

**YUEN LONG MERCHANTS  
ASSOCIATION SECONDARY SCHOOL**

**Annual School Plan**

**2024/25**

# **School Vision and Mission**

- We will be collaborative in all respects to provide a positive, stimulating, supportive, aesthetic and harmonious learning environment.
- We are committed to educating students in the areas of intellectual, physical, social, moral, aesthetic and emotional development.
- We aim to fulfill the school motto 'Integrity, Simplicity, Diligence, Perseverance' by co-operating with parents in building the minds and characters of students.

# **YUEN LONG MERCHANTS ASSOCIATION SECONDARY SCHOOL**

## **Annual School Plan**

**2024/25**

### **Major Concerns**

1. To boost the scholastic achievements of students
2. To provide holistic student development and uphold our whole-person education

**1. Major Concern : To boost the scholastic achievements of student**

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required	Seven Learning Goals	Values Education
<b>(If the school has a practical need to adjust the targets/implementation strategies/success criteria/methods of evaluation in the annual school plan, please mark it with ★ for information and follow-up by subject panels and functional committees.)</b>								
<ul style="list-style-type: none"> <li>To enhance students' self-directed learning ability</li> </ul>	<ul style="list-style-type: none"> <li>To adopt diverse learning and teaching strategies for active student engagement:                             <ul style="list-style-type: none"> <li>Design tasks that empower students to self-select appropriate items in their assignments</li> <li>Assign learning and teaching materials for self-directed learning, e.g., pre-lesson tasks, tasks on online learning platforms, note-to-self corners</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Self-directed learning being incorporated into the subject department's scheme of work</li> <li>Students taking a more active role in their learning</li> <li>More student-centred activities being incorporated into the teaching</li> </ul>	<ul style="list-style-type: none"> <li>Evaluation meetings</li> <li>Assignment inspection</li> <li>Lesson observation</li> </ul>	<ul style="list-style-type: none"> <li>Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>Heads of Departments</li> </ul>		<ul style="list-style-type: none"> <li>Information Literary</li> <li>Generic Skills</li> <li>Language Proficiency</li> <li>Breadth of Knowledge</li> <li>National and Global Identity</li> </ul>	<ul style="list-style-type: none"> <li>Perseverance</li> <li>Responsibility</li> <li>Diligence</li> </ul>
<ul style="list-style-type: none"> <li>To further cultivate students' reading habit</li> </ul>	<ul style="list-style-type: none"> <li>To promote reading through class-based sharing</li> <li>To cultivate a vibrant reading culture by providing access to a diverse range of reading materials                             <ul style="list-style-type: none"> <li>Provide access to online reading platforms: ePointPlus, LightSail</li> <li>Newspaper subscriptions</li> <li>Design tasks that allow students to engage with the reading materials in various subjects</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Increased student engagement and enthusiasm for reading</li> <li>Increased library usage and borrowing of reading materials</li> <li>Increased utilization of online reading platforms among students</li> </ul>	<ul style="list-style-type: none"> <li>Collection of feedback from teachers and students</li> </ul>	<ul style="list-style-type: none"> <li>Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>Reading Team</li> <li>Head of Year Team</li> <li>Heads of Department</li> </ul>	<ul style="list-style-type: none"> <li>Online reading platforms</li> <li>Newspaper subscriptions</li> </ul>	<ul style="list-style-type: none"> <li>Information Literary</li> <li>Generic Skills</li> <li>Language Proficiency</li> <li>Breadth of Knowledge</li> <li>National and Global Identity</li> </ul>	<ul style="list-style-type: none"> <li>Perseverance</li> <li>Responsibility</li> <li>National Identity</li> <li>Commitment</li> <li>Diligence</li> </ul>

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required	Seven Learning Goals	Values Education
<ul style="list-style-type: none"> <li>To help students reach their full potential and beyond in their studies</li> </ul>	<ul style="list-style-type: none"> <li>To implement flexible grouping strategies that cater to higher and lower achievers               <ul style="list-style-type: none"> <li>Adopt different strategies to cater for learner diversity, e.g., designing school-based teaching materials</li> <li>Offer a range of consolidation and enhancement classes for different subjects</li> </ul> </li> <li>To establish a talent pool comprising students with diverse academic achievements and special talents</li> <li>To expand access to gifted programs and STEAM education initiatives, cultivating and stretching students' full potential</li> <li>To implement a variety of extended learning activities that unleash students' potential               <ul style="list-style-type: none"> <li>Organize different co-curricular activities and competitions, e.g., English Speaking Days, English Week</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Selected students demonstrating growth and development in specialized areas</li> <li>Selected students showing good progress in learning</li> <li>Students actively participating in a range of co-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>Collection of teachers' feedback</li> <li>Assignment inspection</li> <li>Lesson observation</li> <li>Analysis of students' results</li> </ul>	<ul style="list-style-type: none"> <li>Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>Catering for Diverse Learning Needs Team</li> <li>STEAM Education Team</li> <li>Co-curricular Activities Team</li> <li>Career &amp; Life Exploration Team</li> </ul>		<ul style="list-style-type: none"> <li>Generic Skills</li> <li>Language Proficiency</li> <li>Breadth of Knowledge</li> </ul>	<ul style="list-style-type: none"> <li>Perseverance</li> <li>Responsibility</li> <li>Diligence</li> </ul>

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required	Seven Learning Goals	Values Education
<ul style="list-style-type: none"> <li>To empower students to develop the habit of mindful reflection on their learning</li> </ul>	<ul style="list-style-type: none"> <li>To offer more opportunities for self-reflection and goal setting, especially for S1 students <ul style="list-style-type: none"> <li>Encourage students to undertake self-reflection tasks and utilize self-evaluation checklists</li> </ul> </li> <li>To leverage PowerBI data for enhanced insights in academic progress</li> </ul>	<ul style="list-style-type: none"> <li>Students recognizing their strengths and weaknesses as well as analysing the effectiveness of their learning strategies</li> <li>PowerBI data utilized to show students and parents the academic progress</li> </ul>	<ul style="list-style-type: none"> <li>Assignment Inspection</li> <li>Collection of teachers' feedback</li> <li>Evaluation Meetings</li> </ul>	<ul style="list-style-type: none"> <li>Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>Learning and Teaching Committee</li> <li>Student Development Committee</li> <li>School Administration Committee</li> </ul>		<ul style="list-style-type: none"> <li>Generic Skills</li> <li>Language Proficiency</li> <li>Breadth of Knowledge</li> <li>Life Planning</li> </ul>	<ul style="list-style-type: none"> <li>Perseverance</li> <li>Responsibility</li> <li>Commitment</li> <li>Diligence</li> </ul>
<ul style="list-style-type: none"> <li>To enhance the academic atmosphere in the campus</li> </ul>	<ul style="list-style-type: none"> <li>To further showcase students' distinguished academic achievements <ul style="list-style-type: none"> <li>Continue to organize prize-presentation sessions in the morning assemblies</li> <li>Put up students' good works on display boards</li> </ul> </li> <li>To encourage peer sharing of academic accomplishments and experiences in personal growth periods</li> </ul>	<ul style="list-style-type: none"> <li>Prize-presentation sessions being incorporated in the morning assemblies</li> <li>A range of students' work samples being displayed on the school board</li> </ul>	<ul style="list-style-type: none"> <li>Collection of teachers' feedback</li> </ul>	<ul style="list-style-type: none"> <li>Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>Heads of Departments</li> <li>Head of Year Team</li> </ul>		<ul style="list-style-type: none"> <li>Life Planning</li> <li>Generic Skills</li> </ul>	<ul style="list-style-type: none"> <li>Perseverance</li> <li>Responsibility</li> <li>Commitment</li> <li>Diligence</li> </ul>
<ul style="list-style-type: none"> <li>To enhance national security education</li> </ul>	<ul style="list-style-type: none"> <li>To comprehensively embed the learning content of national security education in all Key Learning Areas (KLAs)</li> <li>To promote collaboration among KLAs</li> </ul>	<ul style="list-style-type: none"> <li>National Security Education elements incorporated into Schemes of Work in different KLAs</li> </ul>	<ul style="list-style-type: none"> <li>Collection of sample materials</li> <li>Collection of students' samples</li> <li>Evaluation meetings</li> </ul>	<ul style="list-style-type: none"> <li>Throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>Heads of Department</li> <li>National Education Team</li> </ul>		<ul style="list-style-type: none"> <li>National and Global Identity</li> </ul>	<ul style="list-style-type: none"> <li>National Identity</li> <li>Commitment</li> <li>Law-abidingness</li> </ul>

**2. Major Concern: To provide holistic student development and uphold our whole-person education**

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required	Seven Learning Goals	Values Education
<p><b>(If the school has a practical need to adjust the targets/implementation strategies/success criteria/methods of evaluation in the annual school plan, please mark it with ★ for information and follow-up by subject panels and functional committees.)</b></p>								
<ul style="list-style-type: none"> <li>To enhance teachers' expertise in discerning students' problems</li> </ul>	<ul style="list-style-type: none"> <li>To conduct more professional development workshops for teachers to develop their skill in identifying and addressing students with emotional needs</li> <li>To set out more comprehensive guidelines that outline roles and responsibilities of class teachers in providing individualized support for students</li> <li>To regularly recommend mentoring-related courses to teachers</li> <li>To provide teachers with more resources about mental well-being</li> <li>To create a platform for improved communication regarding student support among class teachers</li> </ul>	<ul style="list-style-type: none"> <li>Students demonstrating progress or improvement in mental health areas, e.g. having a more positive outlook</li> <li>Increased provision of individualized support for more students</li> <li>Teachers being better equipped with knowledge about mental well-being</li> <li>Improved communication and enhanced collaboration among class teachers</li> </ul>	<ul style="list-style-type: none"> <li>Evaluation Meetings</li> <li>Interviews</li> <li>Collection of teachers' feedback</li> </ul>	<ul style="list-style-type: none"> <li>Through-out the year</li> </ul>	<ul style="list-style-type: none"> <li>Student Development Committee</li> <li>Accountability &amp; Quality Assurance Committee</li> </ul>	<ul style="list-style-type: none"> <li>Healthy Lifestyle</li> <li>Life Planning</li> <li>National and Global Identity</li> <li>Information Literacy</li> </ul>	<ul style="list-style-type: none"> <li>Respect for Others</li> <li>Care for Others</li> <li>Empathy</li> <li>Filial Piety</li> <li>Perseverance</li> </ul>	

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required	Seven Learning Goals	Values Education
<ul style="list-style-type: none"> <li>To promote and preserve our collective Massian values, nurturing students to become humble learners, responsible citizens, and visionary global leaders</li> </ul>	<ul style="list-style-type: none"> <li>To utilize internal and external experiential learning opportunities tailored to students' individual preferences and needs <ul style="list-style-type: none"> <li>Continue to encourage students to participate in external competitions</li> </ul> </li> <li>To encourage active student engagement in class-based and interdisciplinary activities <ul style="list-style-type: none"> <li>Organize a range of co-curricular activities e.g., English x LAC Days, inter-class/ inter-house competitions</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Increased participation in external competitions and co-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>Evaluation Meetings</li> <li>Collection of teachers' feedback</li> <li>Collection of attendance records</li> </ul>	<ul style="list-style-type: none"> <li>Through-out the year</li> </ul>	<ul style="list-style-type: none"> <li>Learning and Teaching Committee</li> <li>Student Development Committee</li> <li>Internal and External Relationship Committee</li> </ul>		<ul style="list-style-type: none"> <li>Life Planning</li> <li>Information Literary</li> <li>Generic Skills</li> <li>National and Global Identity</li> </ul>	<ul style="list-style-type: none"> <li>Perseverance</li> <li>Respect for Others</li> <li>Responsibility</li> <li>Commitment</li> <li>Integrity</li> <li>Law-abidingness</li> <li>Empathy</li> <li>Unity</li> <li>Filial Piety</li> </ul>
<ul style="list-style-type: none"> <li>To enhance students' leadership skills</li> </ul>	<ul style="list-style-type: none"> <li>To introduce Club Days</li> <li>To develop and implement a leadership training program for student leaders <ul style="list-style-type: none"> <li>Continue to implement the Toastmasters Youth International Programme</li> </ul> </li> <li>To promote stress-relief practices such as mindfulness, exercise and self-care for enhanced mental well-being</li> </ul>	<ul style="list-style-type: none"> <li>Club Days being organized throughout the academic year</li> <li>More Toastmasters meetings being chaired by students.</li> <li>Students utilizing stress-relief practices learnt</li> </ul>	<ul style="list-style-type: none"> <li>Evaluation Meetings</li> <li>Collection of teachers' feedback</li> <li>Collection of participants' feedback</li> <li>Collection of attendance records</li> </ul>	<ul style="list-style-type: none"> <li>Through-out the year</li> </ul>	<ul style="list-style-type: none"> <li>Learning and Teaching Committee</li> <li>Student Development Committee</li> </ul>		<ul style="list-style-type: none"> <li>Life Planning</li> <li>Information Literary</li> <li>Generic Skills</li> <li>National and Global Identity</li> </ul>	<ul style="list-style-type: none"> <li>Perseverance</li> <li>Respect for Others</li> <li>Responsibility</li> <li>Commitment</li> <li>Integrity</li> <li>Empathy</li> <li>Unity</li> <li>Filial Piety</li> </ul>