

The ELCHK Yuen Long Lutheran
Secondary School



Annual School Plan
2019-2020

School Mission

The school is a Christian school founded by the Evangelical Lutheran Church of Hong Kong in 1959. Its purpose is to follow the commands of the Lord Jesus Christ, preach the gospel, deliver sacraments, nurture believers and serve people. The school has been established for 61 years and aims to serve Yuen Long young students to spread the gospel. The mission is as follows:

1. Bearing witness to Jesus Christ
 - (1) To nurture students with holistic Christian education so that they can bear witness to Jesus Christ and glorify God.
 - (2) To build a Christian school with love and care.
2. Offering quality education
 - (1) To create an excellent learning environment.
 - (2) To implement effective learning and arouse students' interest in learning and cultivate students' sense of belonging to school.
 - (3) To develop students' multiple intelligences.
3. Nurturing new talents
 - (1) To cultivate students' open-mindedness and passion to new things, so that they can grasp contemporary issues and have good adaptability.
 - (2) To help students have a better understanding on the importance of life-long learning and train them with analytical mind, creativity, problem-solving ability and self-learning capacity.
 - (3) To equip students to handle things independently, have good interpersonal skills and be cooperative in communal life, and nurture them to love God and people.
 - (4) To foster students' enthusiasm for life and striving for excellence.

The ELCHK Yuen Long Lutheran Secondary School Annual School Plan 2019-2020

Major Concerns:

- 1. Uniting Lutherans**
- 2. Strengthening Pedagogical Approaches and Support to Raise Teaching Effectiveness**
- 3. Enhancing the Virtues of Lutherans**

The ELCHK Yuen Long Lutheran Secondary School Annual School Plan (19-20)

Theme : Excellence with Love

Major concern 1 : Uniting Lutheranians

Target 1 To strengthen the bond between the school and alumni			
Strategies / Tasks	Success Criteria	Person-in-charge/ Committee	Resources required
1.1 Form the Alumni Representatives Group each year. ♦ Through the school anniversary activities to gather the alumni representatives. ♦ Starting from 2017/18, members of the Graduation Dinner Committee are invited to be the alumni representatives.	♦ Within 3 years, a group of representatives from each graduation year (at least 15 years) can be formed with not less than 3 people in a group.	School Partnership Committee	
1.2 Refine the recruitment of alumni members. ♦ Refine the e-payment system, simplify the application procedures. ♦ Refine the application form of Alumni Association members, encourage the graduates to become associate members and so increase the number of associate members of Alumni Association.	♦ The growth of Alumni Association members is not less than 10%.	School Partnership Committee	
1.3 Refine the communication with alumni. ♦ Enhance communication with alumni with the use of SMS. ♦ Contact alumni not less than 10 times annually. ♦ Our school official Facebook page is created which updated news will be released.	♦ 80% of alumni agree that the communication with alumni can help them to receive the latest information of school and alumni activities.	School Partnership Committee, School Promotion Committee	
1.4 Organize Lutheranians Homecoming Day each year to unite alumni. ♦ Organize different ball matches of Alumni Cup so as to attract more alumni.	♦ Not less than 50 alumni from different graduation years attend the school public activities.	School Partnership Committee, Alumni Association	

Major Concern 2: Strengthening Pedagogical Approaches and Support to Raise Teaching Effectiveness

Target 1 To promote the culture of lesson studies			
Strategies / Tasks	Success Criteria	Person-in-charge/ Committee	Resources required
1.1 Each subject conducts a focused lesson study on active learning. <ul style="list-style-type: none"> ◆ Conduct lesson study in each form for each subject. Teachers will discuss the learning objectives with others and the learning and teaching strategies through peer evaluation. 	<ul style="list-style-type: none"> ◆ Conduct at least 2 lesson studies in two forms in each subject. ◆ Complete the work as scheduled. ◆ 90% of teachers concerned agree the policy can enhance the students' learning effectiveness. 	Academic and Curriculum Development Committee, Heads of Departments	
1.2 Establish development groups in Chinese, English, Mathematics and Liberal Studies to evaluate teaching effectiveness. <ul style="list-style-type: none"> ◆ Each development group proposes concrete enhancement schemes to be discussed in the Academic and Curriculum Development Committee meetings and implement the schemes on schedule. 	<ul style="list-style-type: none"> ◆ 90% of teachers concerned agree the policy can enhance students' learning effectiveness. 	Academic and Curriculum Development Committee, Subject Development Group	
1.3 Set up Professional Lesson Observation Team so as to facilitate teachers' professional exchange. <ul style="list-style-type: none"> ◆ "Professional Lesson Observation Team" will conduct cross-subject and developmental lesson observations, promote good practice of learning and teaching strategies among subjects, increase the internal and external exchange of subjects, and so the whole-school overall teaching and learning strategy. ◆ Some teachers will attend the lectures of "Active Learning" and "Effective Lesson" taught by the Principal. 	<ul style="list-style-type: none"> ◆ Professional Lesson Observation Team conducts lesson observation not less than 5 subjects. ◆ Professional Lesson Observation Team observes not less than 10 lessons. ◆ 90% of teachers concerned agree the policy can enhance the effectiveness in teaching and learning. 	Academic and Curriculum Development Committee, Staff Development Committee	
1.4 Optimize the system of Principal Observation. Set focus before class, and discuss the performance in class and after-class.	<ul style="list-style-type: none"> ◆ 90% of relevant teachers agree that the measure can enhance the effectiveness of teaching and learning. 	Academic and Curriculum Development Committee, Staff Development Committee	

Target 2 To foster the culture of self-study			
Strategies / Tasks	Success Criteria	Person-in-charge/ Committee	Resources required
<p>2.1 All departments and committees should enrich the culture of active learning.</p> <ul style="list-style-type: none"> Principal conducts lesson observation and share the review in the Academic and Curriculum Development Committee Meeting, Heads of Departments Meeting and Staff Meeting. Moral and Civil Education Committee, Religion Committee, Extra-curricular Activities Committee, Counseling Committee and Arts Development Committee develop a methodology to encourage “active learning” and conduct mid-term and whole-year reviews. 20% of the lesson time is used to promote “Subject-based Active Learning Strategies” in each subject and each form. 	<ul style="list-style-type: none"> Not less than 15 teachers have conducted lesson observations. Complete the work as scheduled. 90% of teachers adopt “active learning” in class with satisfactory performance. Moral and Civic Education Committee, Religion Committee, Extra-curricular Activities Committee, Counseling Committee and Arts Development Committee have developed a methodology to encourage “active learning” and conduct mid-term and whole-year reviews. 	Principal, Vice-Principals, Heads of Departments and Related Committees	
<p>2.2 Enhance students’ self-study ability and refine their learning habits, including lesson preview, personal notes-processing, time management and the use of tablet software.</p> <ul style="list-style-type: none"> Arrange workshops for S1 students about note-processing to boost their learning confidence. 80% of participating students agree that the workshop can boost their learning confidence. Each department formulates and implements methods of students’ notetaking and lesson preview. Each department introduces at least three e-learning software/ platform/ materials for students to conduct self-study. 	<ul style="list-style-type: none"> Workshops about note-processing for S1 students are arranged, and 85% of participating students agree that the workshop can boost their learning confidence. S1 to S5 can make notes by themselves. Complete the work as scheduled. 	Academic and Curriculum Development Committee, Heads of Departments	

<p>2.3 Increase the number of books in the library to cater for a better teaching environment for different subjects.</p> <ul style="list-style-type: none"> ◆ Head of Student Knowledge Promotion Committee and Heads of Departments draft plans and strategies in book purchase and planning of the books stored in the library. 	<ul style="list-style-type: none"> ◆ The number of English books increases by not less than 10% when compared to last year. 	<p>Student Knowledge Promotion Sub-Committee</p>	
<p>2.4 Refine the BYOD policy.</p> <ul style="list-style-type: none"> ◆ Consolidate BYOD pilot scheme and formulate relevant policies to facilitate e-learning and active learning. ◆ Review and refine the policy. ◆ Devise a policy to assist students in borrowing and purchasing the electronic device for learning. ◆ Evaluate the e-learning teaching plan of each subject. 	<ul style="list-style-type: none"> ◆ Complete the work as scheduled. ◆ For main subjects, at least a total of 20 times of the e-learning teaching plan in 3 forms are set while for other subjects, at least a total of 20 times in 2 forms are set. 	<p>Information and Technology Committee</p>	
<p>2.5 Provide room for students to refresh themselves and relive their stress.</p> <p>a. Set up guidelines for Refreshing Day</p> <ul style="list-style-type: none"> ◆ Organize Refreshing Day regularly each month and review the policy. ◆ Review and formulate the arrangement of supplementary lessons in senior form. ◆ Formulate and review the arrangement of elite, level-up and remedial classes. <p>b. Refine the arrangement of senior form examination.</p> <ul style="list-style-type: none"> ◆ Refine the arrangement of S6 Practice Paper Assessment. 	<ul style="list-style-type: none"> ◆ Complete the work as scheduled. ◆ 90% of teachers concerned are satisfied with the arrangement. 	<p>Academic and Curriculum Development Committee, Student Affairs Committee</p>	

Major Concern 3: Enhancing the Virtues of Lutheranians

Target 1: To refine the value education in curriculum			
Strategies / Tasks	Success Criteria	Person-in-charge/ Committee	Resources required
<p>1.1 Strengthen the reflective element of junior form Religious Education lessons and senior form Religious Ethics lessons.</p> <ul style="list-style-type: none"> ◆ Refine the lesson observation evaluation form that based on the focused Lutheranians' virtues. ◆ Incorporate student reflection in teaching content and engage students in deeper reflection and sharing. ◆ Incorporate Value Education into junior forms Religious Education and senior forms Religious Ethics lessons, strengthen the focused Lutheranians' virtues that based on faith in the school year of 2019-2020. 	<ul style="list-style-type: none"> ◆ 80% of teachers concerned agree that the lesson observation form can strengthen students' reflection ability. ◆ 85% of students concerned agree the sharing of teaching and learning can enable them to understand different life values. ◆ Complete the work as scheduled. 	<p>Student Affairs Committee, Religion Committee, Subject teachers of Religious Education and Religious Ethics Lessons</p>	
<p>1.2 The relevant committees under Student Affairs Committee participate in the lesson study of junior form Religious Education and senior form Religious Ethics lessons.</p>	<ul style="list-style-type: none"> ◆ The relevant committees under Student Affairs Committee conduct at least 2 times of lesson study on junior form Religious Education and senior form Religious Ethics lessons. ◆ 90% of teachers concerned think that lesson study and exchange can help to deepen the value education in formal curriculum. 	<p>Student Affairs Committee, Religion Committee, Subject teachers of Religious Education and Religious Ethics</p>	
<p>1.3 Incorporate value education elements in subject and relevant activities.</p> <ul style="list-style-type: none"> ◆ Inter-house Competition like Chinese/English Writing Competition which the values of the four houses are set as topics. ◆ English Department organizes Inter-house Writing Competition. ◆ Incorporate value education elements in Chinese Writing. ◆ Arrange an arts design activity that aligns with the focused values. ◆ Invite students to share life values in the 	<ul style="list-style-type: none"> ◆ Relevant activity and competition contain at least three important core values. ◆ Post at least three excellent articles on school website and library notices. ◆ Exhibit piece of artwork that contains at least three core values. ◆ 85% of students concerned agree the activities can increase their understanding of the core values. ◆ Religion Committee, Extra-Curricular Activities Committee, Discipline Committee, Counseling Committee and Moral and Civic Education 	<p>Chinese Department, English Department, Moral and Civic Education Committee, School Promotion Committee, Student Knowledge Promotion Sub-Committee, Visual Arts Department, Chinese History Department, History</p>	

<p>morning assembly.</p> <ul style="list-style-type: none"> ◆ Incorporate the values in the teaching of Chinese History, History, Geography and Liberal Studies. ◆ Religion Committee, Extra-Curricular Activities Committee, Discipline Committee, Counseling Committee and Moral and Civic Education Committee evaluate the effectiveness of Lutherani-ans' values and suggest concrete recommendations. 	<p>Committee evaluate the effectiveness of promoting Lutherani-ans' values and propose recommendations for improvement.</p>	<p>Department, Geography Department and Liberal Studies Department</p>	
Target 2 To promote social services to nurture Lutherani-ans' virtues			
Strategies / Tasks	Success Criteria	Person-in-charge/ Committee	Resources required
<p>2.1 Reinforce the planning and coordination of service learning for junior and senior form students.</p> <ul style="list-style-type: none"> ◆ Arrange social service that is linked to the learning for S2 students. ◆ Arrange direct service for S4 students. ◆ Create a position of Social Service Director, to organize a Social Service Leaders Union, to help coordinate the whole-school social service programme, and so strengthen the promotion of social service education. 	<ul style="list-style-type: none"> ◆ Starting from 18-19, all senior students have attended at least one social service within three years. ◆ Not less than 80% of social service is direct service. ◆ Not less than 80% of students concerned agree that the Social Service Leaders Union can help strengthen their ability of leadership. 	<p>Extra-Curricular Activities Committee , Guardian Angels Team and Religion Committee</p>	
<p>2.2 Reform the school social service groups so as to organize more comprehensive and systematic service learning activities.</p> <ul style="list-style-type: none"> ◆ Encourage the social service student leaders to set annual service theme or service target, encourage them to actively learn and understand the society's needs. 	<ul style="list-style-type: none"> ◆ 90% of teachers concerned agree that the reformed student organizations can help to organize more comprehensive and systematic service learning activities. ◆ 80% of students concerned agree that setting the annual service theme or service target can encourage them to actively learn and understand the society's needs. 	<p>Extra-Curricular Activities Committee, Social Service Group</p>	

Target 3 To enrich the religious atmosphere			
Strategies / Tasks	Success Criteria	Person-in-charge/ Committee	Resources required
3.1 Establish the habit of morning prayer and lunch prayer, more teachers and students can be involved. ♦ Start to train students to pray in English	<ul style="list-style-type: none"> ♦ Arrange not less than one session of teacher and students' "Quiet Time" each week during the morning prayer. ♦ This policy will be extended to S1-S3 in 2019-20 and will be implemented continuously. 	Religion Committee	
3.2 Refine the training of student fellowship members and religion officers in class.	<ul style="list-style-type: none"> ♦ Arrange not less than 20 times of student fellowship trainings held by external organizations. Conduct regular meetings for fellowship members and each class religion officer so as to enrich the religious atmosphere and care. ♦ 80% of teachers concerned agree the policy helps to refine the training of student fellowship members and religion officers. 	Religion Committee	
3.3 Further promote Lutherans' values in worship and religious activities.	<ul style="list-style-type: none"> ♦ 80% of the religious activities are linked to Lutherans' values and organized by students. 	Religion Committee	
3.4 Cooperate with Tin Yiu Life to conduct S1 Worship and Blessing Ceremony, and the Ceremony of Student Leaders Inauguration.	<ul style="list-style-type: none"> ♦ S1 Worship and Blessing Ceremony ,and Student Leaders Inauguration are organized each year and the engagement of Christian students is reinforced. The religious atmosphere of school and religious commitment of students are further enhanced. 	Religion Committee	

**The ELCHK Yuen Long Lutheran Secondary School
2019-2020 Capacity Enhancement Grant**

Aspect of Learning/ Department	Objectives	Plan	Appropriation (\$)
1. Chinese Language	1,3,4	To employ experienced tutors who are responsible for S5 and S6 remedial classes, oral practices, sowers action and poems/fictions writing classes.	\$59,400.00
2. English Language	1,3,4	To employ experienced tutors who are responsible for S4 English Oral Summer Intensive Classes, S2 English Elite classes and S5- S6 level-up classes.	\$47,820.00
3. Mathematics	1,3,4	To employ tutors who are responsible for elite classes, S5 to S6 level-up classes and remedial class.	\$50,000.00
4. Physical Education	4	To employ coaches who are responsible for ball games training, indoor rowing team and fencing team.	\$107,100.00
5. Education	2,4	To employ two administrative assistants to support students' personal growth and administrative duties of the school.	\$607,896.00
		Total	\$872,216.00

Objectives : (1) Enhancing students' language proficiency;
 (2) Curriculum development, including SBA and integration of information technology in teaching;
 (3) Cultivating students' problem solving skills and higher-order thinking;
 (4) Coping with the diverse and special learning needs of students with varied abilities, ranging from the gifted ones to those with learning difficulties.

2019-2020 Senior Secondary Curriculum Support Grant

	Plan	Appropriation (\$)
1.	To employ two teachers to support the new senior secondary curriculum.	\$960,000.00
	Total	\$960,000.00

2019-2020 Diversity Learning Grant for New Senior Secondary Students

	Plan	Appropriation (\$)
1.	“Global Classroom” – To strengthen students’ confidence and motivation in learning English, and nurture them to become leaders of the future.	\$70,000.00
2.	Talent Pool (Academic Affairs)	\$50,000.00
3.	Gifted Education (Music, Physical Education, Visual Arts Gifted Education Scheme)	\$20,000.00
	Total	\$140,000.00

2019-2020 Budget of Diversity Learning Grant for New Senior Secondary Students

Surplus of 2018-2019 : \$80,308.86 Grant received in 2019-2020 : \$105,000.00 Total Grant for 2019-2020 : \$185,308.86

2019-2020 Composite Information Technology Grant

Plan	Expected Results	Appropriation (\$)
Internet Service	To facilitate teachers and students to adopt E-learning during the lesson, 100M internet would be provided by the service provider.	\$17,000.00
Mobile Computer Devices	To promote e-learning in class, around 100 mobile computer devices will be purchased to facilitate the teaching and learning.	\$320,000.00
IT Equipment	To strengthen the teaching and learning effectiveness, the school would purchase different software and equipment. To ensure the quality of the IT equipment, part of the budget would be reserved for maintenance.	\$126,258.00
	Total	\$463,258.00

The ELCHK Yuen Long Lutheran Secondary School
Proposal for Deployment of Learning Support Grant 2019-2020

2019/2020 Funding: \$486,948.00(Estimated) 2018/19 balance: \$94,007.42 2019/20 available amount: \$486,948.00 + \$94,007.42 = \$580,955.42(Estimated)

Domain	Major Concern	Proposed plan	Expected outcomes	Proposed schedule	Resources	Assessment criteria	Assessment method	Person in charge
1. Speech Therapy Service	To enhance students' speech and communication skills	To purchase professional school-based speech therapy service (On average 16 sessions per person each year)	1. To enhance the school's inclusive climate 2. To provide professional support for SEN students	September, 2019- August, 2020	Service Fee \$21,600.00	Improvement in communication skills for all students who have undertaken the service	Speech Therapist's observation and professional assessment	Ms. OY Lin Ms. MH Chow
2. Inclusive activities	To enhance the school's inclusive climate	To purchase professional school-based services for talks or activities (whole-school or some forms of students)			Activity Fee \$1,000.00	80% of students agree on the enhancement of the school's inclusive climate	Questionnaire	
3. Recruiting Student Counsellor	To facilitate student support programs. To strengthen students' ability in handling academic difficulties.	To assist SEN students and help organize support groups and activities			Annual Salary \$264,000.00	Student Counsellor performs with excellence	Regular review on performance and year-end appraisal	
4. Recruiting Part Time School-based Clinical Psychologist	To provide emotional support and counselling to students with emotional needs	To purchase professional school-based clinical psychology services (30 sessions per year, allocated according to individual needs)			Service Fee \$100,800.00	Clinical psychologist performs with excellence	Clinical psychologist's professional assessment	
5. Purchase of learning resources and equipment	To enhance the effectiveness of activities	/			\$928.50	/	/	

Other Supporting Groups							
1. Developmental groups	To enhance students' social skills, and their understanding of communication and getting along with others on different occasions	To invite students with individual needs to attend the activities (including group activities & Adventure-based Counseling)	1. To enhance the school's inclusive climate 2. To provide professional assistance for SEN students	September, 2019- August, 2020	\$15,000.00	80% of students who join the groups have improved their social skills and social relationships	Teachers' observation and questionnaire
2. Learning Support	To design tailor-made educational plans for students with individual needs. To assist students and colleagues in implementing and evaluating the plan.				\$32,000.00		
					Total : \$435,328.50		

2019/20 School-based After-school Learning and Support Programme
School-based subsidy- Activity Plan

A. Number of students who would benefit from this scheme : 295 (including : A. Number of students on CSSA: 60 B. No. of full-grant students on the Student Financial Assistance Scheme : 165 C. Number of discretion-based students : 70)

B. Activity Record under the School-based After-school Learning and Support Programme

Activity Name / Category	Target	Success Criteria (e.g. students' performance)	Assessment Method (e.g. Quiz, Questionnaire)	Date of Activity	Expected number of students would be benefited			Expected Expense (\$)	Service Provider / Co-organizer (If applicable)
					A	B	C		
S3-S4 English Bridging Course	To help students adapt to the new English senior curriculum.	80% of the participating students agree that this scheme helps them understand the new English curriculum and enhance their confidence in learning.	Questionnaire	7/2020- 8/2020	20	20	8	\$20,000.00	External tutors
Global Classroom	To broaden students' horizons and improve students' social skills and interpersonal relationships	80% of the students agree that the activity is effective.	Questionnaire and observation	10/2019- 7/2020	20	60	5	\$90,000.00	/
Mathematics and Science Preparatory Class	To improve students' performance in Science and Mathematics and to increase their confidence in learning.	50% of participating students get improvements in Mathematics and Science examination.	Students' performance and teachers' observation	9/2019- 6/2020	10	10	10	\$4,000.00	ELCHK Tin Shui Wai Integrated Youth Service Centre
Leadership Programme	To train student leaders and to enhance their confidence and organizational skills.	80% of participating students agree that the camp is effective.	Questionnaire	9/2019- 6/2020	30	40	20	\$10,000.00	/

Activity Name / Category	Target	Success Criteria (e.g. students' performance)	Assessment Method (e.g. Quiz, Questionnaire)	Date of Activity	Expected number of students would be benefited			Expected Expense (\$)	Service Provider / Co-organizer (If applicable)
					A	B	C		
Leaders Training Camp (Interact Club and Student Union)	To train student leaders and to improve their confidence and organizational skill.	80% of participating students agree that the camp is effective.	Questionnaire	9/2019 – 6/2020	5	15	5	\$20,000.00	/
Life-wide Learning Activity	Through cross-subjects activities and camping activities, students could broaden their horizons.	80% of participating students agree that the activity is effective.	Questionnaire	11/2019	60	165	70	\$20,000.00	/
Post-Exam Activity	Through cross-subjects activities and camping activities, students could broaden their horizons.	80% of participating students agree that the activity is effective.	Questionnaire	6/2020-7/2020	50	100	30	\$7,000.00	/
Youth Summer Training Camp (Evangelical Lutheran Church, Arts & Music)	Through the leadership training and camping, students could broaden their horizons and enhance their leadership skill.	80% of participating students agree that the training is effective.	Questionnaire	7/2020	10	10	5	\$4,000.00	/

Activity Name / Category	Target	Success Criteria (e.g. students’ performance)	Assessment Method (e.g. Quiz, Questionnaire)	Date of Activity	Expected number of students would be benefited			Expected Expense (\$)	Service Provider / Co-organizer (If applicable)
					A	B	C		
Afterschool learning activity (Voluntary Training, Arts & Cultural, Communication Skills and Learning Skills Workshops	To provide financial assistance to students for joining different afterschool learning schemes.	80% of the students concerned agree that the scheme could arouse their interests in learning.	Questionnaire	9/2019– 6/2020	50	50	0	\$2,000.00	/
Total no. of activities: : 9				@No. of man-times	255	470	153		
**Total no. of man-times: 878									

Remarks: Number of students who would benefit from this scheme: 295(including: A. Number of students on CSSA: 60 B. No. of full-grant students on the Student Financial Assistance Scheme: 165 C. Number of discretion-based students: 70 (school offers discretion for no more than 25% of students in need), 2019-2020 Budget : \$177,000.00

* Types of activities are categorized as follows: tutorial service, learning skill training, languages training, visits, art /culture activities, sports, self-confidence development, volunteer service, adventure activities, leadership training, and communication skills training courses.

@ Man-times: refers to the aggregate no. of benefitted students participating in each activity listed above.

**Total no. of man-times: the aggregate of man-times (A) + (B) + (C)

Eligible students: students in receipt of CSSA (A), SFAS full grant (B) and disadvantaged students identified by the school under the discretionary quota (not more than 25%) (C)

Promotion of Chinese History & Culture

Subsidy on the Promotion of Chinese History and Culture

Budget: \$150,000.00

Grant Expiry Date: 31 August 2020

Domain	Activities	Approved Budget	17-19 Actual Expense	19-20 Budget
To develop and purchase e-learning system and teaching and learning resources.	~~Purchase the Chinese History AR platform (programme and software)	27%(\$40,000.00)	\$40,000.00	0
To organize school-based activities so as to strengthen the Chinese History and Culture Curriculum.	~~Organize Improvised Drama ~~Organize Booth Game ~~Participate in Cultural Heritage Workshop ~~ Participate in Cultural Heritage Exchange(local)	0.6%(\$950.00)	\$950.00	0
To organize and support students to participate in inter-school activities/competitions that are related to Chinese History and Culture.	~~ Participate in Mainland Exchange Programme ~~ Participate in Inter-school Activities ~~ Participate in In-school and External Competitions	6%(\$9,450.00)	\$9,450.00	0
To build a large resource depository and e-learning resource related to Chinese history and culture.	~~Promote Chinese Literature ~~Promote Chinese History ~~Promote Chinese Orchestra culture ~~Promote Chinese Calligraphy (including the teaching and learning resources in SALep Chinese Calligraphy Class)	66.4%(\$99,600.00)	0	\$99,600.00
	Total	\$150,000.00	\$50,400.00	\$99,600.00

The ELCHK Yuen Long Lutheran Secondary School
Life-wide Learning Grant
Plan on the Use of the Grant
2019-2020 School Year

Declaration: We understand clearly the principles on the use of the Life-wide Learning Grant and, after consulting teachers on the allocation of the resources, plan to deploy the Grant for promoting the following items.

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Category 1	To organise / participate in life-wide learning activities										
1.1	To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness (e.g. field trips, arts appreciation, visits to enterprises, thematic learning day)										
Cross-KLA (e.g. STEM)	Science, Art and Language Enrichment Programme Science, Art and Language Enrichment Programmes (SALep) is implemented in S1-S2 in this academic year (2019-2020). Students will have SALep lessons during school time. S1 and S2 students are required to complete the compulsory modules, Chinese Calligraphy Class and English Drama Class respectively. From	<ul style="list-style-type: none">- To enrich students' knowledge of sciences, arts and language.- To arouse students' interests in learning.	9/2019 – 5/2020	S1-S2	<ul style="list-style-type: none">- Teachers' Questionnaire- Students' Feedback- Assessment	\$220,000.00	✓	✓	✓		✓

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
	December onwards, students may select one elective module from these modules below: Japanese Class, Korean Class, Food Science Class, Health Management Class, Chinese Calligraphy (Intermediate Level), Creative Cooking Class, Intelligent Home Technology, Responsive Web Page and Hybrid App Development, Mathematics Plus, Music Arrangement for Popular Music and Advanced English Drama. Some courses are taught by external tutors.										
Cross-KLA	S1 Note-Processing Workshop S1 students are arranged to join the S1 Note-Processing Workshop to learn the note-taking skills and apply them in lessons.	<ul style="list-style-type: none"> - To improve students' learning confidence. - To improve their performance in learning. 	09/2019	S1	- Students' Questionnaire	\$25,000.00	✓				
Language	Afterschool Language Course for Senior Form Students (Japanese/Korean/ IELTS Class) Japanese, Korean and IELTS classes are organized for senior form students.	<ul style="list-style-type: none"> - To arouse students' interests in learning different languages. - To enrich their knowledge of language. 	10/2019 -5/2020	S3-S5	- Students' Feedback	\$80,000.00					✓

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
1.2	To organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential and nurturing in students positive values and attitudes (e.g. activities on multiple intelligences; physical, aesthetic and cultural activities; leadership training; service learning; clubs and societies; school team training; uniformed groups; military camps)										
—	Arts Friday Sinfonietta, choirs, visual arts classes and performing arts classes are offered for students to join every Friday after school.	<ul style="list-style-type: none">- To foster all-round development of students.- To explore arts potential of students.	10/2019 -5/2020	S1-S5	<ul style="list-style-type: none">- Teachers' Feedback- Students' Feedback	\$444,000.00	✓		✓		
	S1 Orchestral Journey Students are assigned to learn one wind or string instrument during music lessons. In this programme, external tutors who are professional in musical instruments will teach them the performing techniques Then, students in the same class will learn to play their instruments in an orchestra setting. At the end of the programme, all students will perform in school and show their achievements.	<ul style="list-style-type: none">- To develop students' musical sense and practical instrumental playing skills.- To cultivate different virtues of Lutheranians, namely, Faith, Self-discipline, Empathy and Righteousness.	3/2020 – 5/2020	S1	<ul style="list-style-type: none">- Students' Questionnaire	\$54,000.00	✓		✓		

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
1.3	To organise or participate in non-local exchange activities or competitions to broaden students’ horizons										
	Global Classroom Students are arranged to participate in different exchange programmes throughout the year.	- To get students immersed in a diverse experiential learning sphere around the globe.	9/2019 – 8/2020	S1-S6	- Students’ Questionnaire	\$587,000.00	✓	✓			
1.4	Others										
			Estimated Expenses for Category 1			\$1,410,000.00					

Domain	Item	Purpose	Estimated Expenses (\$)
Category 2	To procure equipment, consumables and learning resources for promoting life-wide learning		
STEM			
PE			
Arts			
Others			
		Estimated Expenses for Category 2	
		Estimated Expenses for Categories 1 & 2	\$1,410,000.00

Estimated Number of Student Beneficiaries

Total number of students in the school:	961
Estimated number of student beneficiaries:	700
Percentage of students benefitting from the Grant (%):	72.8%

姊妹學校交流計劃書
2019 / 2020 學年

學校名稱：	基督教香港信義會元朗信義中學		
學校類別：	*小學 / *中學 / *特殊學校 (*請刪去不適用者)	負責老師：	呂君豪主任

擬於本學年與以下內地姊妹學校進行交流活動：	
1.	浙江省平湖市東湖中學
2.	
3.	
4.	
5.	

本校擬舉辦的姊妹學校活動所涵蓋層面及有關資料如下：

(請在適當的方格內填上✓號(可選多項)及/或在「其他」欄填寫有關資料)

甲. 管理層面 (*擬舉辦 / *不擬舉辦) (*請刪去不適用者)

交流項目			預期目標		
編號	☑	描述	編號	☑	描述
A1	<input type="checkbox"/>	探訪/考察	B1	<input type="checkbox"/>	增進對內地的認識和了解
A2	<input type="checkbox"/>	校政研討會/學校管理分享	B2	<input type="checkbox"/>	增加對國家的歸屬感/國民身份的認同
A3	<input type="checkbox"/>	會議/視像會議	B3	<input type="checkbox"/>	交流良好管理經驗和心得/提升學校行政及管理的能力
A4	<input type="checkbox"/>	與姊妹學校進行簽約儀式/商討交流計劃	B4	<input type="checkbox"/>	擴闊學校網絡
A5	<input type="checkbox"/>	其他(請註明)：	B5	<input type="checkbox"/>	擴闊視野
			B6	<input type="checkbox"/>	建立友誼/聯繫
			B7	<input type="checkbox"/>	訂定交流計劃/活動詳情
			B8	<input type="checkbox"/>	其他(請註明)：

乙. 教師層面（*擬舉辦 / *不擬舉辦）(*請刪去不適用者)

交流項目			預期目標		
編號	<input checked="" type="checkbox"/>	描述	編號	<input checked="" type="checkbox"/>	描述
D1	<input type="checkbox"/>	探訪/考察	E1	<input type="checkbox"/>	增進對內地的認識和了解
D2	<input type="checkbox"/>	觀課/評課	E2	<input type="checkbox"/>	增加對國家的歸屬感/國民身份的認同
D3	<input type="checkbox"/>	示範課/同題異構	E3	<input type="checkbox"/>	建立學習社群/推行教研
D4	<input type="checkbox"/>	遠程教室/視像交流/電子教學交流	E4	<input type="checkbox"/>	促進專業發展
D5	<input type="checkbox"/>	專題研討/工作坊/座談會	E5	<input type="checkbox"/>	提升教學成效
D6	<input type="checkbox"/>	專業發展日	E6	<input type="checkbox"/>	擴闊視野
D7	<input type="checkbox"/>	其他(請註明):	E7	<input type="checkbox"/>	建立友誼/聯繫
			E8	<input type="checkbox"/>	其他(請註明):

丙. 學生層面（*擬舉辦 / *不擬舉辦）(*請刪去不適用者)

交流項目			預期目標		
編號	<input checked="" type="checkbox"/>	描述	編號	<input checked="" type="checkbox"/>	描述
G1	<input type="checkbox"/>	探訪/考察	H1	<input checked="" type="checkbox"/>	增進對內地的認識和了解
G2	<input type="checkbox"/>	課堂體驗	H2	<input checked="" type="checkbox"/>	增加對國家的歸屬感/國民身份的認同
G3	<input type="checkbox"/>	生活體驗	H3	<input checked="" type="checkbox"/>	擴闊視野
G4	<input type="checkbox"/>	專題研習	H4	<input checked="" type="checkbox"/>	建立友誼
G5	<input checked="" type="checkbox"/>	遠程教室/視像交流/電子學習交流	H5	<input checked="" type="checkbox"/>	促進文化交流
G6	<input type="checkbox"/>	文化體藝交流	H6	<input checked="" type="checkbox"/>	增強語言/表達/溝通能力
G7	<input type="checkbox"/>	書信交流	H7	<input checked="" type="checkbox"/>	提升自理能力/促進個人成長
G8	<input type="checkbox"/>	其他(請註明):	H8	<input checked="" type="checkbox"/>	豐富學習經歷
			H9	<input type="checkbox"/>	其他(請註明):

丁. 家長層面 (~~*擬舉辦~~ / *不擬舉辦) (*請刪去不適用者)

(註：學校不可使用姊妹學校計劃津貼支付家長在交流活動的開支)

交流項目			預期目標		
編號	<input checked="" type="checkbox"/>	描述	編號	<input checked="" type="checkbox"/>	描述
J1	<input type="checkbox"/>	參觀學校	K1	<input type="checkbox"/>	增進對內地的認識和了解
J2	<input type="checkbox"/>	家長座談會	K2	<input type="checkbox"/>	增加對國家的歸屬感/國民身份的認同
J3	<input type="checkbox"/>	分享心得	K3	<input type="checkbox"/>	擴闊視野
J4	<input type="checkbox"/>	其他(請註明)：	K4	<input type="checkbox"/>	加強家校合作
			K5	<input type="checkbox"/>	加強家長教育
			K6	<input type="checkbox"/>	交流良好家校合作經驗和心得
			K7	<input type="checkbox"/>	其他(請註明)：

擬運用的監察/評估方法如下：

編號	<input checked="" type="checkbox"/>	監察/評估方法
M1	<input type="checkbox"/>	討論
M2	<input checked="" type="checkbox"/>	分享
M3	<input type="checkbox"/>	問卷調查
M4	<input type="checkbox"/>	面談/訪問
M5	<input type="checkbox"/>	會議
M6	<input checked="" type="checkbox"/>	觀察
M7	<input type="checkbox"/>	報告
M8	<input type="checkbox"/>	其他(請註明)：

津貼用途及預算開支：

編號	<input checked="" type="checkbox"/>	交流項目	支出金額
N1	<input type="checkbox"/>	到訪內地姊妹學校作交流的費用	HK\$
N2	<input type="checkbox"/>	在香港合辦姊妹學校交流活動的費用	HK\$
N3	<input type="checkbox"/>	姊妹學校活動行政助理的薪金 (註:不可超過學年津貼額的 20%)	HK\$
N4	<input type="checkbox"/>	視像交流設備及其他電腦設備的費用	HK\$
N5	<input type="checkbox"/>	交流物資費用	HK\$
N6	<input type="checkbox"/>	在香港進行交流活動時的茶點開支(註:不可超過學年津貼額的 2%)	HK\$
N7	<input type="checkbox"/>	老師的一次入出境簽證的費用(註:不可超過學年津貼額的 1%)	HK\$
N8	<input type="checkbox"/>	其他(請註明)：	HK\$
N9	<input type="checkbox"/>	學年預計總開支	HK\$
N10	<input checked="" type="checkbox"/>	沒有任何開支	不適用

**Plan on the Use of the Promotion of Reading Grant
2019-20 School Year**

The major objectives for Promotion of Reading:

To create a reading culture and purchase books that are familiar among students.

	Item	Estimated Expenses
1.	Purchase of Books	\$70,000.00
	(✓) Printed Books	
	(✓) e-Books	
2.	Web-based Reading Schemes	/
	() e-Read Scheme	
	() Other scheme _____	
3,	Reading Activities	\$2,310.00
	() Hiring writers, professional storytellers, etc. to conduct talks	
	() Hire of service from external service providers to organise student activities related to the promotion of reading	
	() Paying the application fees for activities and competitions related to the promotion of reading	
	(✓) Subsidising students for their participation in and application for reading related activities	
4.	Other	/