

TAK NGA SECONDARY SCHOOL

Encouragement

2023-2024



School Development Plan 2022 – 2025
Annual School Plan 2023-2024

*We intend to do what is right
not only in the Lord's sight
but also in the sight of others.*
2 Corinthians 8:21

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I. Characteristics of Education provided by the Sisters

Announcers of the Lord

Our Convictions

Education, the art of reaching the very heart of a person, is a mission that requires boundless dedication of love and care. Only those who know how to touch a human heart can master this art.

We believe that a person is fundamentally religious, that is, he accepts the existence of the Creator, the origin of truth, goodness, and beauty, which all hearts are inclined to pursue. Education draws on such an inclination, and enables a person to develop his or her potentials to the full. We are deeply convinced that even the most deviant young people may repent and turn over a new leaf.

Application of Our Convictions

We absolutely agree that prevention is better than cure. We uphold the preventive measures founded by the great educator, St. John Bosco. The three key principles of his education method are: reasons, Christian faith, and love.

1. We reason with our students. The regulations we make and the measures we carry out should be equitable and easy to understand. We induce our students to learn and be good through encouragement and fervent exhortation.
2. We use Christian faith to mould our students. Different religions guide people towards different directions. In the pursuit of truth, goodness and beauty, we educate our youths to appreciate the values of the Gospel.
3. We tug at our students' heartstrings with our enduring love and care. Love is the core of our education. Only a heart can influence another heart. It is our deeds which reflect our love for our students, not our words.

II. School Vision and Mission

Vision Statement

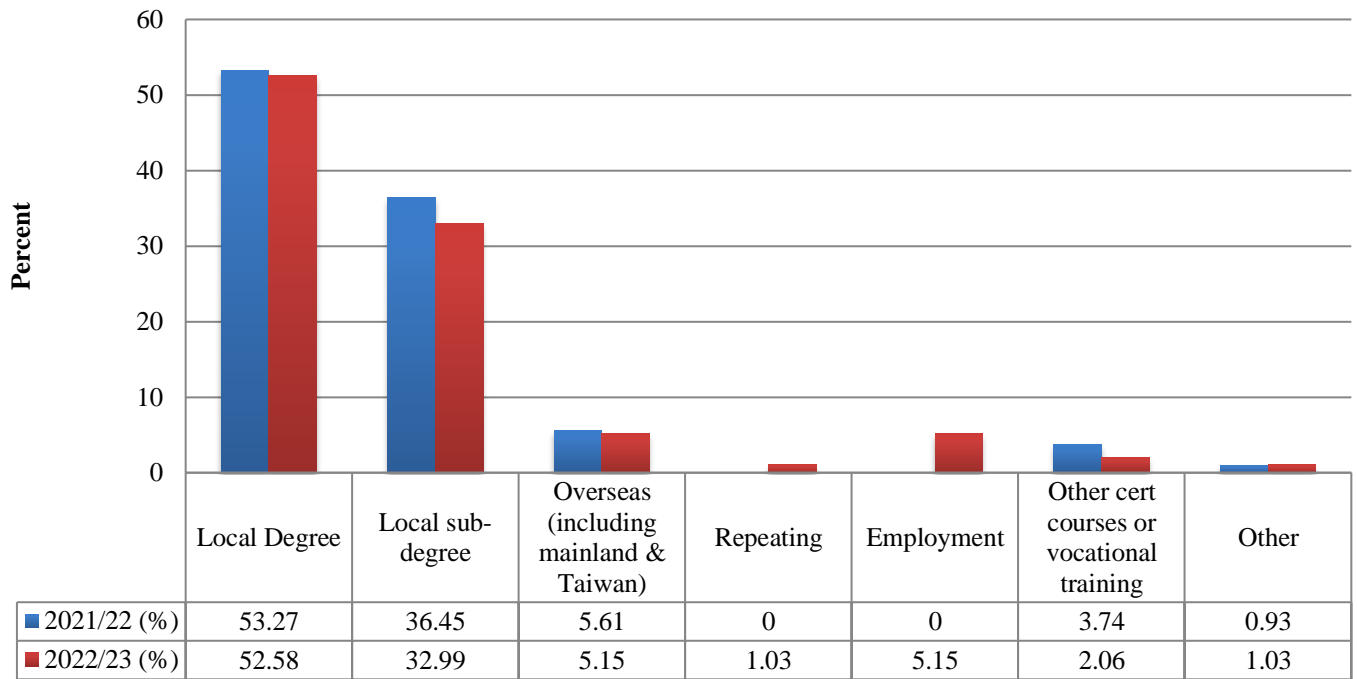
We envisage our students to develop their potential fully and be responsible global citizens who live up to our school motto: wisdom, courage, diligence and perseverance. Embracing the essence of ‘Serve the Lord in joy, for the greater glory of God’, our students serve the community with joy, passion and serenity.

Mission Statement

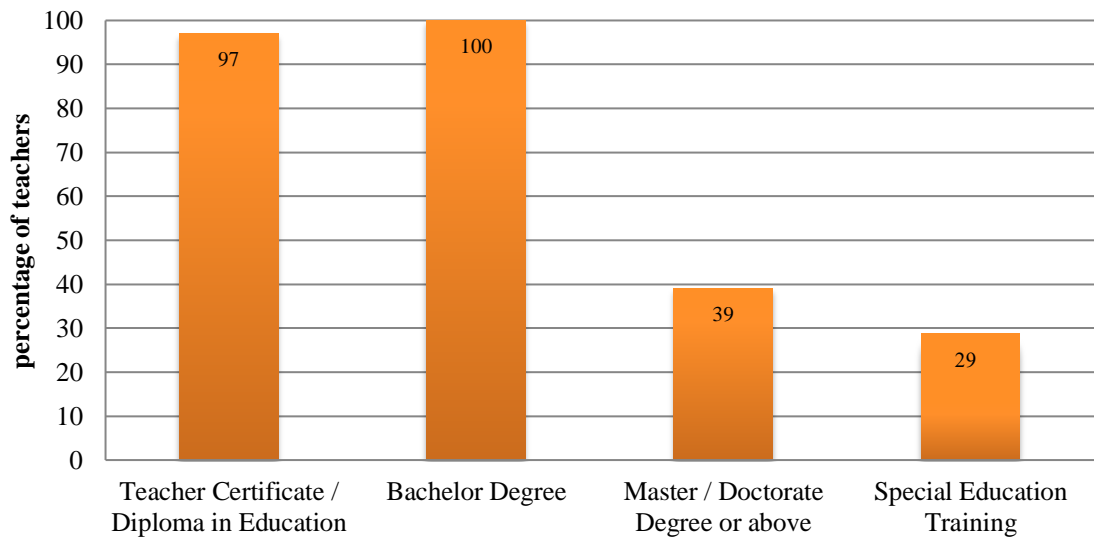
Guided by the impeccable example of Christ the Good Shepherd, our school is committed to provide a loving and caring environment for our students to develop their potential fully. We uphold the preventive measures founded by the great educator, St. John Bosco : Reason, Religion and Loving kindness. We induce our students to learn and be good through encouragement and fervent exhortation. We educate our students to appreciate the values of the Gospel and to pursue truth, goodness, and beauty. We cultivate our school as a ‘happy family’ for our students, in which students experience our deep empathy and our real availability with them.



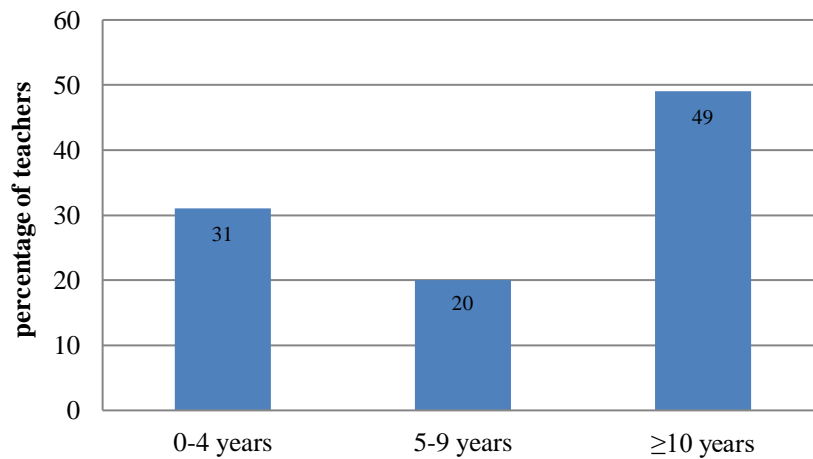
Destinations of graduates 2022-23



Qualifications & Professional training attained by Teachers 2022-23



Teachers' Experience 2022-23



Tak Nga Secondary School
School Development Plan (2022-2025)

Major Concerns	Targets	Time Scale			Outline of Strategies
		2022-2023	2023-2024	2024-2025	
To nurture in our students Catholic core values: Truth, Justice, Love, Family, Life and the priority values: - Perseverance - Respect for others - Responsibility - National Identity - Commitment - Integrity - Care for others - Law-abidingness - Empathy - Diligence	Students can (i) understand the positive values and the priority values (ii) develop character strengths constituting the desired attributes of a graduate	✓			- To set up the infrastructure for values education including the establishment of Values Education Committee headed by two vice-principals to coordinate the planning, implementation and evaluation of values education in subjects and co-curricular activities.
		✓	✓	✓	- To promote reading with different themes addressing Catholic core values and priority values
	Wisdom: Reasoning power & open-mindedness	✓	✓	✓	- To implement national security education and Basic Law education via subjects and co-curricular activities.
	Courage: Genuineness, - Social intelligence, Fairness, Team spirit	✓	✓	✓	- Provide authentic learning experiences for students to practise positive values as well as providing the opportunities for them to reflect on their learning experiences
	Diligence: Studiosness	✓	✓	✓	- To enhance the mechanisms to support students in attainment of goals in different stages of secondary education. These support mechanisms include teaching study skills and time management skills, setting up regular peer support groups, mentorship programme for senior form students, regular reviews on goal attainment with peers and class teachers, etc.
	Perseverance: Thankfulness, Resilience, In pursuit of a meaningful life	✓	✓	✓	- To enhance teachers' capacity to help students develop Growth Mindset in their daily teaching and interaction with students.
			✓	✓	✓

Major Concerns	Targets	Time Scale			Outline of Strategies
		2022-2023	2023-2024	2024-2025	
★ To strengthen the professional learning community for sustainable school development	- New teachers can be better prepared for the teaching profession	✓	✓	✓	- To enhance a school-based training programme for new teachers which covers all areas of work of a teacher - To enhance the school-based mentorship system for new teachers
	- Teachers' capacity in the formulation and implementation of personal professional development plans can be enhanced.		✓	✓	To refine the appraisal system with reference to T-standards and the updated Performance Indicators for Hong Kong Schools which help teachers to <ul style="list-style-type: none"> ▪ set professional development goals ▪ formulate and implement professional development plans ▪ evaluate the implementation of professional development plans
	- Teachers' collegiality can be enhanced.	✓	✓	✓	- To enhance the leadership of middle management with both school-based programmes and external resources - To create time and space for teachers to engage in non-structured school-based professional activities such as lesson study, action research, data analysis.
★ To enrich the learning opportunities for students to achieve Seven Learning Goals	- Students have more learning experiences related to Seven Learning Goals. - Students develop the desired qualities of the seven learning goals.		✓	✓	- To implement Project Learning in junior forms which engage students in learning activities addressing Seven Learning Goals. - All subject panels and committees incorporate Seven Learning Goals in formulation, implementation and evaluation of their annual plans.

Tak Nga Secondary School
Annual School Plan (2023-2024)

Major Concern 1 : To nurture Catholic core values and the priority values in our students

Briefly list the feedback and follow-up actions from the previous school year:

- Besides using survey to evaluate the effectiveness of implementation of plans, direct evaluation methods such as students' learning evidence, assessment scores, etc., can be more widely used as the means of evaluation.
- Collaboration of the Academic Committee and the Staff Development Committee to enhance teachers' assessment literacy so that teachers are empowered to use assessment information to inform teaching and hence enhance student learning effectiveness. This measure applies to assessment of attitudes/values, knowledge and skills.
- Coordination of reading assignments is required to alleviate students' workload and to enhance the effectiveness of the reading assignments in respect of subject panels' objectives.
- To enhance teachers' knowledge of School Mottos, Catholic core values and the ten Priority Values for the implementation of values education

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
(1) Students can understand the following virtues / values: Courage (School Motto) ♦ Life (A+) ♦ Justice (A+) ♦ Empathy (PV) ♦ Care for others (PV) ♦ Integrity (PV) ♦ Respect for others (PV)	1.1 Promotion of Extensive reading with positive values especially 'Courage', 'Life', 'Justice', 'Empathy', 'Care for others' and 'Integrity'	Students can reflect on the reading and show that they understand and acquire these positive values	<ul style="list-style-type: none"> • Assignment inspection • APASO III 	Whole year	<ul style="list-style-type: none"> • Vice-Principal (Learning & Teaching) • School Librarian • LAC coordinator 	- Financial resources: purchase of readers for students - Scheduled time to collect APASO data
	1.2 Instill values in lessons: Subjects (English Language, STEAM, Project Learning, Study Skills) formulate values education plans. Lesson observations will be conducted by members of the Moral and Values Education Team.	Students can display their understanding (<i>and internalization</i>) of the values introduced in lessons through learning tasks and assignments.	<ul style="list-style-type: none"> • Lesson observation • Assignment inspection • Teachers' observations • APASO III 	Whole year	• Principal (head of Values Education Team)	
	1.3 To enhance students' understanding of school regulations and the importance of compliance through morning assemblies.	Students understand the importance of compliance to school regulations and fairness when making decisions.	<ul style="list-style-type: none"> • Student survey / online assessment • APASO III • Positive feedback from teachers 	Whole year	<ul style="list-style-type: none"> • Vice-Principal (Student Formation) • Head of Civic & National Education Committee (CNEC) • Head of Student Guidance Committee (SGC) 	

<p>(2) Students can display learning outcomes which constitute the desired attributes of a graduate –</p> <p>COURAGE:</p> <ul style="list-style-type: none"> • Genuineness (character strength): reflect and admit mistakes / identify the room for improvement • Social intelligence (character strength): <ul style="list-style-type: none"> ✓ understand feelings of oneself and others ✓ express emotions and concerns about others in positive ways • Care for others (PV) Willingness and readiness to help others (in class, school, family & society) • Fairness (character strength) in decision making, i.e., being upright, no favoritism in exercising power. • Teamwork (character strength): to fulfil their responsibilities and work for the success of the organizations to which they belong 	<p>2.1 Implement School-based Curriculum:</p> <ul style="list-style-type: none"> • Project Learning • Reading Across the Curriculum • Study Skills 	<p><u>S1-3 Project Learning</u></p> <ul style="list-style-type: none"> • Students can display Teamwork in the project learning process - fulfill their responsibility in their groups and work for the success of their group. <p><u>S1-2 Study Skills</u></p> <ul style="list-style-type: none"> • Students can display Genuineness in the learning process: reflect and admit mistakes, identify the room for improvement. 	<ul style="list-style-type: none"> • Feedback and statistics from teacher and student • Students’ reflection after each examination , particularly on their application of study skills. 	Whole year	<ul style="list-style-type: none"> •Vice-Principal (L&T) •Project Learning Coordinators •Study Skills Coordinator 	<p>- Financial resources: purchase of reference books</p> <p>- Scheduled lesson time for project learning</p>
	<p>2.2 Students share their experiences in complying with school regulations in morning assemblies.</p> <p>2.3 Students participate in competitions (e.g., compliance slogan) actively.</p> <p>2.4 Develop the attributes of being upright and showing no favouritism in exercising power through prefect training.</p> <p>2.5 Instill the values on courage and care for others to say ‘No’ to smoking through the “A Closer Look at Smoking” workshops.</p>	<ul style="list-style-type: none"> •Student leaders can share persuasively. • Students can obey school regulations and have courage to admit mistakes. • More than 90% of the prefects who have joined the programme agree that they should be upright and show no favouritism in exercising power as prefects. • More than 75% of the S1 to S3 students who have joined the workshops will choose not to smoke. 	<ul style="list-style-type: none"> • Student survey • Teachers’ observation • Meeting report • APASO III 	<p>Whole year</p> <p>Sep 2023</p> <p>Nov 2023 to Jan 2024</p>	<ul style="list-style-type: none"> • Vice-Principal (SF) • Head of CNEC • Head of SGC • Head of Health Education Committee (HEC) 	

Major Concern 2 : To strengthen the professional learning community for sustainable school development

Briefly list the feedback and follow-up actions from the previous school year:

- The new teacher induction programmes will be conducted by the same senior teacher tutors and they shall update the tutorial notes every year.
- Principals and Vice-principals (L&T) shall consolidate and share the good practices observed in lessons among all teachers.
- A clear direction shall be given to KLAs on subject-based professional development. Collaboration of the Academic Committee and the Staff Development Committee is essential for the planning, implementation and evaluation of the above subject-based teachers' professional development programmes.
- To align with the Professional Ladder for Teachers in Hong Kong¹, the appraisal system will be refined with reference to T-standards and Seven Learning Goals.

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
(1) New teachers can be prepared for the teaching profession.	1.1 Organize new teacher induction programme	80% of new teachers agree that the school-based training programmes are helpful to their work.	Teacher Survey	Aug-Nov 2023	Vice-principal (School Support)	Scheduled time for the induction programme
	1.2 Mentors will use the school-based exam paper framework to guide the new teachers in preparing assessment	The exam papers set by the new teachers are in line with the school-based exam paper framework.	Exam paper Checking	Whole year	Vice-principal (L&T)	
(2) Teachers formulate their personal professional development plans which are aligned with the Professional Ladder for Teachers and the school development needs.	2.1 Organizing staff development session about T-standard	All teachers rate 3.5/5.0 or above for the sharing session in the designated staff development day (SDD).	Teacher Survey	Nov 2023	Vice-principal (School Support)	Scheduled time for SDDs
	2.2 Every teacher submits a Personal Professional Development Plan (PPDP) to Principal by September 2023.	<ul style="list-style-type: none"> • Mean score of teachers' views on professional development in the Stakeholder survey increases. • Teachers have stronger sense of efficacy in <ol style="list-style-type: none"> identifying professional development needs drawing up PPDP self-evaluation of implementing PPDP 	<ul style="list-style-type: none"> • Stakeholder Survey (Teachers' – professional development) • Appraisal Interviews 	Whole year		Scheduled time for interviews (principal and teachers)
	2.3 Principal conduct at least two interviews with every teacher to review the his/her PPDP, its implementation and evaluation.					
	2.4 Revision of Appraisal System: formulation of new appraisal forms for learning & teaching, student formation & administration duties.					

¹ <https://www.edb.gov.hk/en/teacher/qualification-training-development/development/cpd-teachers/index.html>

(3) Enhancement of teachers' knowledge and skills to meet school development needs: <ul style="list-style-type: none"> • Learning & Teaching • Assessment Literacy: <i>Focus - using data to inform learning and teaching</i> • Knowledge of values (Catholic Core Values & EDB Priority Values) 	3.1 KLAs' focused professional development <ul style="list-style-type: none"> • Feedback & follow up (Chinese KLA & PSHE KLA) • Questioning (Mathematics, Science and Technology KLA) • Cater for learner diversity (English KLA) 	<ul style="list-style-type: none"> • Teachers can apply the related skills during the lessons. Teachers can enhance their pedagogical knowledge and skills. 	<ul style="list-style-type: none"> • Lesson Observation • KLA and Panel Meetings 	Whole year	Vice-Principal (L&T)	
	3.2 Develop assessment literacy Use Assessment Quality Assurance Platform (AQP) to enhance teachers' ability in using assessment statistics to inform learning and teaching (Math, Eng, PSHE)	<ul style="list-style-type: none"> • Teachers can analyze assessment data to improve learning & teaching. 	<ul style="list-style-type: none"> • KLA and panel meetings • AQP Unit meetings 	Whole year	Vice-Principal (L&T)	
	3.3 Organize a sharing session on values education	<ul style="list-style-type: none"> • Teachers can enrich their knowledge of values and how to implement values education. 	<ul style="list-style-type: none"> • Teacher Survey 	Nov 2023	Vice-principal (School Support)	Scheduled time for sharing

★ Major Concern 3 : To enrich the learning opportunities for students to achieve Seven Learning Goals

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
1. Curriculum Objectives <ul style="list-style-type: none"> • Deepen students' understanding of Chinese culture in S1 (National and Global Identity) • Allow student to experience scientific investigation in S2 (Breadth of Knowledge) • Allow student to explore career for life-planning in S3 (Life Planning) 	Implement School-based Curriculum: 1.1 Project Learning (PL) Themes: S1: Chinese Culture S2: STEAM S3: Life-planning	<ul style="list-style-type: none"> - Students can build up their National and Global Identity during the study of Chinese culture. - Students can widen their Breadth of Knowledge through the scientific investigation. - Students can explore the future career for better Life Planning. 	<ul style="list-style-type: none"> - APASO III - Teachers' assessment of students' project work - Student reflection 	Whole year	- Vice-Principal (L&T) - PL Coordinators	Financial resources for buying library books to support the school-based curriculum

<ul style="list-style-type: none"> Empower students to read strategically (Language Proficiency) 	1.2 Reading across the Curriculum (RAC)	<ul style="list-style-type: none"> Students can improve their Language Proficiency in practicing reading skills such as skimming and scanning books/articles. 	<ul style="list-style-type: none"> Teachers' assessment of students' project work / reading assignments. Student reflection Teachers' observation 	Whole year	<ul style="list-style-type: none"> Vice-Principal (L&T) School Librarian 	
<ul style="list-style-type: none"> Empower students to learn effectively and efficiently (Generic Skills) 	1.3 Study Skills (SS)	<ul style="list-style-type: none"> Students can apply Generic Skills in studying different subjects for effective learning. 	<ul style="list-style-type: none"> Notes checking by teachers Assignment Inspection Student reflection 	Whole year	<ul style="list-style-type: none"> Vice-Principal (L&T) SS coordinator 	
<p>2. To provide ample authentic learning experiences and opportunities for students to achieve Seven Learning Goals:</p> <ul style="list-style-type: none"> National and global identity Life planning Generic skills Healthy lifestyle 	<p>2.1 To coordinate, promote and support the organization of student formation activities by committees under Student Formation Committee (SFC)</p> <p>2.2 To unleash students' leadership potential by strengthening the roles of student leaders and recommend them to engage in different external competitions and training programmes.</p>	<ul style="list-style-type: none"> Students' participation rates of life-wide learning activities increase. Students enjoy the activities. Students reflect what they experience and learn. 70% of the student leaders agree that they engage in leadership training programmes. Students are nominated by committees under SFC for external competitions and training programmes. 	<ul style="list-style-type: none"> Student Survey Teachers' Observation Student reflection Feedback from class teachers Committee reports APASO III 	Whole year	<ul style="list-style-type: none"> Vice-Principal (SF) Heads of committees 	

Schools are required to upload this Plan or the Annual School Plan which consist of this Plan endorsed by their SMCs / IMCs onto the homepage of the schools for the sake of enhancing transparency and in accordance with the established practice.

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.

Category 1: To organise / participate in life-wide learning activities

Schools are required to complete this part							Completion of this part is not mandatory								
No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Intellectual Development (closely linked with curriculum)	Values Education	Physical and Aesthetic Development	Community Service	Career-related Experiences	
1.1	Local Activities: To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness, or 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.	Career Experience Activity	Nov 2022	S1-S3	200	HK\$20,000.00	\$100.00									
1	Biotechnology workshop	20-Nov-23	S6	26	HK\$15,000.00	\$576.92	To enhance students' learning by providing hands-on experience	Science	Evaluation form	✓					BIO_TSUI LOK MUI
2	Subsidies for students joining courses	Whole year	S3-6	50	HK\$2,000.00	\$40.00	To broaden students' horizon	Science	Reflection form	✓					BIO_TSUI LOK MUI
3	歷史電影欣賞	Whole year	S3-5	50	HK\$3,000.00	\$60.00	提升及深化學生對國史的興趣	Others, please specify: Chinese History	Teacher's observation	✓					CHIS_TO LAI LAI
4	中文科校內活動(如:「木偶粵劇」演出暨示範講座、嵩山少林武學文化到校示範等)	Whole year	S4-5	212	HK\$7,000.00	\$33.02	To enrich students' other learning experience and to develop students' interest in learning Chinese	Chinese Language	Teacher's observation	✓					CHI_LAI SUET KWAN
5	資助學生參加文化活動或比賽(如:朗誦比賽、徵文比賽、文學營等)	Whole year	S1-6	80	HK\$15,000.00	\$187.50	To enrich students' other learning experience and to enhance students' self esteem	Chinese Language	Teacher's observation	✓					CHI_LAI SUET KWAN
6	Expense for economics activities and competitions	Whole year	S4-6	50	HK\$5,000.00	\$100.00	To develop students' interest in learning economics with real-life experience	Others, please specify: Economics	Teacher's observation	✓					ECON_NG YING YING
7	English Club Activities	Whole year	S1-6	687	HK\$2,000.00	\$2.91	To enrich students' other learning experiences outside classroom	English Language	Teacher's observation	✓					ENG_LEUNG WING YEE
8	S1 Activity	Whole year	S1	132	HK\$30,000.00	\$227.27	To enrich students' other learning experiences outside classroom	English Language	Teacher's observation	✓					ENG_LEUNG WING YEE
9	S2 Activity	Whole year	S2	126	HK\$30,000.00	\$238.10	To enrich students' other learning experiences outside classroom	English Language	Teacher's observation	✓					ENG_LEUNG WING YEE
10	S3 Activity	Whole year	S3	121	HK\$30,000.00	\$247.93	To enrich students' other learning experiences outside classroom	English Language	Teacher's observation	✓					ENG_LEUNG WING YEE
11	S4 Activity	Whole year	S4	112	HK\$20,000.00	\$178.57	To enrich students' other learning experiences outside classroom	English Language	Teacher's observation	✓					ENG_LEUNG WING YEE
12	S5 Activity	Whole year	S5	100	HK\$20,000.00	\$200.00	To enrich students' other learning experiences outside classroom	English Language	Teacher's observation	✓					ENG_LEUNG WING YEE
13	Subsidies for field trip & competition(Transportation & accomodation)	Whole year	S1-S6	60	HK\$12,000.00	\$200.00	To illustrate taught concepts with real-life experience and help students to equip latest content in HKDSE Curriculum	Geography	Reflection Form	✓					GEOG_MA KA MAN
14	History outing activities	Whole year	S1-S5	80	HK\$8,000.00	\$100.00	To deepen students' understanding on local history of the 20th century	History	Reflection form	✓					HIST_CHEUNG SZE NGAI
15	Outings and extensive learning activities	Whole year	S4-6	50	HK\$5,000.00	\$100.00	To illustrate taught concepts with real-life experience and help students to equip latest content in HKDSE Curriculum	Others, please specify: ICT	Teacher's observation	✓					ICT_LO YIU HUNG
16	Activities	Term 3	S1-6	20	HK\$3,000.00	\$150.00	To arouse students' interest in science	Science	Teacher's observation	✓					IS_CHAN KONG CHUEN
17	Competition	Term 2	S1-2	258	HK\$3,000.00	\$11.63	To enhance students' problem solving skill	Science	Teacher's observation	✓					IS_CHAN KONG CHUEN
18	公民與社會發展科(e-reading platforms)	Whole year	S4-6	300	HK\$20,000.00	\$66.67	to enrich students' subject knowledge and enhance their national identity through reading extensively	Citizenship and Social Development	Teacher's observation	✓					CSD_LEE LAI CHING
19	Training Courses Fee	Whole year	S1-6	50	HK\$2,000.00	\$40.00	Enhance students' interests in sports	Physical Education	Evaluation form			✓			PE_CHAN PO CHI
20	Subsidies for students joining competitions	Whole year	S3-6	50	HK\$3,000.00	\$60.00	To broaden students' horizon	Science	Reflection form	✓					PHY_YU KAM FUNG
21	“語文活動：節日活動(材料、工具)(包括剪紙等) 共計開支 \$800 中一級故事演講比賽 共計開支 \$600 中一至中三級繞口令比賽 共計開支 \$600 中二級演講比賽 共計開支 \$600 中三級相聲比賽 共計開支 \$600	Whole year	Open to all&S1-S3	379	HK\$3,200.00	\$8.44	引發學生學習興趣	Others, please specify: PTH	Reflection form	✓					PTH_LAM SHUI KUEN
22	Peace in & Peace out program	10/2023, 3/2024	S2	126	HK\$38,400.00	\$304.76	promote inner peace for students	Others, please specify: RS	Reflection form	✓					RS_CHANG KA MAN
23	Academic outing activities	13/10/23, 5/1/24	S6, S5	30	HK\$4,000.00	\$133.33	Enhance learning effectiveness	Others, please specify: RS	Evaluation form	✓					RS_CHANG KA MAN
24	旅款科山頂導賞遊 (課後延伸學習)	Whole year	S4-6	50	HK\$6,000.00	\$120.00	結合中四旅遊導論的相關概念同學能夠透過山頂之旅，運所學的知識加以結合實踐於活動當中。	Others, please specify: THS	Teacher's observation	✓					THS_HUNG LUI
25	航空及旅遊行業工作坊	Whole year	S4-6	50	HK\$6,000.00	\$120.00	以多元學習活動讓學生了解行業的運作模式，介紹旅遊業務、體驗 航空訂位及導遊領團活動，藉此培養學生對行業的興趣。	Others, please specify: THS	Teacher's observation	✓					THS_HUNG LUI
26	天際100 x Big Bus Tour 光在天際	Whole year	S4-6	50	HK\$6,000.00	\$120.00	It allows students to discover the beauty of Hong Kong and understand the history of HK	Others, please specify: THS	Teacher's observation	✓					THS_HUNG LUI
27	香港仔綠色文化教育之旅	Whole year	S4-6	50	HK\$8,000.00	\$160.00	認識香港活漁業發展；以培養學生珍惜傳統文化的態度。	Others, please specify: THS	Teacher's observation	✓					THS_HUNG LUI

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Intellectual Development (closely linked with curriculum)	Values Education	Physical and Aesthetic Development	Community Service	Career-related Experiences	
1.1	Local Activities: To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness, or 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														
73	Class-based activity Subsidy	Apr-24	S1-S6	687	HK\$103,950.00	\$151.31	To support Class teachers to organize class based activities	PCC	observation			✓			PCC
74	LWLD for S1 (Adventure Activity) include travel fee	Jan-24	S1	132	HK\$22,000.00	\$166.67	To develop student's problem solving skills and team spirit	PCC	observation	✓		✓			PCC
75	S6 Cheer up for HKDSE (cheer up pack / counter)	Feb-24	S6	96	HK\$7,000.00	\$72.92	To support and encourage S6 students in facing HKDSE challenge	PCC	observation	✓		✓			PCC
76	Sex education workshop	Whole Year	S1-S3	379	HK\$12,000.00	\$31.66	To enhance student's knowledge on sex education	PCC	observation	✓					PCC
77	Peer support Programme (Materials)	Whole Year	S4	112	HK\$1,000.00	\$8.93	To support the implementation of Peer support programme	PCC	observation	✓			✓		PCC
78	Class teacher coordination (Personal development profile, board games)	Whole Year	S1-S6	687	HK\$2,000.00	\$2.91	to enhance togetherness and to awaken communion	PCC	Teacher's observation	✓					PCC
79	Shine Time (Materials)	Dec 2023, March 2024	Sunshine big sisters, S1	180	HK\$3,000.00	\$16.67	To help S1 students to adapt secondary school life	PCC	Teacher's observation	✓			✓		PCC
80	Spelling Bee (gifts and other expenses)	Jan-24	Sunshine big sisters, S1	180	HK\$1,500.00	\$8.33	To help S1 students to adapt secondary school life	PCC	Teacher's observation	✓					PCC
81	Sunshine Action - 4 activities (materials for the whole school)	Apr-24	S1-S5	591	HK\$5,000.00	\$8.46	To promote a loving and caring school culture	PCC	Teacher's observation	✓			✓		PCC
82	Sunshine Generation Gatherings - 2 times each year (gifts)	Feb 2024, April, 2024	Sunshine big sisters	50	HK\$5,000.00	\$100.00	To build up team spirit of Sunshine Generation	PCC	Teacher's observation	✓					PCC
83	Sunshine Thanksgiving	Jun-24	Sunshine big sisters, S1	180	HK\$500.00	\$2.78	To thank Sunshine Big sisters for their hard work after one year service	PCC	Teacher's observation	✓					PCC
84	Sunshine Big Sisters' Training Camp (e.g. camp fee, Badges, Materials and gifts)	Aug-24	Sunshine big sisters	50	HK\$5,000.00	\$100.00	To enhance Sunshine big sisters' organization skills and problem solving skills	PCC	Teacher's observation	✓			✓		PCC
85	S.1 Bridging Activities (Sunshine Generation)	Jul-24	24-25 S1	130	HK\$500.00	\$3.85	To help S1 students to adapt secondary school life	PCC	observation	✓			✓		PCC
86	Workshops/ Talks	Nov 2023 - Jan 2024	S1-S5	591	HK\$4,000.00	\$6.77	To nurture proper values on leading a healthy life style	SGC		✓					SGC
87	Competition prizes	Throughout the school year	whole school	687	HK\$500.00	\$0.73	To encourage students to observe school rules through competitions	SGC		✓					SGC
88	S1 Bridging Activities (Discipline aspects)	18-Jul-24	S1	132	HK\$800.00	\$6.06	To inform S1 students of the school regulations	SGC		✓					SGC
89	Prefect Ties/ Belts/ Badges, Speech Day materials	Beginning of school year/Prefects		100	HK\$6,000.00	\$60.00	to awake one's responsibilities and refresh teams' spirit	SGC		✓					SGC
90	Badges for student ambassadors	Nov-23	S2-6	150	HK\$3,000.00	\$20.00	To enhance student ambassadors' sense of responsibility	SIPU	observation	✓					SIPU
91	Coach fee for SSP Expo	Nov-23	S3-5	50	HK\$1,000.00	\$20.00	travelling fees needed for the activities	SIPU					✓		SIPU
92	Prizes for students	Whole year	S1-S6	10	HK\$2,000.00	\$200.00	To encourage students to participate in LWL activities	GAU							GAU
Sub-total of Item 1.1				19,109	HK\$1,310,460.00										
1.2	Non-Local Activities: To organise or participate in non-local exchange activities or non-local competitions to broaden students' horizons														
e.g.	Exchange Tour to the Greater Bay Area	10-12 Apr 2023	S4-S5	88	HK\$100,000.00	\$1,136.36									
1	旅遊科遊學團	Whole year	S4-6	50	HK\$20,000.00	\$400.00									
2	Study Tour	Jun-24	S3-6	40	HK\$100,000.00		To broaden students' horizons	LWLC							
3															
Sub-total of Item 1.2				90	HK\$120,000.00										
Total for Category 1				19,199	HK\$1,430,460.00										

Category 2: To procure equipment, consumables or learning resources for promoting life-wide learning (Compulsory)

No.	Item	Purpose	Estimated Expenses (\$)
e.g.	STEM Learning Kits	STEM Interest Group Activity	\$50,000.00
1	Tello EDU 電子學習平台帳戶 X 30	To allow students to have an engaging and immersive learning experience.	\$1,800.00
2	MathType equation editor 10 licenses	Input the mathematics expression in Word documents.	\$3,500.00
3	Software Licenses - Co Space EDU (1 year)	To allow students to have an engaging and immersive learning experience.	\$8,000.00
4	Netflix - family account (1 year)	To allow students to have an engaging and immersive learning experience.	\$1,116.00
5	Zoom (1 year)	To allow students to have an engaging and immersive learning experience.	\$1,000.00
6	Tencent (1 year)	To allow students to have an engaging and immersive learning experience.	\$400.00
7	Apparatus for learning activities	Apparatus and equipment for group experiments and demonstration in chemistry lessons and extra-curricular activities	\$10,000.00
8	Apparatus		\$9,500.00
9	ATP bioluminescence luminometer	To arouse students' interest in project learning	\$2,750.00
10	Apparatus for internal activities	To arouse students interest in physics.	\$10,000.00

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Intellectual Development (closely linked with curriculum)	Values Education	Physical and Aesthetic Development	Community Service	Career-related Experiences	
1.1	Local Activities: To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness, or 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														
11															
12															
Please insert rows above if the space provided is insufficient.)															
										Estimated Expenses for Category 2		\$48,066.00			
										Estimated Expenses for Categories 1 & 2		\$1,478,526.00			

Category 3: Estimated Number of Student Beneficiaries (Compulsory)

Total number of students in the school:	689
Estimated number of student beneficiaries:	689
Percentage of students benefitting from the Grant (%):	100%

Name of Contact Person for LWL:	CHOW KIN FAI ERNEST
Post of Contact Person for LWL:	Vice-Principal

Programme Proposal for DLG-funded Gifted Education (2023-2024)

Domain	Programme	Objective(s)	Targets (No./level/selection)	Duration / Start Date	Deliverables	Budget (\$)
Biology	Subsidies for students joining competitions	To broaden students' horizon	10	Whole year	Certificates	1500
English Language	English Ambassadors	To promote reading and the use of English in the campus	30	Whole year	Students' Reflection form	500
English Language	Subsidies for students joining external competitions (e.g. Speech Festival, writing competitions)	To encourage students to participate in external competitions	50	Whole year	Results	30000
Life-wide Learning Committee	Drama Club - Coach fee	To equip students with skills for Hong Kong School Drama Festival	20	Whole year	Students' Reflection form	15000
Life-wide Learning Committee	Drama Club - Stage Make-up	To support students' performance on-stage in the Drama Festival	20	Whole year	Students' Reflection form	1000
Life-wide Learning Committee	Drama Club - Drama Appreciation (tickets + booking a coach for transport)	To help students learn from experienced performers	20	Whole year	Students' Reflection form	3500
Life-wide Learning Committee	Drama Club - Props and costumes	To support students' performance on-stage in the Drama Festival	20	Whole year	Students' Reflection form	1200
Life-wide Learning Committee	SA Leadership Training	To enhance leadership skill, proposal writing skill	40	29/9/2023	Students' Reflection form	5000
Putonghua	學生進修與培訓： 提升語文能力課程舉辦工作坊， 聘請導師費用/校際朗誦比賽 學生參加普通話等級考試/校外課程/ 活動/比賽/參觀活動，提供資	鼓勵學生積極參與普通話學習活動	60	Whole year	Results&Students' Reflection form	4000
Religious Education Committee	Salesian Students Leadership training workshops	Faith cultivation	30	7/8/2024	Evaluation form	1500
Student Formation Committee	Leadership Training Workshop for student leaders	To develop students' leadership skills and team spirit	50	4/9/2023	Students' Reflection form	12000
Student Formation Committee	Subsidies for student leaders taking part in external activities	To support and enhance students' leadership	20	Whole year	Students' Reflection form	5000

Programme Proposal for DLG-funded Gifted Education (2023-2024)

Student Learning Support Unit	Gifted education (Academic)	To provide learning opportunities for students to join various enhancement programmes	20	Throughout the school year	Students' Reflection form	15000
Tourism and Hospitality Studies	香港青年大使計劃	「香港青年大使計劃」培育青年成為殷勤有禮、對社會有承擔、具領導才能的新一代。透過一系列特色的義工服務，啟迪青年的好客及優質服務精神，引領旅客及本地市民探索香港的城市寶藏；同時，增加他們對香港的歸屬感和多元文化的認識。	30	Throughout the school year	Students' Reflection form	2000
Visual Arts	Competitions, Prizes and souvenirs	To enrich student's other learning experience in learning Visual Arts	20	Throughout the school year	Students' Reflection form	5000

Total: 102200

School-based After-school Learning and Support Programmes 2023/24 s.y.
School-based Grant - Programme Plan

Name of School: Tak Nga Secondary School

Staff-in-charge: Mr. Fung, Yat Hin

Contact Telephone No: 23803788

A. The estimated number of students (count by heads) benefitted under this Programme is 200 (including A. 80 CSSA recipients, B. 70 SFAS full-grant recipients and C. 50 under school's discretionary quota).

B. Information on Activities to be subsidised/complemented by the Grant.

	*Name / Type of activity	Objectives of the activity	Success criteria (e.g. learning effectiveness)	Method(s) of evaluation (e.g. test, questionnaire, etc)	Period/Date activity to be held	Estimated no. of participating eligible students [#]			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
						A	B	C		
CHI	資助學生參加課後支援班 / 語文學習班 (如：暑期文憑試提升課程)	To enhance students' reading and writing skills	100% Individual attendance rate	Attendance Record	Whole year	30	25	17	35000	
EC ON	After School Tutorial Classes	To let students better prepare for HKDSE	100% Individual attendance rate	Attendance Record	Nov - Mar	4	4	4	8000	
EN G	Subsidies for S5 & S6 students joining afterschool remedial & enhancement classes	To help boost students' English results	Attendance rate is higher than 80% Assignment submission rate is higher than 80%	Students' attendance rate & assignment submission rate	Whole year	20	15	10	30000	
GE OG	Subsidies for Tutorial Classes	To help less capable students equip with foundation and answering skills	Students learning effectiveness in internal and external exams	Questionnaire	12/2023-1/2024	2	2	1	2100	
MA TH	Subsidies for S6 low achievers in mathematics to join tutorial classes	To enrich students' other learning experiences outside classroom	100% Individual attendance rate	Attendance Record	Oct – Jan	5	5	4	4000	

MUSIC	Instrument classes	Provide opportunities for students to learn and enjoy music	learning effectiveness	observation	Oct - May	15	15	10	140000	
PHY	After School Tutorial Classes	To help students in facing HKDSE	Students reflect that the tutorial is helpful	students feedback from MS form	Oct – Jan	4	4	4	4000	2 tutors
									Total: \$223100	
	Total no. of activities:				@No. of man-times	80	70	50		
					**Total no. of man-times	200				

Note:

* 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) .

TAK NGA SECONDARY SCHOOL
Plan on the Use of the Promotion of Reading Grant
2023-2024 School Year

The major objectives for Promotion of Reading: creating a reading culture and encouraging students to read extensively.

	Item*	Estimated Expenses
1.	Purchase of Books	
	<input checked="" type="checkbox"/> Printed books <input type="checkbox"/> e-books	\$30,100
2.	Reading Activities	
	<input checked="" type="checkbox"/> e-Read Scheme	\$8,000
	<input checked="" type="checkbox"/> Hiring writers to conduct a talk and a reading-related workshops	\$2,000
	<input checked="" type="checkbox"/> Subscribing newspapers and magazines, and participating its reading activities	\$10,000
	<input checked="" type="checkbox"/> Buying books and subsidizing students for participating activities and competitions related to the promotion of reading, e.g. Speech Festival, World Book Day, and PTH activities, etc.	\$1,000
	<input checked="" type="checkbox"/> Book vouchers and prizes for encouraging students to take part in reading-related activities, e.g. Special English Speaking Days, activities for reading ambassadors and librarians, Top Readers Scheme, etc.	\$11,000
	<input checked="" type="checkbox"/> Book vouchers and prizes for encouraging students to take part in reading-related competitions, e.g. Mathematics reading report competition, library reading report competitions, etc.	\$1,000
Total:		\$63,100.00

「學習支援津貼」財政預算
(供學校策劃支援工作用)

學校: (請填寫)

2023 / 24 學年

收入:

項目	金額 (\$)	備註
截至上學年年終(即8月31日) 可保留的累積盈餘 (a)	125,282	
2023/24 學年的第一期撥款 (b)	342,404	上一學年獲發的「學習支援津貼」(即經扣減轉換教席後的金額,如適用)的70%。
2023 / 24學年的第二期撥款 (c)	219,760	以學校於11月30日或以前呈報並經教育局審視需要第二層及第三層支援的有關學生人數而計算出「學習支援津貼」總額(即經扣減轉換教席後的金額,如適用),並扣減第一期學習支援津貼撥款後的餘款;教育局於翌年2月通知學校有關金額,並於3月發放撥款。
總收入 (d) = (a)+(b)+(c)	687,445.8	

支出:

項目	金額 (\$)	備註
1. 增聘 _____ 名全職和/或 _____ 名兼職教師	0	「學習支援津貼」必須運用於支援有特殊教育需要和成績稍遜(小學適用)學生的措施上,有關詳情請參閱教育局通告第6/2019號附錄二。
2. 增聘 __1__ 名全職和 __0.5__ 名兼職教學助理	420,000	
3. 增聘 _____ 名全職和/或 _____ 名兼職輔導員	0	
4. 外購專業服務	50,000	
5. 購置學習資源	20,000	
6. 安排學習/共融文化活動、校本教師培訓及家校合作支援活動	60,000	
總支出 (e)	550,000.0	

收支:

項目	金額 (\$)	備註
預計本學年年終累積津貼餘款 (f) = (d)-(e)	137,446	「學習支援津貼」是一項經常性的現金津貼,撥款金額是按照學校每年有特殊教育需要的學生數目及所需的支援層級計算。因此,學校有責任充分運用每年獲發放的學習支援津貼,照顧該學年學生的需要[即學校制定「學習支援津貼」財政預算時,應盡量避免(f)欄仍有餘額]。學校應參考《全校參與模式融合教育運作指南》第九章有關「資源運用」的內容,擬訂有效運用「學習支援津貼」的計劃。有關學習支援津貼的詳情,請參閱教育局通告第6/2019號。
餘款佔本年度應得撥款的百分比(%) (g) = (f) / [(b)+(c)] x 100%	24.4%	

*只適用於小學

**Student Activities Support Grant 2023-24
Programme Plan**

Name of School: Tak Nga Secondary School

Project Coordinator:

Information on Activities to be subsidised/complemented by the grant.

編號	活動簡介及目標	範疇 (請選擇適用的選項， 或自行填寫)	負責老師	受惠學生人數	開支 (\$)	基要學習經歷 (請於適用方格加上ü號，可選擇多於一項)				
						智能發展 (配合課程)	德育及 公民教育	體藝發展	社會服務	與工作有關 的經驗
1. 本地活動： 資助有經濟需要的學生參與 不同學科／跨學科／課程範疇的全方位學習活動，提升學習效能，或參與 多元化全方位學習活動，以豐富五種基要學習經歷										
1	Athletic Club	其他，請註明：Club & Soc	Chan Po Chi	6	\$17,200			✓		
2	Badminton Club (A-D)	其他，請註明：Club & Soc	Chan Po Chi	24	\$20,500			✓		
3	Basketball Club	其他，請註明：Club & Soc	Chan Po Chi	15	\$10,500			✓		
4	Pop Dance Club (A/B)	其他，請註明：Club & Soc	Chan Po Chi	26	\$14,800			✓		
5	Rope Skipping Club	其他，請註明：Club & Soc	Chan Po Chi	4	\$6,500			✓		
6	Table Tennis Club	其他，請註明：Club & Soc	Chan Po Chi	8	\$6,700			✓		
7	Tennis Club	其他，請註明：Club & Soc	Chan Po Chi	5	\$6,100			✓		
8	Volleyball Club	其他，請註明：Club & Soc	Chan Po Chi	13	\$10,400			✓		
9	Yoga Club (A-B)	其他，請註明：Club & Soc	Chan Po Chi	13	\$20,400			✓		
			Total:	114	\$113,100					

德雅中學

支援推行高中公民與社會發展科的一筆過津貼周年計劃 (2023-2024)

目標: 提升學生對學習公民與社會發展科的知識、技能及學習動機

推行項目	預期成效	成功準則 (量度指標)	評估方法	財政預算
發展或採購相關的學與教資源	<ul style="list-style-type: none"> ● 在教與學及評估部份，支援老師提供足夠各類教學上資源 ● 學生認真參與課堂活動 	<ul style="list-style-type: none"> ● 老師認同教學資源能支援教學活動及評估 ● 70%課業檢查中，「認真完成課業」一項達至「滿意」或以上 	<ul style="list-style-type: none"> ● 學生學習問卷 ● 科務會議 	HK\$5000
舉辦能提升公民科學與教效能的校本學習活動 <ul style="list-style-type: none"> ● 例如考察、參觀活動、電影欣賞等 ● 國情講座 	<ul style="list-style-type: none"> ● 加深學生對學習公民與社會發展科的知識及技能 ● 學生認真參與學習活動 ● 提升學生對學習公民與社會發展科的興趣 	<ul style="list-style-type: none"> ● 70%學生認真完成校本學習活動反思工作紙 ● 學生認同校本學習活動有助加深學習公民與社會發展科的知識 / 技能 / 興趣 (學生問卷取得 3.5 分 滿分為 6 分) ● 老師認同相關的活動加深學生對學習公民與社會發展科的知識及技能 	<ul style="list-style-type: none"> ● 學生學習問卷 ● 學生反思工作紙 ● 科務會議 	HK\$100000

<p>舉辦或資助學生參加和公民科課程相關在本地或在內地舉行的聯校／跨課程活動</p>	<ul style="list-style-type: none"> ● 加深學生對學習公民與社會發展科的知識及技能 ● 學生認真參與學習活動 ● 提升學生對學習公民與社會發展科的興趣 	<ul style="list-style-type: none"> ● 學生認同校本學習活動有助加深學習公民與社會發展科的知識 / 技能 / 興趣（學生問卷取得 3.5 分 滿分為 6 分） ● 老師認同相關的活動加深學生對學習公民與社會發展科的知識及技能 	<ul style="list-style-type: none"> ● 學生學習問卷 ● 科務會議 	<p>HK\$40000</p>
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總額:HK\$145000

(四) 撥款的運用⁶

17. 按照2023年9月點算非華語學生人數的結果，本校在2023/24學年可獲額外撥款(A)

858,130 元，在2022/23學年完結時，額外撥款的累積餘額為(B) 432,771.09 元(如適用)。本校2023/24學年額外撥款的運用計劃如下：(可選多於一項)

項目	全年預算開支
<input checked="" type="checkbox"/> 聘請中文科 / 其他科 (請說明： _____) 全職教師 <u>0.5</u> 名 ⁷ ，及全職教學助理 <u>2</u> 名。他們負責的有關教擔 / 工作與校內一般全職教職員的教擔 / 工作相若。 由上述增聘教師 / 騰空原任中文科教師及 / 或聘請教學助理負責以下相關工作： <input checked="" type="checkbox"/> 按第8項資料所示， 教師 教授非華語學生中文的額外教學工作，每週 / 循環週共 <u>18</u> 節 <input checked="" type="checkbox"/> 按第8項資料所示， 教學助理 協助 / 支援非華語學生學習中文，每週 / 循環週共 <u>0</u> 節 <input checked="" type="checkbox"/> 發展校本課程 / 教材 (包括電子教材)，共 <u>6</u> 單元 (涵蓋的年級： <u>中一,中二,中三,中四,中五</u>)，每週 / 循環週共 <u>2</u> 節 <input checked="" type="checkbox"/> 共同備課 (年級： <u>中一、中二、中三、中四、中五</u>)，每週 / 循環週共 <u>2</u> 節 <input type="checkbox"/> 建構共融校園 <input type="checkbox"/> 安排共融活動，每週 / 循環週 _____ 節 <input type="checkbox"/> 與非華語學生家長溝通及 / 或翻譯學校通告 / 其他資料，每週 / 循環週 _____ 節 <input checked="" type="checkbox"/> 其他相關工作 (請說明)： 非華語學生行政工作、與非華語學生家長聯絡、設計校本學習材料、支援任教非華語生班別的老師、評估非華語生學習進度	教師薪金總計： <u>248,446.8</u> 元 ⁸ 教學助理薪金總計： <u>496,213.2</u> 元 ⁸

6 根據教育局通告第8/2014號附件二及教育局通告第8/2020號第5段，有關撥款只適用於支援非華語學生學習中文及建構共融校園。

7 教職員的人數以職位計算，負責上述有關的教擔 / 工作應與學校一般全職教職員的教擔 / 工作相若。如同一職位先後由不同的人員任職，亦應以1名全職人員計算。如該職位或職位的工作量並非全職，可按比例填報，例如：全職教師0.5名 / 教學助理1.5名。開支以年薪計算。

8 學校只須填報以額外撥款支付的薪金開支。如部分薪金開支以學校的其他資源支付，請在第18項補充其他相關資料。

項目	全年預算開支
<input type="checkbox"/> 聘請全職不同種族的助理 _____ 名 ⁷ ，主要負責以下工作： <ul style="list-style-type: none"> <input type="checkbox"/> 與非華語學生家長溝通，翻譯學校通告 / 其他資料，協助講解學校政策及行政安排等 <input type="checkbox"/> 於中文課堂及 / 或課後支援入班協作，每週/循環週 _____ 0 _____ 節 <input type="checkbox"/> 協助教師安排共融活動 <input type="checkbox"/> 其他（請說明）： _____ 	不同種族的助理薪金總計： _____元 ⁸
<input checked="" type="checkbox"/> 支援課後中文學習： <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 僱用專業服務以舉辦課後中文學習班（請簡述服務內容）： _____ <input type="checkbox"/> _____ <input type="checkbox"/> 其他（請簡述內容）： _____ 	10,000 元 _____元 _____元
<input checked="" type="checkbox"/> 購買 / 發展教學資源（請簡述相關資源及其用途）： <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="text-align: center;"> <u>資源</u> 補充練習、圖書 </div> <div style="text-align: center;"> <u>預算開支(元)</u> 讓學生課堂學習中文之用 3000 </div> </div>	3,000 元

項目	全年預算開支									
<input checked="" type="checkbox"/> 建立文化共融的學習環境： <input type="checkbox"/> 僱用翻譯服務以翻譯通告、網頁資訊或信件（請簡述服務內容）： <hr/> <input type="checkbox"/> 僱用專業服務以舉辦共融活動（請簡述服務內容）： <hr/> <input checked="" type="checkbox"/> 由學校籌辦與建構共融校園相關的活動 <u>2</u> 項 （請提供各項活動的名稱、主要內容及預算開支）： <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; border-bottom: 1px solid black;">活動名稱</th> <th style="text-align: center; border-bottom: 1px solid black;">內容</th> <th style="text-align: center; border-bottom: 1px solid black;">預算開支(元)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">中華文化體驗活動</td> <td>透過舉辦文化共融體驗活動，讓本地同學加深了解各種族文化</td> <td style="text-align: center;">9000</td> </tr> <tr> <td></td> <td>透過舉辦中國傳統文化活動，如：節日飾品製作，促進文化交流</td> <td style="text-align: center;">1000</td> </tr> </tbody> </table>	活動名稱	內容	預算開支(元)	中華文化體驗活動	透過舉辦文化共融體驗活動，讓本地同學加深了解各種族文化	9000		透過舉辦中國傳統文化活動，如：節日飾品製作，促進文化交流	1000	元 10,000 元
活動名稱	內容	預算開支(元)								
中華文化體驗活動	透過舉辦文化共融體驗活動，讓本地同學加深了解各種族文化	9000								
	透過舉辦中國傳統文化活動，如：節日飾品製作，促進文化交流	1000								
<input type="checkbox"/> 其他相關開支（請說明）： <hr/>	元									
全年預算總開支=	767,660 元 (C)									
2023/24學年的預算結餘 [(A) + (B) - (C)] =	523,241.09 元 (D) ⁹									
2023/24學年的預算結餘佔本學年額外撥款的百分比 (D) ÷ (A) x 100%] =	60.97 %									

9 資助學校、直資學校及按位津貼學校可保留部分額外撥款，惟累積餘款不可超過該學年所獲撥款的總額，任何超出上限的餘款須歸還教育局。教育局將根據學校經審核的周年帳目，收回超出上限的餘款。官立學校可將不超過該財政年度撥款總額的結餘轉至下一財政年度，任何超出上限的餘款會在財政年度完結時予以取消。

德雅中學
姊妹學校交流計劃書
23 /24 學年

學校名稱：	德雅中學		
學校類別：	*小學 / *中學 / *特殊學校 (*請刪去不適用者)	負責老師：	周健輝

擬於本學年與以下內地姊妹學校進行交流活動：	
1.	德中老師交流探訪梅華中學
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	☑	探訪/考察	B1	☑	增進對內地的認識和了解
A2	☐	校政研討會/學校管理分享	B2	☑	增加對國家的歸屬感/國民身份的認同
A3	☑	會議/視像會議	B3	☐	交流良好管理經驗和心得/提升學校行政及管理的能力
A4	☑	與姊妹學校進行簽約儀式/商討交流計劃	B4	☑	擴闊學校網絡
A5	☐	其他(請註明)：	B5	☐	擴闊視野
			B6	☑	建立友誼/聯繫
			B7	☑	訂定交流計劃/活動詳情
			B8	☐	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 checked="" type="checkbox"/>	探訪/考察	E1	<input checked="" type="checkbox"/>	增進對內地的認識和了解
D2	<input type="checkbox"/>	觀課/評課	E2	<input checked="" 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 checked="" type="checkbox"/>	遠程教室/視像交流/電子教學交流	E4	<input checked="" 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 checked="" type="checkbox"/>	專業發展日	E6	<input checked="" type="checkbox"/>	擴闊視野
D7	<input type="checkbox"/>	其他(請註明):	E7	<input checked="" 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 type="checkbox"/>	增進對內地的認識和了解
G2	<input type="checkbox"/>	課堂體驗	H2	<input 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 type="checkbox"/>	擴闊視野
G4	<input type="checkbox"/>	專題研習	H4	<input type="checkbox"/>	建立友誼
G5	<input type="checkbox"/>	遠程教室/視像交流/電子學習交流	H5	<input type="checkbox"/>	促進文化交流
G6	<input type="checkbox"/>	文化體藝交流	H6	<input type="checkbox"/>	增強語言/表達/溝通能力
G7	<input type="checkbox"/>	書信交流	H7	<input 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 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 type="checkbox"/>	描述	編號	<input 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 type="checkbox"/>	監察/評估方法
M1	<input type="checkbox"/>	討論
M2	<input type="checkbox"/>	分享
M3	<input checked="" 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 checked="" 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 type="checkbox"/>	交流項目	支出金額
N1	<input checked="" type="checkbox"/>	到訪內地姊妹學校作交流的費用	HK\$50000
N2	<input type="checkbox"/>	在香港合辦姊妹學校交流活動的費用	HK\$
N3	<input checked="" 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\$30000
N4	<input checked="" type="checkbox"/>	視像交流設備及其他電腦設備的費用	HK\$65000
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 checked="" 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\$1500
N8	<input type="checkbox"/>	其他(請註明)：	HK\$
N9	<input checked="" type="checkbox"/>	學年預計總開支	HK\$146500
N10	<input type="checkbox"/>	沒有任何開支	不適用