

St. Catharine's School for Girls

Annual School Plan

2019 / 2020

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St. Catharine's School for Girls

Mission of the School

To deliver quality education to students, making them virtuous,
all-round and knowledgeable

Our Vision

We educate our students to:

- attain excellence in conduct and academic results
- be equally good at work and play
- be consciously aware of the world around them
- be concerned about the community
- be good followers of Christ
- be in line with The Truth

Aims of Education

We believe God created man and endowed all individuals with various gifts and potentials, and the aim of education is to help everyone understand and bring out the best in themselves, enabling them to equip themselves with the following attributes:

1. A knowledge of **self-worth** and the understanding that each person has his own place in the universe.
2. A correct and **balanced** value judgement.
3. A clear concept of right and wrong; a sense of **social justice** and an obligation to ensure that these principles are being upheld.
4. A strong desire to build a fair and **orderly** society.
5. A willingness to shoulder family and social **responsibilities**.
6. Respect for others **dignity** regardless of their social standing.
7. Respect for every individuals **right** to freedom in society; not to deprive others freedom for your own sake, and vice-versa.
8. An ability to **empathise** with others and share their feelings objectively.
9. An ability to build up **harmonious relationship** and co-operate with others in all circumstances.
10. A sense of **proactiveness, independence, self-discipline, self-respect** and **unselfishness**.
11. A **loyal, trustworthy, magnanimous** and **sincere** character.
12. **Appreciation** of nature, culture and art.
13. An ability to think **logically, critically** and **independently**.
14. An **inquisitive** mind so as to pursue truth and knowledge.
15. A reasonable standard of language proficiency that enables one to **communicate** effectively with others.
16. **Common sense** to respond to daily issues and the ability to develop a deeper understanding of them.

教育的目標

我們相信上帝造人，並賦予人有不同的恩賜與潛能；教育的目的，是幫助每一個人發掘、了解、發展及培育自己的天賦與能力，並使自己具備以下之質素：

1. 了解到每一個人均有其價值，並在宇宙中有其地位。
2. 培養一個正確的，平衡的價值觀。
3. 對是非黑白有明確的觀念，關懷社會公義，並盡一己之責以監察社會公義之實踐。
4. 有強烈的願望去建立公正而有秩序之社會。
5. 願意承當與分擔每一個人在家庭裏與社會中應盡的責任與義務。
6. 尊重並承認每一個人——無論貧富——皆有人的尊嚴。
7. 尊重自己及任何一個其他人的自由與獨立性，絕不以一己的自由妨害其他人的自由，亦不容許相反情形發生。
8. 對別人有適度的同感性，能以客觀的態度了解他人的感受。
9. 能在任何環境中，皆與人建立和諧的關係，互相交往及合作。
10. 能自覺、自立、自律、自重而不自私。
11. 忠誠可靠，對人寬大誠懇。
12. 對自然、文化與藝術均能培養一種鑑賞的能力。
13. 有邏輯性與批判性的獨立思考能力。
14. 有適度的好奇心，能客觀地格物致知，並能對所知之事物作合理的分析與評價。
15. 有與別人溝通的能力，並有足夠的語言文字的表達技巧。
16. 有足夠的常識理解一般周圍發生的事物，並知曉以何種途徑繼續充實自己。

2019/2020 School Major Concerns (in order of priority)

1. To further enhance students' and teachers' capacity for life-long learning.
2. To further strengthen students' positive values through the acquisition of life planning skills.

School's Major Concerns 2019-2020

Major Concern 1: To further enhance students' and teachers' capacity for life-long learning.

1.1 Students: To further enhanced students' self-directed learning through reading

1.1.1 Curriculum

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> Teachers are encouraged to include reading elements in homework or pre-lesson tasks. 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> Teachers, students and parents find students show more engagement in reading. Students' reading competence is reinforced. 	<ul style="list-style-type: none"> APASO Stakeholder surveys 	<ul style="list-style-type: none"> Panel Heads Subject Teachers 	
<ul style="list-style-type: none"> Panel heads are encouraged to recommend suitable reading resources, in both hardcopy and electronic format, to be equipped by the school library. 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> Recommendation submitted to school librarian. 	<ul style="list-style-type: none"> Recommendation submitted 	<ul style="list-style-type: none"> Librarian Panel Heads 	

1.1.2 School Activities

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> Assemblies, form teacher periods and subject lessons will be the means to promote "Reading to learn" as one of the strategies to enhance life-long learning capabilities of students. 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> Students find reading interesting and helpful in their studies. A positive learning atmosphere is created in classes. 	<ul style="list-style-type: none"> Feedback from students, teachers and parents 	<ul style="list-style-type: none"> Functional Committees Form Teachers and Assistant Form Teachers Subject Teachers 	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> • Various reading activities will be organized by the school library to nurture students to become self-directed learners. 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> • Students' reading interest is fostered and their reading horizons are broaden. 	<ul style="list-style-type: none"> • Statistical data • Feedback from students and teachers 	<ul style="list-style-type: none"> • Librarian 	
<ul style="list-style-type: none"> • Current news sharing will be organized in English during the Reading Time every Monday. Articles with English usage highlights of the above-mentioned sharing will be provided on Tuesday. 	w.e.f. Oct 2019	<ul style="list-style-type: none"> • 80% of the students find the news sharing session useful. 	<ul style="list-style-type: none"> • Students' survey • Feedback from Students and teachers 	<ul style="list-style-type: none"> • LAC coordinator • English Panel Head 	
<ul style="list-style-type: none"> • Thematic reading for F.2 and F.3 during Reading Time on selected Fridays. • Thematic reading using iPad for F.1 during Reading Time every Tuesday. 	Oct. 2019 to May 2020	<ul style="list-style-type: none"> • 80% of the students concerned find the reading materials interesting. • Students can apply what they have learned from the materials in their daily work / presentation. 	<ul style="list-style-type: none"> • Students' survey 	<ul style="list-style-type: none"> • Librarian • Panel Heads • LAC coordinator 	
<ul style="list-style-type: none"> • A F.4 OLE Day to be organized for students on local heritage preservation. Students will research on the heritage that they will visit and exchange information among group members. Their reading skills and research skills could be enhanced through this activity. 	10 July, 2020	<ul style="list-style-type: none"> • Over 80% of the participants are satisfied with the visits they attend. • Over 80% of the participants would do research on the heritage that they visit. 	<ul style="list-style-type: none"> • Questionnaires 	<ul style="list-style-type: none"> • CCA Committee 	<ul style="list-style-type: none"> • LWL Grant • Other NGOs and service providers
<ul style="list-style-type: none"> • Publication of students' writing. 	2020	<ul style="list-style-type: none"> • Students enjoy reading the magazines and appreciate the schoolmates' contributions. 	<ul style="list-style-type: none"> • Feedback from teachers and students • The following magazines are issued during the school year: <ul style="list-style-type: none"> ➤ LAC magazine ➤ “靈聲” 	<ul style="list-style-type: none"> • LAC Committee • News and Media Club 	<ul style="list-style-type: none"> • Funding required

1.2 Teachers: To foster ongoing professional development for teachers

1.2.1 Individual Level

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> Teachers will take at least 6 CPD hours courses in the structure mode domain (i.e. the learning and teaching or student development courses) and the other mode domain (e.g. CLP, peer observation) in a 3-year cycle. 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> All teachers can fulfill the requirement. A positive learning atmosphere is created among teachers. 	<ul style="list-style-type: none"> CPD record Oral feedback from teachers 	<ul style="list-style-type: none"> Staff Development Committee Teachers 	

1.2.2 Departmental Level

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> All English teachers participate in either Common Lesson Preparation or Peer Lesson Observation. 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> 80% of the English teachers agree that this arrangement provides chances for them to share good practices with their peers. 80% of the English teachers agree that a culture of sharing is established and their capacity for life-long learning enhanced. 	<ul style="list-style-type: none"> Feedback from teachers 	<ul style="list-style-type: none"> English Teachers 	
<ul style="list-style-type: none"> All LS teachers participate in Common Lesson Preparation and Thematic Lesson Observation 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> F.3-5 LS teachers understand how to use the basic e-learning platform, review and adjust the reading materials. Professional sharing among all LS teachers is made after the Thematic Lesson Observation. 	<ul style="list-style-type: none"> Feedback from teachers Observation 	<ul style="list-style-type: none"> LS Teachers 	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To collaborate among panel members, the Collaborative Lesson Planning (CLP) will focus on reading / use of e-learning strategies. 	2018 to 2020	<ul style="list-style-type: none"> One teaching and learning package with the use of e-resources or with the incorporation of reading skills are made in two forms. 	<ul style="list-style-type: none"> The teaching and learning package submitted to the school 	<ul style="list-style-type: none"> Panel Heads Teachers 	

1.2.3 School Level

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> In order to promote positive professional sharing and create a collaborative environment in three tiers (school level, subject panel/functional group level and individual level), PowerPoint slides/handouts used in staff development days and course materials of professional development activities attended by individual with topics on e-learning, reading and students with special educational needs in 2019-20 will be saved to the school drive. 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> At least three course materials can be shared on the school drive. Teachers appreciate the professional sharing and a collaborative environment among colleagues is created. 	<ul style="list-style-type: none"> Number of course materials Oral feedback 	<ul style="list-style-type: none"> Staff Development Committee Teachers 	
<ul style="list-style-type: none"> A workshop will be organized to equip teachers with various teaching and e-learning strategies in helping students develop self-directed learning. 	5 Jun. 2020	<ul style="list-style-type: none"> 70% of the participants agree that the workshop suits their professional needs. 	<ul style="list-style-type: none"> Evaluation questionnaire Oral feedback 	<ul style="list-style-type: none"> Staff Development Committee 	
<ul style="list-style-type: none"> To promote self-directed learning through reading and provide teachers with staff development information. 	w.e.f. Sept. 2019	<ul style="list-style-type: none"> Teachers borrow books from the Reference Books Corner. 	<ul style="list-style-type: none"> Counting from Loan Record Oral feedback 	<ul style="list-style-type: none"> Staff Development Committee 	

Major Concern 2: To further strengthen students' positive values through the acquisition of life planning skills.

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1. Assemblies, form teacher periods and Morning Prayer Time to convey the messages to students in developing positive values.	w.e.f. Sept. 2019	<ul style="list-style-type: none"> • Students learn to respect and appreciate self and others. • Students' qualities of integrity and independent thinking are enhanced. 	<ul style="list-style-type: none"> • Class observation • Feedback from students, teachers and parents 	<ul style="list-style-type: none"> • All teachers • Form teachers and Assistant form teachers 	
2. A theme song, "I would be True" will be used in line with this year's Moral Education focus during assemblies.	w.e.f. Sept. 2019	<ul style="list-style-type: none"> • 90% of the students enjoy the music. • The message in the lyrics make an impact and help students build a positive outlook on life. • Students learn by heart the lyrics and carry out in practice some of the phrases / lines in their day to day activities. 	<ul style="list-style-type: none"> • Teachers' observation • Students' feedback 	<ul style="list-style-type: none"> • Assistant Chaplain 	
3. To assist students in the development of their spiritual well-being through formal curriculum in Religious and Life Education.	w.e.f. Sept. 2019	<ul style="list-style-type: none"> • Students actively participate in lessons. • Students show enthusiasm for their life & study. • Students understand that everyone get talents and they are willing to stretch their talents. 	<ul style="list-style-type: none"> • Teachers' observation 	<ul style="list-style-type: none"> • REL teachers 	
4. A F.4 Leadership Camp will be organized in September to promote the virtues of "integrity".	Sept. 2019	<ul style="list-style-type: none"> • Over 80% of the F.4 students find the camp helpful in preparing them for leadership roles. 	<ul style="list-style-type: none"> • Students' and teachers' feedback from questionnaires 	<ul style="list-style-type: none"> • CCA Committee • Guidance Committee • Discipline Committee 	<ul style="list-style-type: none"> • LWL Grant • Service provider
5. Provision of social service opportunities for students to learn the virtues of "to serve but not to be served".	w.e.f. Oct. 2019	<ul style="list-style-type: none"> • The participants treasure what they have and find great pleasure in helping others. 	<ul style="list-style-type: none"> • Feedback from students, teachers and parents 	<ul style="list-style-type: none"> • Functional Committees 	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
6. To organize a job simulation training workshop for F.2 students	1 st term	<ul style="list-style-type: none"> • Students are more concerned about the importance of life planning. • Students can better understand their abilities, strengths and interests. • Students are able to set goals, do reflection and alter goals as required. • 85% of the students agree that the programme suits their needs. 	<ul style="list-style-type: none"> • By observation • Oral feedback from students • Evaluation questionnaire 	<ul style="list-style-type: none"> • Careers Guidance Committee 	
7. To organize a career stimulation game for F.4 students.	July 2020	<ul style="list-style-type: none"> • Participants can gain hands-on experience of different occupations. • Career Group Committee can gain experience in organizing activity for the whole form. • 85% of the students agree that the programme suits their needs 	<ul style="list-style-type: none"> • By observation • Oral feedback from form teacher • Evaluation questionnaire 	<ul style="list-style-type: none"> • Careers Guidance Committee 	
8. F.5 students will participate in the Career Live programme.	w.e.f. Sept. 2019	<ul style="list-style-type: none"> • Participants can gain hands-on experience of different occupations. • 90% of the students agree that the programme suits their needs. 	<ul style="list-style-type: none"> • By observation • Oral feedback from students • Evaluation questionnaire 	<ul style="list-style-type: none"> • Careers Guidance Committee 	<ul style="list-style-type: none"> • Career Sparkle of the St. James' Settlement
9. To jointly organize a QEF project, namely "Share respect for life, walk together in adversity", with the Christian Family Service Centre YOU CAN-Potential Exploration Unit.	Sept. 2019 to June 2020	<ul style="list-style-type: none"> • The participants' mental health be fostered. • More than 85% of the participants agree that the programme enhances their personal growth. • More than 80% of the participants agree that the programme improves their problem solving skills. 	<ul style="list-style-type: none"> • By observation • Evaluation questionnaire 	<ul style="list-style-type: none"> • Guidance Committee 	<ul style="list-style-type: none"> • QEF

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
10. The Student Support Team led by the SENCo to be set up and to provide more comprehensive support for students with special educational needs.	w.e.f. Sept. 2019	<ul style="list-style-type: none"> The assistance rendered to the needy students is more comprehensive. 80% of the students with SEN agree that the support offer to them can help solve their problems of learning. 	<ul style="list-style-type: none"> Feedback from teachers Questionnaire 	<ul style="list-style-type: none"> SENCo Student Support Team 	
11. Provision of a variety of activities for students to get exposed to positive life attitudes and strengthen their moral sense in integrity.	w.e.f. Sept. 2019	<ul style="list-style-type: none"> At least 80% of the club advisors are satisfied with the performance of the students in the activities. More variety of clubs and activities in the school. 	<ul style="list-style-type: none"> Evaluation reports of all activities 	<ul style="list-style-type: none"> Functional Group Heads 	
12. Various activities / competitions / talks / workshops to be organized or recommended by different Panels and Functional Groups to enhance students' positive life style.	w.e.f. Sept. 2019	<ul style="list-style-type: none"> Successful completion of the programmes as planned. Desired behavior observed in students. Students become preserving and will not easily give up when they face challenges. Students' accomplishments be maximized. 	<ul style="list-style-type: none"> Class observation Records / reports of various Departments APASO results analyzed by the Counselling & Guidance Committee 	<ul style="list-style-type: none"> Teachers of various Panels and Functional Groups Form teachers and Assistant form teachers 	
13. To organize a three-hour workshop on the basic understanding of mental health and skills in supporting students with emotional problems.	17 Jan. 2019	<ul style="list-style-type: none"> 70% of the participants agree that the workshop suits their professional needs. 	<ul style="list-style-type: none"> Evaluation questionnaire Oral feedback 	<ul style="list-style-type: none"> Staff Development Committee 	
14. To organize an outing activity that can enhance teachers with perspectives and awareness in environmental protection so as to develop students' positive value for life planning and concern for community.	6 Jun. 2019	<ul style="list-style-type: none"> 70% of the participants agree that the seminar suits their professional needs. 	<ul style="list-style-type: none"> Evaluation questionnaire Oral feedback 	<ul style="list-style-type: none"> Staff Development Committee 	

School-based After-School Learning and Support Programmes

Proposed Programme 2019-2020

Name of School : St. Catharine's School for Girls

Name of Person-in-charge : Mr. Mak Yiu Kuen, Vice-principal

Contact No.: 2345 6481

Programme Name	Programme Nature	Criteria for Success	Evaluation Methods	Dates of Activities	Estimated No. of Students Supported	Estimated Amount of Grant Applied	Name of Organisation Supplying Service (if applicable)
1. Instrumental Class	<ul style="list-style-type: none"> Students learn how to play western musical instruments. 	<ul style="list-style-type: none"> Students can give performance in a concert. 	<ul style="list-style-type: none"> Class concerts will be held in the 2nd term, where students' performance will be assessed. Evaluation forms will be given to students, teachers and parents. 	Sept 2019 to July 2020	20	\$3,000 × 20 = \$60,000	---
2. Immersion Made Easy (IME) for F.1 students	<ul style="list-style-type: none"> By means of workshop, students are taught about the basic skills to study in an EMI school, including fundamental language structures and vocabulary in all subjects using English as MOI. 	<ul style="list-style-type: none"> Students immerse in the school life of an EMI school at the beginning of the school year. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. 	9-16 August 2019	50	\$460 × 50 = \$23,000	Headstart
3. Foreign language interest class	<ul style="list-style-type: none"> Students learn to develop their proficiency in foreign language such as Korean. 	<ul style="list-style-type: none"> Students become self-confident and attain basic proficiency. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. 	Oct 2019 to June 2020	10	\$200 × 10 = \$2,000	---

Programme Name	Programme Nature	Criteria for Success	Evaluation Methods	Dates of Activities	Estimated No. of Students Supported	Estimated Amount of Grant Applied	Name of Organisation Supplying Service (if applicable)
4. Striving for optimum sports performance	<ul style="list-style-type: none"> Students learn to develop their talent in sports. 	<ul style="list-style-type: none"> Students become self-confident. School teams can attain good results in inter-school competitions. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. Records of awards will be referred to. 	Sept 2019 to June 2020	40	$\$800 \times 40 = \$32,000$	---
5. Interest class on health	<ul style="list-style-type: none"> Students learn to develop their interests in health. 	<ul style="list-style-type: none"> Students become more aware of health. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. 	Oct 2019 to June 2020	10	$\$150 \times 10 = \$1,500$	---
6. Art & Aesthetic Programme (1)	<ul style="list-style-type: none"> Students are given opportunities to develop their interests or talents in dancing. 	<ul style="list-style-type: none"> Students become self-confident. Students can develop their interests or talents in Dancing. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. Records of awards will be referred to. 	Sept 2019 to June 2020	7	$\$500 \times 7 = \$3,500$	---
7. Art & Aesthetic Programme (2)	<ul style="list-style-type: none"> Students are given opportunities to develop their interests or talents in photography. 	<ul style="list-style-type: none"> Students become self-confident . Students can develop their interests or talents in photography. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. 	Sept 2019 to June 2020	10	$\$300 \times 10 = \$3,000$	---
8. Art & Aesthetic Programme (3)	<ul style="list-style-type: none"> Students are given opportunities to develop their interests or talents in grooming. 	<ul style="list-style-type: none"> Students become self-confident. Students can develop their interests or talents in grooming. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. 	Sept 2019 to June 2020	10	$\$330 \times 10 = \$3,300$	---
9. Art & Aesthetic Programme (4)	<ul style="list-style-type: none"> Students are given opportunities to develop their interests or talents in pottery. 	<ul style="list-style-type: none"> Students become self-confident . Students can develop their interests or talents in pottery. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. 	Sept 2019 to June 2020	10	$\$1000 \times 10 = \$10,000$	

Programme Name	Programme Nature	Criteria for Success	Evaluation Methods	Dates of Activities	Estimated No. of Students Supported	Estimated Amount of Grant Applied	Name of Organisation Supplying Service (if applicable)
10 Open Eye, open mind — Study Tours	<ul style="list-style-type: none"> Students are given opportunities to know more about the culture of another country and the livelihood of the people living there. 	<ul style="list-style-type: none"> Students find the trip eye-opening. Students can develop views from multiple perspectives. 	<ul style="list-style-type: none"> Students' reflection report will be assessed. 	April 2020 to July 2020	30	\$2,500 × 30 = \$75,000	---

Estimated Total: \$213,300

St. Catharine's School for Girls

Plan on use of Life-Wide Learning (LWL) Grant (2019-20)

Overall: More related to Learning / STEM Education – 6
More related to Interest Class / Development of talents – 9
More related to Leadership Training – 1
More related to Sports – 1
Visits / Fieldtrips – 5
Study Tours (overseas) – 4
Social Service – 1 (partially)

Dept. / Gp.	Teachers-in-charge	Applied Amount	Nature of the activities
Biology	LSM, MKK	\$58,400	(interest class)
CCA+C.Hist	NTT, C.LO	\$167,600	(tour)
CCA+Eng.	C.LO, NWS	\$267,000	(tour)
CCA	C.LO, NMP	\$17,200	(local visit)
CCA	C.LO, WMY	\$70,140	(camp)
CCA 7 Club Activities	C.LO	\$108,700	(club activities)
Geog	CTY, LTYT	\$19,170	(fieldtrips)
Health	YYWY	\$10,000	(interest class + service)
I.S.	MKK	\$11,347	(mobile lab + local visit)
Makers Club	LTK, CPM	\$6,000	(activity + procurement)
MCE	SYH	\$136,000	(tour)
Media	CTY, Anson	\$51,600	(programme)
Physics	MYK, CPM	\$37,890	(visit + STEM course)
RLE	KHY, CSC	\$5,900	(local visit)
T&L	YYWY	\$91,000	(tour)
Volleyball	LUI CC	\$85,000	(tour+friendly matches)
Music	TWY	\$12,000	(instrumental class)
Visits (e.g. Art Dept.)	Department Heads	\$20,000	(local visits for exposure)
	Grand Total:	<u>\$1,174,947</u>	<i>Updated on 26 Sept 2019</i>

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Biology (LSM, MKK)	<ul style="list-style-type: none"> • Mobile Lab (Provided by services provider) <ul style="list-style-type: none"> ➤ Nurture the appreciation of micro-organisms ➤ To develop the skills in handling skills in biotechnology 	2/10/2019 to 27/5/2020	<ul style="list-style-type: none"> • F.3 – F.4 students 	<ul style="list-style-type: none"> • Questionnaire after the course 	Total expected fees: \$20,000 for 2 days Subsidies requested here: \$20,000
	<ul style="list-style-type: none"> • Bacteria Painting (Provided by services provider) <ul style="list-style-type: none"> ➤ Nurture the appreciation of living things (growth of bacteria) ➤ To develop the skills in handling micro-organisms 		<ul style="list-style-type: none"> • F.1 – F.5 students 		Total expected fees: \$38,400 for 4 lessons Subsidies requested here: \$38,400
				TOTAL	\$58,400

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
CCA Committee (TIC: Lo KY & Ng TT)	<ul style="list-style-type: none"> Study Tour to the Silk Road (Hexi Corridor) on the theme of Chinese History <p>Objectives:</p> <ol style="list-style-type: none"> To arouse students' interest in Chinese History To enable students to explore sites of relics existing more than one thousand years so as to better appreciate Chinese culture To expose students to the opportunities in the 'One Belt One Road' development. 	Easter Holidays 9-16/4/2020	F.3 – F.5 (40 + 4)	<ul style="list-style-type: none"> Questionnaire after trip Assignments Presentation in Assembly 	<p>Total expected fees: \$9,900 per student</p> <p>Amount payable by students (after subsidized by other grants): \$6,400 per student</p> <p>Subsidies requested here: \$3,200 per student</p> <p>Total: \$128,000 (Ss) + \$39,600 (Ts) = <u>\$167,600</u></p>
CCA Committee (TIC: Lo KY & Ng WS)	<ul style="list-style-type: none"> Study Tour to England to immerse students in an authentic English speaking environment. <p>Objectives:</p> <ol style="list-style-type: none"> To improve students' English proficiency by immersing in an authentic English speaking environment. To widen students' horizon by living in host families and interacting with overseas students in international classes. To enable students to become more independent in both thinking and self-care dimensions. 	Summer Holidays 16/7- 5/8/2020	F.2 – F.5 (36 + 3)	<ul style="list-style-type: none"> Questionnaire after trip Assignments Presentation in Assembly 	<p>Total expected fees: \$29,000 per student</p> <p>Subsidies requested: \$5,000 per student</p> <p>Total: \$180,000 (Ss) + \$87,000 (Ts) = <u>\$267,000</u></p>

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
CCA Committee (TIC: Lo KY & Ngan MP)	<ul style="list-style-type: none"> F.4 OLE Day- visits to local heritage sites <p>Objectives:</p> <ol style="list-style-type: none"> To widen students' horizon To develop students a sense of belonging to HK through tangible links to local heritage. To enable the students to understand the value and need of preserving and conserving local heritage. 	8/7/2020	F.4 (160 + 12)	<ul style="list-style-type: none"> Questionnaire after the visits Teachers' feedback 	<p>Total expected fees: \$100 per student</p> <p>Subsidies requested: \$100 per student</p> <p>Total: \$16,000 (Ss) + \$1200 (Ts) = \$17,200</p>
CCA Committee (TIC: Lo KY & Wu MY)	<ul style="list-style-type: none"> F.4 3D2N outdoor leadership camp to be held at BGCA Bradbury Outdoor Camp <p>Objectives:</p> <ol style="list-style-type: none"> To foster better team spirit among students. To nurture leadership skills and empower them to take up leadership roles in the school. 	9/2019	F.4 (160 + 6)	<ul style="list-style-type: none"> Questionnaire after the camp Teachers' feedback 	<p>Total expected fees: \$420 per student</p> <p>Subsidies requested: \$420 per student</p> <p>Total: \$67,200 (Ss) + \$2,940 (Ts) = \$70,140</p>
Rope Skipping Team (TIC: Lo KY & Kwan CY)	<ul style="list-style-type: none"> To recruit 2 instructors for 26 sessions for the whole year <ol style="list-style-type: none"> To develop students' diversified interests and needs. To provide a platform for students to do an alternative sport and adopt a healthy lifestyle. 	1/9/2019- 15/7/2020 (26 sessions)	F.1 – F.5 30 students	<ul style="list-style-type: none"> Evaluation form at the end of the year Feedback from teacher advisor 	<p>Total expected fees: \$1,300 per student</p> <p>Subsidies requested: \$860 per student</p> <p>Total: \$25,800</p>

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Dance Club (TIC: Lo KY & Chu WY)	<ul style="list-style-type: none"> To recruit an instructor for 21 club meetings in Activity Periods & dance practice for the Speech Day & Dance Festival 1) To cater for students' diversified interests and needs. 2) To engage students in dance performances. 	2/10/2019-31/5/2020 (21 club meetings for the Dance Club & 32 sessions of dance practices for the Dance Team)	<ul style="list-style-type: none"> 10 students in the activity periods 15 members in the Dance Team 	<ul style="list-style-type: none"> Evaluation form at the end of the year Feedback from teacher advisor and various performances 	<p><u>Dance Club:</u> Total expected fees: \$1,200 per student</p> <p><u>Subsidies requested:</u> \$800 per student</p> <p><u>Dance Team:</u> <u>Total expected fees:</u> \$1,600 per student</p> <p><u>Subsidies requested:</u> \$1,100 per student</p> <p><u>Total: \$24,500</u></p>
Pottery Club (TIC: Lo KY & Wong LWS)	<ul style="list-style-type: none"> To recruit a tutor for 21 club meetings in Activity Periods 1) To cater for students' diversified interests and needs. 2) To engage students in learning arts in an authentic context. 	2/10/2019-31/5/2020 (21 club meetings)	F.2 – F.5 10 students	<ul style="list-style-type: none"> Evaluation form at the end of the year Feedback from teacher advisor 	<p><u>Total expected fees:</u> \$2,900 per student</p> <p><u>Subsidies requested:</u> \$1,900 per student</p> <p><u>Total: \$19,000</u></p>
Korean Club (TIC: Lo KY & Ng TT)	<ul style="list-style-type: none"> To recruit a tutor for 21 club meetings in Activity Periods 1) To cater for students' diversified interests and needs, 2) To enable to students to communicate with a foreign language and appreciate cultural diversity. 	2/10/2019-31/5/2020 (21 club meetings)	F.2 – F.5 25 students	<ul style="list-style-type: none"> Evaluation form at the end of the year Feedback from teacher advisor 	<p><u>Total expected fees:</u> \$600 per student</p> <p><u>Subsidies requested:</u> \$400 per student</p> <p><u>Total: \$10,000</u></p>

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Photography Club (TIC: Lo KY & Cheung TY)	<ul style="list-style-type: none"> To subscribe to a photo taking course for 21 club meetings in Activity Periods <ol style="list-style-type: none"> To cater for students' diversified interests and needs. To promote the development of photographic art and techniques by providing students with opportunities to apply the skills in various school events. 	2/10/2019- 31/5/2020 (21 club meetings)	F.2 – F.5 20 students	<ul style="list-style-type: none"> Evaluation form at the end of the year Feedback from teacher advisor 	<p>Total expected fees: \$820 per student</p> <p>Subsidies requested: \$540 per student</p> <p>Total: \$10,800</p>
Beauty Club (TIC: Lo KY & Ho SF)	<ul style="list-style-type: none"> To subscribe to a course for Skin care and grooming workshops for students followed by voluntary service to apply makeup for the elderly to take funeral profile pictures <ol style="list-style-type: none"> To cater for students' diversified interest and needs To enable students to get hands-on experience in being beauticians. 	2/10/2019- 31/5/2020 (21 club meetings, 1.5 hrs)	F.3 – F.4 20 students	<ul style="list-style-type: none"> Evaluation form at the end of the year Feedback from teacher advisor 	<p>Total expected fees: \$960 per student</p> <p>Subsidies requested: \$630 per student</p> <p>Total: \$12,600</p>
Health Club (TIC: Lo KY & Yeung YWY)	<ul style="list-style-type: none"> To subscribe to a health promotion course for 21 club meetings in Activity Periods <ol style="list-style-type: none"> To cater for students' diversified interest and needs To raise students' awareness on health related issues. 	2/10/2019- 31/5/2020 (21 club meetings, 1.5 hrs)	F.4 – F.5 20 students	<ul style="list-style-type: none"> Evaluation form at the end of the year Feedback from teacher advisor 	<p>Total expected fees: \$450 per student</p> <p>Subsidies requested: \$300 per student</p> <p>Total: \$6,000</p>
				TOTAL	\$630,640

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Geography Department (TIC: Cheung TY)	<ul style="list-style-type: none"> Visit Kadoorie Farm & Botanic Garden <p>Objectives:</p> <ol style="list-style-type: none"> To study the characteristics of organic farming and modern farming technology in an experimental farm (e.g. greenhouse) To identify the measures adopted to stabilize the slopes. 	17/12/2019	All F.2 students	<ul style="list-style-type: none"> Questionnaire after trip Assignments 	<p>Total expected fees: \$15(entrance fee) x 166 participants (156 students +10 teachers) +\$ 6,600 (transportation fee for 3 coaches) = \$9,090</p> <p>Subsidies requested here: \$9090</p>
	<ul style="list-style-type: none"> Field study camp <p>Objectives:</p> <ol style="list-style-type: none"> To study skills on field enquiry and answering fieldwork based questions To observe the geology in Cheung Chau To appreciate and cherish the invaluable geological resources 	9/1/2020 – 10/1/2020	F.5 Geography students	<ul style="list-style-type: none"> Questionnaire after trip Assignments 	<p>Total expected fees: \$240 (camp fee) x 22 participants (21 students + 1 teacher)</p> <p>Subsidies requested here: \$5280</p>
	<ul style="list-style-type: none"> Field trip <p>Objectives:</p> <ol style="list-style-type: none"> To visit a hydroponic farm and learn about the inputs, farming processes and outputs To find out how technology enhances the quantity and quality of farming To visit the first ever waste-to-energy environmental facility in Hong Kong and learn about the inputs 	6/2020 – 7/2020	F.4 – F.6 Geography students	<ul style="list-style-type: none"> Questionnaire after trip Assignments 	<p>Total expected fees: \$10(entrance fee) x 40 participants (38 students +2 teachers) +\$ 2200 (transportation fee) = \$2,600</p> <p>Subsidies requested here: \$2,200+\$2,600=\$4,800</p>
				TOTAL	19,170

Department/ Club (Teacher-IC)	Plan				Budget (\$) Requested in this proposal
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	
Health Promotion Committee (TIC: Yeung YWY)	<ul style="list-style-type: none"> A hairdressing class (義剪傳愛班) (one of the service of 生命禮讚) <p>Objectives:</p> <ol style="list-style-type: none"> To learn the hair cutting for the seniors To learn more about life and aging of seniors To strengthen students' positive value of treasuring time and help seniors to groom To promote love and caring in our local community through hair cutting To collaborate with NGO and provide hair cutting service for 	10/2019 to 11/2019	F.3 10 students	<ul style="list-style-type: none"> Assignment 	<p>Total expected fees: \$1,500/student (including a pair of scissor and a head)</p> <p>Amount payable by students: \$1,500/student</p> <p>Subsidies requested here: \$1,000/student x 10 = \$10,000</p>
				TOTAL	\$10,000

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
I.S. Department (TIC: Mak KK)	<p><u>Name of activity:</u></p> <ul style="list-style-type: none"> F.1 STEM Workshop (Provided by services provider) <p><u>Objectives:</u></p> <ol style="list-style-type: none"> To enrich the curriculum and learning activities of I.S. curriculum (Topic: Energy conversion). To provide opportunities for students to have hands-on experience in making product. To allow students to apply cross-disciplinary knowledge of Science, Technology, Engineering and Mathematics. 	12/9/2019 (13:45-15:45)	F.1 (164 students)	<ul style="list-style-type: none"> Questionnaire Assignment: worksheet and model making 	<p><u>Total expected fees:</u> \$6,500</p> <p><u>Subsidies requested here:</u> Total: \$6,500</p>
	<p><u>Name of activity:</u></p> <ul style="list-style-type: none"> F.1 Visit to Space Museum <p><u>Objectives:</u></p> <ol style="list-style-type: none"> Cross-subject collaboration with Geography department. To foster students' interest in astronomy and space science through visiting planetarium shows and exhibitions. To allow students to explore and broaden their horizons in the field of Science and Geography through out-of-classroom experiential learning activities. 	30/3/2020 (10:00-12:00)	F.1 (164 students + 8 teachers)	<ul style="list-style-type: none"> Questionnaire 	<p><u>Total expected fees:</u> \$16 (ticket fee for school show) × 164 students + \$2250 (transportation fee for 3 coaches) = \$4,847</p> <p><u>Subsidies requested here:</u> \$16 (ticket fee for school show) × 164 students + \$2250 (transportation fee for 3 coaches) = \$4,847</p>
				TOTAL	\$11,347

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Makers' and Robot Club (LTK, CPM)	<ul style="list-style-type: none"> • Tools and equipment needed for the activity <ol style="list-style-type: none"> 1) screw-driver, hot-melt adhesive gun 2) motors, sensors, parts (will be recorded in ICT inventory) 	Sept 2019 to May 2020	20 to 30	<ul style="list-style-type: none"> • Products • Questionnaire at the end of the year 	\$1,500 + \$4,500 = \$6,000
				TOTAL	\$6,000

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
MCE committee (TIC: Siu YH)	<ul style="list-style-type: none"> • Study Tour to Europe on the theme of Social Innovation (社會創新) <p>Objectives:</p> <ol style="list-style-type: none"> 1) To learn more about Social Innovation, through <i>local and international experiences</i>; 2) To <i>explore the possibilities</i> of solving social problems through innovative means; 3) To allow student participants to <i>become more independent in both thinking and self-care dimensions</i>. 	Easter Holidays 9-19/4/2020	F.3 – F.5 (30 students + 2 teachers)	<ul style="list-style-type: none"> • Questionnaire before and after trip • Assignments • Presentation in Assembly 	<p>Total expected fees: \$19,000 per student</p> <p>Amount payable by students (after subsidized by other grants): \$8,000 per student</p> <p>Subsidies requested here: \$4,000 per student</p>
				TOTAL	<p>Subsidies requested here: \$4000 × 30 = \$120,000 \$8000 × 2 = \$16,000 \$136,000 in total</p>

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Organ (Hymn-playing) Class	<ul style="list-style-type: none"> To recruit an instructor for 25 sessions for the whole year 1) To enable individual potential student to be equipped with basic techniques in organ playing. 2) To focus on learning hymn-playing skills for school assembly and services. 	16/9/2019- 22/5/2020 (25 sessions)	F.1 – F.5 6 students	<ul style="list-style-type: none"> The student should be able to play for the school services, especially the St. Catharine’s School hymn (tune: Jerusalem). 	<u>Total expected fees:</u> \$3,000 per student <u>Subsidies requested:</u> \$2,000 per student <u>Total: \$12,000</u>

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
News and Media (TIC: Cheung TY)	<ul style="list-style-type: none"> Future Innovative Digital Leaders Programme (Provided by services provider) 1) Nurture the empathy of youngsters for the human needs 2) Ignite passion, curiosity, engagement and appreciation for their lives, school, people in the society and the environment 3) Prepare youngsters for 21st-century careers which are all ride on digital 4) Develop leaders “Not to be served but to serve” 	2/10/2019 to 27/5/2020	F.1 – F.5 20 students	<ul style="list-style-type: none"> Questionnaire after the course Publish of school magazine 靈聲 	<u>Total expected fees:</u> \$1,700 (tuition fee) x 30 hours <u>Subsidies requested here:</u> \$51,000
				TOTAL	\$51,000

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Physics (MYK, CPM)	<ul style="list-style-type: none"> Ocean Park Academy <ul style="list-style-type: none"> ➤ Whale (Secondary 4 - 6) - Physics in Motion 	March 2020	F.4 Physics students	<ul style="list-style-type: none"> Worksheet Questionnaire after the visit 	31 students x \$190 = \$5,890
	<ul style="list-style-type: none"> Visit to Castle Peak Power Station 	Second Term 2019-2020	F.5 Physics students	<ul style="list-style-type: none"> Questionnaire after the visit 	\$2,000
	<ul style="list-style-type: none"> STEM Courses <ul style="list-style-type: none"> ➤ Courses/support service to relate physics and applications 	Second Term 2019-2020	F.4 & F.5 Physics students	<ul style="list-style-type: none"> Products Questionnaire 	\$30,000
				TOTAL	\$37,890

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Religious & Life Education Dept (TIC: Ko HY)	<ul style="list-style-type: none"> Visit to Jockey Club Life Journey Centre(賽馬會生命歷程體驗館) <p>Objectives:</p> <ol style="list-style-type: none"> To learn more about life, aging and death To reflect the meaning of life To strengthen students' positive value of treasuring time and people around us 	7/2020	F.4-6 (30 ERS elective students +2 ERS teachers)	<ul style="list-style-type: none"> Assignment 	<p>Total expected fees: \$130/student + transportation fees (\$2000)</p> <p>Subsidies requested here: \$130 x 30 + \$2000 = \$5,900</p>
				TOTAL	\$5,900

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Yeung YWY	<ul style="list-style-type: none"> Study Tour to Korea on the theme of Culture, Design and Technology(文化、設計與科技) <p>Objectives:</p> <ol style="list-style-type: none"> To learn more about fashion history and design, through <i>local and international experiences</i>; To <i>explore the possibilities</i> of technologies through the visit of Samsung d'light for the future living To allow student participants to <i>become more independent in both thinking and self-care dimensions</i>. 	Lunar New Year Holiday 1-2 /2020	F.3 to F5 students (20) + 2 teachers	<ul style="list-style-type: none"> Questionnaire before and after trip Assignments Presentation in Assembly 	<p>Total expected fees: \$7,000 per student</p> <p>Amount payable by students: \$7,000 per student</p> <p>Subsidies requested here: \$3,500 per student x 20 + \$7,000 x 2 teachers</p>
				TOTAL	\$91,000

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Volleyball Team (TIC: Lui CC)	<ul style="list-style-type: none"> Overseas Volleyball Training <p>Objectives:</p> <ol style="list-style-type: none"> To widen students' horizon To have training and competition with local students, and allow students to share the training skills. To visit local cultural places and to appreciate the culture of another country 	5D4N in Summer Holidays 07/2020 or 08/2020	F.2-F.5 students (30 students + 1 teacher + 1 coach)	<ul style="list-style-type: none"> Questionnaire after trip Presentation in Assembly 	<p>Total expected fees: \$5,000 per student</p> <p>Amount payable by students: \$5,000 per student</p> <p>Subsidies requested here: \$2,500 per student</p>
				TOTAL	<p>Subsidies requested here: \$2,500 × 30 = \$75,000 \$5,000 × 2 = \$10,000 \$85,000 in total</p>

Department/ Club (Teacher-IC)	Plan				
	Activity type / Brief Description	Period/ Duration	Target group (expected no. of Ss + Ts)	Performance Indicators/ Assessment Mechanism	Budget (\$) Requested in this proposal
Different Departments (Department Heads)	<ul style="list-style-type: none"> Local visits <p>Objectives:</p> <ol style="list-style-type: none"> To arouse students' interest in certain subjects To enable students to explore the issues of interest through more interactive means 	9/2019-7/2020	F.1-F.6 (with required T-S ratio)	<ul style="list-style-type: none"> Questionnaire after trip Assignments 	Budget requested mainly for transportation and entrance fees
					<p>Total: \$20,000 [Shared by some departments]</p>

St. Catharine's School for Girls
Budget for Composite I. T. Grant (CITG) (2019-2020)

	\$	\$
<u>Income</u>		
Grant received		463,258.00
<u>Less: Expenditure</u>		
IT related consumables	264,500.00	
Internet Connection Fee	40,000.00	
Maintenance Services for IT facilities	103,000.00	
Upgrading & replacement of IT facilities	<u>49,000.00</u>	
		<u>456,500.00</u>
Budgeted Surplus / (Deficit) for the year		<u><u>6,758.00</u></u>