have been built.
- The perpetual network and steady relationship between other organizations such as kindergartens, primary and secondary schools are constructed for further studies or friendly matches and so forth to our students.

Threats

- The huge cost of running two campuses and limited income and resources become the financial burden of our school. Moreover, lower primary students cannot learn from upper students. Upper primary students cannot play the role models for the lower ones.
- Teachers and students need to travel two campuses from time to time for different events. Also, documents and software setup are affected in this situation.
- The campuses are over 50 years and the infrastructure and facilities are hardly comparable with other fee-payment schools.

Major Concerns for a period of 3 school years (in order of priority)

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

**8. School Development Plan (3-school-year period)****School Development Plan (2015-2018)**

Major Concerns	Targets	Time Scale (Please insert ✓)			Outline of Strategies
		Year 1	Year 2	Year 3	
1. Strengthen learning efficiency and teaching pedagogies	• Enhance teachers' professionalism in questioning skills	✓	✓		• <i>Organize workshops (main subjects at least once a year)</i>
		✓	✓	✓	• Compromise different levels of questions in collaboration meetings
	• Teaching structure	✓	✓	✓	• Collaboration • Lesson observation (co-teaching) • Expertise help with designing the curriculum
	• Effectively evaluation students' academic performance	✓	✓	✓	• Good paper setting guideline
		✓	✓	✓	• Grade worksheets
		✓	✓	✓	• Analysis students' performance in assessment and examination

**School Development Plan (2015-2018)**

Major Concerns	Targets	Time Scale (Please insert ✓)			Outline of Strategies
		Year 1	Year 2	Year 3	
2. Incorporate and utilize IT tools for self-regulated learning	• To set up the platform of e-class	✓			<ul style="list-style-type: none"> • Hold workshops for teachers, students and parents • Implement through different subjects
	• To purchase i-pads and e-books	✓			<ul style="list-style-type: none"> • Set up a team for purchasing the relevant devices, dealing with maintenance and installation
	• To incorporate interactive whiteboard in lessons	✓	✓	✓	<ul style="list-style-type: none"> • Hold workshops for teachers on using interactive whiteboards • Incorporate interactive whiteboard in teaching
	• To facilitate students' self-regulated learnings by IT tools	✓	✓	✓	<ul style="list-style-type: none"> • Discuss in co-planning meetings • Design learning materials • Implement and evaluate
	• To set up wifi in both campuses	✓			<ul style="list-style-type: none"> • Install wifi in both campuses
	• To activate school apps	✓			<ul style="list-style-type: none"> • Talk for teachers, parents and students • Trial using the school apps



School Development Plan (2015-2018)

Major Concerns	Targets	Time Scale (Please insert ✓)			Outline of Strategies
		Year 1	Year 2	Year 3	
3. Sustain healthy, caring and eco-friendly campuses	• Nurture students to have a healthy life style, both mentally and physically	✓	✓	✓	• Launch mental and physical health campaigns, such as wellness months, healthy snacks policy
	• Strengthen caring among students and community	✓	✓	✓	• Arrange more community services
	• Set up eco-friendly policies	✓	✓		• Implementation of 4Rs (Recycling, Reuse, Reduce, Replace)