

Yuen Long Merchants Association Secondary School



Annual School Plan 2009/2010

Major Concerns (in order of priority)

- 1 To enhance learning and teaching capacity**
- 2 To build a harmonious and healthy school –
To adopt a whole-school approach in nurturing positive attitudes and values**
- 3 To implement the New Senior Secondary Curriculum (NSSC)**

Annual School Plan 2009/2010

1. Major Concern: To enhance learning and teaching capacity

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
Enhance learning skills of students	Make the development of learning skills a focus for all subjects	Most students improve their learning effectiveness	<ul style="list-style-type: none"> • Students' feedback survey • Assignments 	<ul style="list-style-type: none"> • Whole year 	<ul style="list-style-type: none"> • Vice Principals • HODs concerned 	•
	Enhance reading skills	<ul style="list-style-type: none"> • Teach reading strategies in Chinese and English • Reading Lesson 	<ul style="list-style-type: none"> • Reading scheme awards • Book reports & portfolio 	<ul style="list-style-type: none"> • Whole year • Mid-Sept to end of May 	<ul style="list-style-type: none"> • HODs of English and Chinese • Library Teacher 	•
	Teach and train thinking skills, mind-mapping, concept mapping skills, 5W1H & 6 thinking hats in IH & LS	Students can apply skills in presentations, assignments & exams	<ul style="list-style-type: none"> • Students' performances 	Whole year	LS Panel	•
	Cultivate and develop computer graphic design, model-making and other practical skills	Most students can use the software and complete the projects	<ul style="list-style-type: none"> • Students' products • Teachers' feedback 	Whole year	DT, Computer Literacy, VA Panels	

	<ul style="list-style-type: none"> • Train & cultivate enquiry skills through scientific investigation 	<ul style="list-style-type: none"> • Students can use these methods of investigation to complete tasks 	<ul style="list-style-type: none"> • Practical work checklists • Experimental reports 	Whole year	Science Panel	
	<ul style="list-style-type: none"> • Strengthen cooperative and interactive learning skills in project learning 	<ul style="list-style-type: none"> • Enhanced project outcome 	<ul style="list-style-type: none"> • Project work • Student survey 	Whole year		
	<ul style="list-style-type: none"> • Use external resources available e.g. National Geographic Explorer to foster English Literacy and Environment Education 	<ul style="list-style-type: none"> • Increased exposure to various environmental topics & English proficiency 	<ul style="list-style-type: none"> • Student reports • Student surveys 	May	Geography Panel	
Cater to the diverse abilities and needs of students to improve their learning skills and confidence	<ul style="list-style-type: none"> • Organize small class teaching for certain classes in English, Chinese and Mathematics 	<ul style="list-style-type: none"> • Most students have positive attitude towards small class size 	<ul style="list-style-type: none"> • 	Whole year	<ul style="list-style-type: none"> • HODs of English, Chinese and Mathematics and 	<ul style="list-style-type: none"> • CEG

	<ul style="list-style-type: none"> Organize enhancement and supplementary courses/ tutorials, learning activities with the assistance of TA's & other resources/grants available 	<ul style="list-style-type: none"> Improved performance 	<ul style="list-style-type: none"> Student surveys Teacher surveys 	<ul style="list-style-type: none"> Whole year 	<ul style="list-style-type: none"> VPs & TCW 	<ul style="list-style-type: none"> Sun Hung Kai Properties Educational Funds After School Support
	<ul style="list-style-type: none"> Implement enhancement measures and arrange students to participate in open competitions & events 	<ul style="list-style-type: none"> Students fully explore and develop their potentials & talents 	<ul style="list-style-type: none"> Students' performances in open competitions and courses 	<ul style="list-style-type: none"> Whole year 	<ul style="list-style-type: none"> School-based After School Learning & Support Funds 	<ul style="list-style-type: none">
Strengthen teachers' professional learning & sharing culture	<ul style="list-style-type: none"> Implement collaborative lesson preparation Cross-curricular collaboration between English & Geography Departments 	<ul style="list-style-type: none"> Building learning & teaching material data-based file 	<ul style="list-style-type: none"> School-based course materials Sharing & discussion reports 	<ul style="list-style-type: none"> Whole year 	<ul style="list-style-type: none"> LS, English & Geography Panels 	<ul style="list-style-type: none">
	<ul style="list-style-type: none"> Conduct collaborative teaching meetings regularly & have 1-2 record forms of genuine idea exchange 	<ul style="list-style-type: none"> Interflow of teaching ideas & pedagogical issues 	<ul style="list-style-type: none"> Observation/ feedback report form 	<ul style="list-style-type: none"> Whole year 	<ul style="list-style-type: none"> English Panel 	<ul style="list-style-type: none">

2 Major Concern: To build a harmonious and healthy school– to adopt a whole-school approach in nurturing positive attitudes and values

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
Run a whole-school Pastoral Care Programme	<ul style="list-style-type: none"> • Adopt and implement the Harmonious School Policy • Adopt and implement the Endeavour Project: <ul style="list-style-type: none"> - Part I: Personal Endeavour Plan - Part II: Class-based Endeavour Plan • Teach MCE in class teacher lessons & during assembly time • Run P.A.T.H.S. Programme in S1-S3 • Run the I CAN Programme in S4 & S6 • Use external resources available to run the Enhanced Smart Teen Project in S2 • Organize leadership training programmes to consolidate such values and attitudes <ul style="list-style-type: none"> - Teenager NET Guards (至 NET 天使) - Student Ambassadors(學生大使) - Anti-drug Ambassadors(禁毒大使) • Adopt and implement the Anti-sex harassment Policy 	<ul style="list-style-type: none"> • Students feel a better sense of belonging to the class & the school • Form teachers could cultivate a supportive & appreciative atmosphere in the classroom • Students’ sense of responsibility strengthens • Students’ self-discipline, confidence and self-management skills improve • Students develop the positive values and set goals and rules for themselves 	<ul style="list-style-type: none"> • Teachers review and survey • Students survey • Questionnaire • APASO 	<ul style="list-style-type: none"> • Whole year 	<ul style="list-style-type: none"> • HOD of Pastoral Care • Counselling Mistress • Discipline Master 	<ul style="list-style-type: none"> • School Funds

3 **Major Concern:** To implement the New Senior Secondary Curriculum (NSSC)

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
Strengthening effectiveness of learning and teaching to ensure successful implementation of the New Senior Secondary curriculum.	<p><u>Curriculum</u></p> <ul style="list-style-type: none"> • Collaborative preparation for the creation of the school-based teaching and learning package for NSS LS 	<ul style="list-style-type: none"> • Creation of the school-based teaching and learning package for the module 1 and 2 of NSS LS 	<ul style="list-style-type: none"> • Feedback from students & teachers • Students' performance in tests and exams 	Whole year	LS panel	
	<ul style="list-style-type: none"> • Review on the choice of elective modules <p><u>Assessment</u></p> <ul style="list-style-type: none"> • Formulate an action plan for implementation of curriculum and SBA by each subject panel 	<ul style="list-style-type: none"> • Choice of elective modules finalized • Action plan formulated by all subject panels concerned • OLE curriculum for SS1 is formulated and teaching resources prepared 	<ul style="list-style-type: none"> • Scrutiny of action plans, documents and teaching resources of subjects & OLE 	Whole year	<ul style="list-style-type: none"> • Principal • Vice principals • NSS Committee 	
	<p><u>Learning & Teaching</u></p> <ul style="list-style-type: none"> • Adopt appropriate pedagogy to deliver the NSS curriculum of different subjects 	<ul style="list-style-type: none"> • School-based teaching packages for LS and other subjects including Chinese and English Electives prepared 	<ul style="list-style-type: none"> • Subject evaluation reports • Teachers' Evaluation & sharing meetings & reports 	Whole year	Subject panels	Time for teachers to attend training
	<ul style="list-style-type: none"> • Organize PSHE Week to provide students the opportunities to 	<ul style="list-style-type: none"> • SLP finalized 		March-April	PSHE KLA	

	consolidate & apply the skills they learn						
	<p><u>OLE</u></p> <ul style="list-style-type: none"> Review & enhance the curriculum of OLE 	OLE Curriculum ready	OLE meetings	Whole year	OLE Co-ordinator NSS Committee		
	<ul style="list-style-type: none"> Run formal OLE leadership/ team skills training programmes 	Student leaders can be equipped for key roles in the coming programmes	Students' & teachers' feedback	July – August 2010	OLE Co-ordinator NSS Committee	Alumni	
	<p><u>Administration</u></p> <ul style="list-style-type: none"> Employ contract teachers to create space for teachers 	Teachers can plan lessons & teaching materials & enhance their knowledge & skills in the teaching of the new curriculum	Evaluation reports & Teachers' feedback	Whole year	<ul style="list-style-type: none"> Principal Vice principals NSS Committee 	Teacher Professional Preparation Grant	
	<ul style="list-style-type: none"> Finalise for SLP 	Students' achievements be recorded systematically	Comparison table & report	May 2010	OLE Coordinator NSS Committee	Students' contribution	
2	Sustain good communication with stakeholders	<ul style="list-style-type: none"> Organize NSS talks and distribute NSS materials for S3 students and their parents Conduct surveys to collect opinions Update and upload NSS information onto the school website regularly 	<ul style="list-style-type: none"> Stakeholders well informed of the progress of NSS preparation of the school NSSC be fine-tuned to suit students' interest and parents' expectations 	Stakeholders' feedback	Whole year	<ul style="list-style-type: none"> NSS Committee 	<ul style="list-style-type: none"> Budget for the talks and surveys