

WA YING COLLEGE



**Annual Plan
(2024-2025)**

Contents	Page
I. School Vision and Mission	3
II. Major Concern 1	4
III. Major Concern 2	7
IV. Appendix	9
(a) Life Wide Learning Plan	10
(b) Diversity Learning Grant Plan	13
(c) School-based After-school Learning and Support Programmes Plan	14
(d) Checklist of Student Safety and Health Measures	15
(e) 維護國家安全及國家安全教育相關措施	27
(f) 加強支援非華語學生的中文學與教計劃	32
(g) Sister School Exchanges Plan	41

School Vision and Mission

Being aligned with the school goal, “to foster whole-person education based on Christian principles; to nurture abundant life through the gospel and biblical truths; to carry on the school tradition of perseverance, diligence, frugality, respect for teachers and love for the school”, the school aims:

1. To enable students to know the Christian truth and face life’s challenges positively, leading an abundant life;
2. To provide students with a balanced development in moral, intellectual, physical, social, aesthetic and spiritual spheres so that they can exert their potential, build up self-confidence, assume responsibility and actualize the school motto, “we work together, we care, we serve”;
3. To nurture students to be life-long learners through their fervent strive for truth and their capability of independent thinking, self-reflection and self-improvement;
4. To cultivate students’ love for their family and school, concern for the community and environment, understanding of and adaptability to global changes, and commitment to the society and the country.

Major Concern 1: Fostering student potential with holistic school system.

- *Through the collaborative efforts of three boards, we aim to enhance students' potential cohesively with classroom teaching, curriculum design, life and life planning education system and phased-approach.*

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
1.1 Empower students by unleashing their potential in leadership, organization and taking care of others in all 3 boards	1.1A Provide opportunities for students to shoulder responsibilities and to experience leading roles in different activities, clubs and societies.	<ul style="list-style-type: none"> ● The Principal's Tea Gathering has been enhanced, and other student leaders' platforms have been explored. Most participants showed positive feedback. 	<ul style="list-style-type: none"> ● Evaluation in EB, SPC, SSDB, ACB & related meetings. ● Surveys and focus group interviews. ● Reflections based on surveys and other collected information. 	08/2024 to 07/2025	CWW	Related committee members
	1.1B Recognize students who try to shoulder leadership responsibilities and personal advancement.	<ul style="list-style-type: none"> ● The ambassador system under the committee to cultivate student leadership role has been reviewed. ● The internal scholarship and award scheme has been revised. 		08/2024 to 07/2025	CWW	Related committee members
	1.1C Organize service activities for students to take the initiative to plan, to organize and to execute.	<ul style="list-style-type: none"> ● A new STEAM team to strengthen the cooperation and collaboration of different departments for this particular purpose has been set up. 		08/2024 to 07/2025	CWW	Related committee members
	1.1D Encourage students to participate in territory-, national- and world class-level activities and competitions.	<ul style="list-style-type: none"> ● A calendar to encourage students to make plans to participate in competitions and activities according to their potential and future development has been designed and disseminated. 		08/2024 to 07/2025	JK	Related committee members
	1.1E Encourage senior form students to organize excursions, life planning, mentorship or tutorial programmes for themselves and their serving groups.	<ul style="list-style-type: none"> ● The number of student participants in various competitions has increased continuously. 		08/2024 to 07/2025	CWW	Related committee members

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible Person	Resource Required
1.2 Enhance students' potential by life and life planning education system- and phased- approach	1.2A Optimize the development of C-cube classes and incorporate the following elements: services, career and life planning experience into C-cube classes.	<ul style="list-style-type: none"> ● How to encourage junior form students, especially S.1 students, to serve primary school students or other groups in need has been explored. ● The S.4 development plan for students has been enhanced. 	<ul style="list-style-type: none"> ● Evaluation in EB, SPC, SSDB, ACB & related meetings. ● Surveys and focus group interviews. ● Reflections based on surveys and other collected information. 	08/2024 to 07/2025	CWW	Related committee members
	1.2B For S.3-S.4, enable them to make informed decisions for streaming and planning for OLE for personal pursuit.	<ul style="list-style-type: none"> ● The S.6 tutorial system was reviewed, and more suitable candidates were chosen. ● The Greater Bay Area Career Exploration Tour jointly organized by teachers and senior form students has been implemented and most of the participants showed positive feedback. 		08/2024 to 07/2025	JK	Related committee members
	1.2C Optimize the development of the Mentorship Programme for academic aspirations and career pursuit.	<ul style="list-style-type: none"> ● The Greater Bay Area Career Exploration Tour jointly organized by teachers and senior form students has been implemented and most of the participants showed positive feedback. ● Follow-up plans in subjects to enhance the HKDSE performance were made and implemented. 		08/2024 to 07/2025	CWW	Related committee members
1.3 Enhance students' potential by instructional and curriculum design	1.3A Introduce and conceptualize active learning at school and subject levels.	<ul style="list-style-type: none"> ● Students agreed that active learning was an effective approach to acquire new knowledge. ● Good active learning teaching materials were gathered from departments and subjects. 	<ul style="list-style-type: none"> ● Evaluation in EB, SPC, SSDB, ACB & related meetings. ● Surveys and focus group interviews. ● Reflections based on surveys and other collected information. 	08/2024 to 07/2025	JK	Related committee members
	1.3B Identify the criteria for active learning in a lesson.			08/2024 to 07/2025	JK	Related committee members
	1.3C Build up our mutual understanding by adopting students' perspective on active learning.			08/2024 to 07/2025	JK	Related committee members

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible Person	Resource Required
1.4 Enhance students' potential by staff training	1.4A Arrange sharing sessions or mini conferences on unleashing student potentials in leadership, organization and taking care of others.	<ul style="list-style-type: none"> Professional exchange with the focus of active learning among the department/subject was conducted. Lesson observations, post sharing sessions in departments and interschool sharing or visits were held. 	<ul style="list-style-type: none"> Evaluation in EB, SPC, SSDB, ACB & related meetings. Surveys and focus group interviews. Reflections based on surveys and other collected information. 	08/2024 to 07/2025	JK	Related committee members
	1.4B Foster teacher professional exchange culture by arranging sharing sessions or mini conferences of active learning teaching approach, holding open classroom, encouraging peer observation in the same and across Departments/Subjects, and arranging school visits.	<ul style="list-style-type: none"> The criteria for active learning were concluded. Most teachers agreed that it was a fruitful experience. An exchange with sister schools or other schools for understanding on how to strategically develop school-based students' potential systems was arranged. 		08/2024 to 07/2025	JK	Related committee members
	1.4C Organize interschool sharing and visits to exchange how to implement active learning in school and in classrooms.			08/2024 to 07/2025	JK	Related committee members

Major Concern 2: Improving our campus environment and school administration efficiency for enhancement of our teaching, learning and student development systems.

- *To exhibit the school's educational ethos and distinctive features through the revitalization of the campus environment, providing teachers and students with a beautiful and modern setting for teaching, learning and personal wellness.*
- *To strengthen communication among colleagues by reorganizing and refining the school's policies, circulars, documents and use of resources.*

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible Person	Resource Required
2.1 Provide a beautiful and modern setting for personal wellness and to showcase our school vision and spirit	2.1A Enhance the school's physical environment such as recreation area and hospitality area for students and staff's wellbeing.	<ul style="list-style-type: none"> ● The school environment was pleasantly maintained. ● Students' achievement could be recognized. 	<ul style="list-style-type: none"> ● Evaluation in EB, SPC, AB, GAC, SIPC, ITC, CTVU & staff meetings. ● Surveys and focus group interviews. ● Reflections based on surveys and other collected information. 	08/2024 to 07/2025	WSY	Related committee members
	2.1B Maximize opportunities to display school culture and students' achievements in the school campus or online media.			08/2024 to 07/2025	WSY	Related committee members
2.2 Improve campus environment for instructional and curriculum development needs	2.2A Tap external resources and funding to upgrade facilities in classrooms for improving the effectiveness of teaching and learning.	<ul style="list-style-type: none"> ● Some of the facilities in classrooms for improving the effectiveness of teaching and learning were installed. ● Some of the hardware in special rooms for developing students' potential was enhanced and upgraded. ● The school environment was pleasantly maintained. 	<ul style="list-style-type: none"> ● Evaluation in EB, SPC, AB, GAC, ITC, & staff meetings. ● Surveys and focus group interviews. ● Reflections based on surveys and other collected information. 	08/2024 to 07/2025	WSY	Related committee members
	2.2B Enhance and upgrade the hardware in special rooms such as laboratories and study room for developing students' potential.			08/2024 to 07/2025	WSY	Related committee members
	2.2C Upgrade classroom equipment and furnishings to improve the learning environment and outcomes.			08/2024 to 07/2025	WSY	Related committee members

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible Person	Resource Required
2.3 Strengthen communication among colleagues by reorganizing and refining the school's policies, circulars, documents and use of resources	2.3A Reorganize the policies, circulars and documents in a systemically filing system to facilitate their usage and storage.	<ul style="list-style-type: none"> ● A revised filing system has been explored or implemented. ● The documents and data have been kept and accessed easily. 	● Evaluation in EB, SPC, AB, ACB, SSDB & staff meetings.	08/2024 to 07/2025	WSY	Related committee members
	2.3B Enhance our school administrative system in order to facilitate efficient communication and effective use of student and school data.			08/2024 to 07/2025	WSY	Related committee members
2.4 Strengthen communication among colleagues by staff training and nurturing middle management.	2.4A Foster staff IT literacy in their management of resources such as teaching, learning and administrative related materials.	<ul style="list-style-type: none"> ● The efficiency of resource management and communication was improved. ● A new series of training for middle managers has been implemented. 	● Evaluation in EB, SPC, AB, ACB, SSDB & staff meetings.	08/2024 to 07/2025	WSY	Related committee members
	2.4B Offer training such as management and communication skills for middle managers.			08/2024 to 07/2025	JK	Related committee members

Full names for abbreviation:

P: Principal

AB: Administration Board

ITC: Information Technology Committee

SIPC: School Image & Publication Committee

DC: Discipline Committee

LPEC: Life Planning Education Committee

LACU: Language Across Curriculum Unit

BYOD: Bring Your Own Device

VP: Vice Principal

ACB: Academic Board

GAC: General Affair Committee

HSCC: Home School Cooperation Committee

CGC: Counselling & Guidance Committee

MCEC: Moral & Civic Education Committee

SSE: School Self Evaluation

SENCO: Special Educational Needs Coordinator

EB: Executive Board

SSDB: Student Support & Development Board

SAC: Student Affairs Committee

ASCU: Alumni-School Cooperation Unit

ECAC: Extra Curricular Activities Committee

REC: Religious Education Committee

KLA: Key Learning Areas

STEAM: Science, Technology, Engineering, Arts & Mathematics

Appendix

Wa Ying College
Plan on the Use of the Life-wide Learning Grant
2024-2025 School Year

Sep 2024 ver.

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 ¹ (Including KLAs, cross-curricular, latest education development directions; more than one option can be selected)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ the appropriate box(es); more than one option can be selected)					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Values Education	Intellectual Development (closely linked with curriculum)	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 proper values and attitudes														
1	English Language-Drama classes & enhancement classes	10/2024-8/2025	S1 to S2	240	\$55,450.00	\$231.04	To develop students' interest in English drama and literature, and further enhance the horizons of students	English Language	Activity Record Teacher Comment		✓				ENG
2	English Language-Thematic seminars	10/2024-6/2025	S1 to S6	700	\$2,000.00	\$2.86	To invite scholars and professionals as speakers in thematic seminars related to English learning	English Language	Activity Record Teacher Comment		✓				ENG
3	Chinese Language-Interest classes & activities	10/2024-8/2025	S1 to S3	360	\$58,000.00	\$161.11	To facilitate students' interest in Chinese language & culture related areas and perspectives	Chinese Language	Activity Record Attendance Record Teacher Comment		✓				CHIN
4	Chinese Language- Clture related competitions	10/2024-7/2025	S1 to S5	600	\$16,000.00	\$26.67	To engage students' participation in Chinese language and culture related competitions in order to enrich their learning experiences	Chinese Language	Activity Record Attendance Record Teacher Comment		✓				CHIN
5	Mathematics-Interest classes	10/2024-8/2025	S1 to S5	600	\$5,000.00	\$8.33	To enhance students' sense of research and development in Mathematics daily applications	Mathematics	Activity Record Attendance Record Teacher Comment		✓				MATH
6	Mathematics-Competitions	10/2024-7/2025	S1 to S5	30	\$4,500.00	\$150.00	To engage students' participation in Mathematics related competitions in order to students to enrich their learning experiences	Mathematics	Activity Record Attendance Record Teacher Comment		✓				MATH
7	Science-Competition	10/2024-7/2025	S1 to S5	30	\$8,000.00	\$266.67	To engage students' participation in Science related competitions in order to students to enrich their learning experiences	Science	Activity Record Attendance Record Teacher Comment		✓				SE
8	Chemistry-Competition	10/2024-7/2025	S3 to S5	20	\$500.00	\$25.00	To subsidize students' participation in Chemistry related competitions in order to students to enrich their learning experiences	Science	Activity Record Attendance Record Teacher Comment		✓				CHEM
9	History-Field Visit & activities	10/2024-6/2025	S1 to S5	40	\$5,800.00	\$145.00	To develop students' interest in learning history through the explorations of local history	History	Activity Record Attendance Record Teacher Comment		✓				HIST
10	CSD-Field visit	10/2024-6/2025	S4 to S5	100	\$5,000.00	\$50.00	To develop students' interest through outing	Citizenship and Social Development	Activity Record Attendance Record Teacher Comment	✓	✓				CSD
11	Putonghua-activities	10/2024-6/2025	S1 to S3	360	\$1,700.00	\$4.72	To develop students' interest and ability in learning Putonghua through various activities	Chinese Language	Activity Record Attendance Record Teacher Comment		✓				PTH
12	Chinese History-Activity	10/2024-6/2025	S1 to S5	600	\$10,000.00	\$16.67	To develop students' interest in learning Chinese history through the explorations of local history	Others, please specify: CHIST	Activity Record Attendance Record Teacher Comment		✓				CHIST
13	Geography-Field Trip	10/2024-8/2025	S1 to S5	150	\$30,000.00	\$200.00	To develop students' interest in applying knowledge of Geography to solve real life problems and issues	Geography	Activity Record Attendance Record Teacher Comment		✓				GEO
14	Biology-Field Trips	10/2024-8/2025	S3 to S5	120	\$16,500.00	\$137.50	To facilitate students' interest in Biology related areas and perspectives	Science	Activity Record Attendance Record Teacher Comment		✓				BIO

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain ¹ (Including KLAs, cross-curricular, latest education development directions; more than one option can be selected)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ the appropriate box(es); more than one option can be selected)					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Values Education	Intellectual Development (closely linked with curriculum)	Physical and Aesthetic Development	Community Service	Career-related Experiences	
15	Integrated Science-STEM	10/2024-8/2025	S1 to S2	240	\$44,000.00	\$183.33	To facilitate students' interest in STEM related areas and perspectives	Science	Activity Record Attendance Record Teacher Comment		✓				IS
16	Economics-Field Visit	10/2024-8/2025	S4 to S5	80	\$2,000.00	\$25.00	To develop students' interest in applying knowledge of Economics to solve real life problems and issues	Others, please specify:ECON	Activity Record Attendance Record Teacher Comment		✓				ECON
17	Economics-Competition	10/2024-6/2025	S1 to S5	20	\$4,000.00	\$200.00	To develop students' interest in applying knowledge of Economics to solve real life problems and issues	Others, please specify:ECON	Activity Record Attendance Record Teacher Comment		✓				ECON
18	DAT-Robot Team	10/2024-6/2025	S1 to S5	30	\$4,000.00	\$133.33	To facilitate students' interest in STEM related areas and perspectives	Cross-Disciplinary (STEAM)	Activity Record Attendance Record Teacher Comment		✓				DT
19	DAT-STEM	10/2024-6/2025	S1 to S5	20	\$3,500.00	\$175.00	To subsidize students' participation in STEM related competitions in order to students to enrich their learning experiences	Cross-Disciplinary (STEAM)	Activity Record Attendance Record Teacher Comment		✓				DT
20	Computer Literacy - Activities	10/2024-6/2025	S1 to S3	360	\$1,000.00	\$2.78	To develop students' interest and ability in IT through various activities	Cross-Disciplinary (STEAM)	Activity Record Attendance Record Teacher Comment		✓				COMP
21	Aesthetic Development (Arts)- Workshop & activities	10/2024-7/2025	S1 to S5	600	\$37,500.00	\$62.50	To encourage students' participation in music and art activities	Arts (Visual Arts)	Activity Record Attendance Record Teacher Comment		✓	✓			VA
22	Aesthetic Development (Music)- Workshop & activities	10/2024-7/2025	S1 to S5	600	\$150,000.00	\$250.00	To cultivate students' interest in art and music performance	Arts (Music)	Activity Record Attendance Record Teacher Comment			✓			MUSIC
23	Perfect Training Program	10/2024-6/2025	S3 to S5	50	\$25,188.00	\$503.76	To enhance students' leadership and problem solving skills	Leadership Training	Activity Record Attendance Record Teacher Comment	✓			✓		DC
24	Life Planning-Camping & workshop	10/2024-7/2025	S5 to S6	240	\$52,000.00	\$216.67	To assist students in understanding a career that they are interested in, and thus develop their sense of belongings and self-direction	Others, please specify: LPEC	Activity Record Attendance Record Teacher Comment					✓	LPEC
25	ECA -Interest Classes, Visits and various activities	10/2024-7/2025	S1 to S6	700	\$78,600.00	\$112.29	To cultivate students' interest in different areas and perspectives	Others, please specify:ECA	Activity Record Attendance Record Teacher Comment	✓	✓		✓		ECAC
26	ECA - Debate team Interest class	10/2024-8/2025	S1 to S6	30	\$65,950.00	\$2,198.33	To enhance students' debate knowledge and skills & enhance students' confidence through teamwork and practices	Others, please specify: ECA	Activity Record Attendance Record Teacher Comment		✓				ECAC
27	ECA-Dance Team	10/2024-8/2025	S1 to S6	30	\$20,250.00	\$675.00	To cultivate students' interest and strengthen their ability in physical activities	Physical Education	Activity Record Attendance Record Teacher Comment			✓			ECAC
28	ECA-Leadership Training Programs & Activities	10/2024-6/2025	S1 to S5	100	\$21,000.00	\$210.00	To enhance students' team spirits, skills and self-confidence through various leadership training activities, service learning and uniformed groups	Leadership Training	Activity Record Attendance Record Teacher Comment	✓			✓		ECAC
29	ECA-Red Cross training activities	10/2024-6/2025	S1 to S5	50	\$10,500.00	\$210.00	To enhance students' team spirits, skills and services through training	Leadership Training	Activity Record Attendance Record Teacher Comment	✓			✓		ECAC
30	Physical Development-Sports Training Courses	10/2024-8/2025	S1 to S5	200	\$263,000.00	\$1,315.00	To cultivate students' interest and strengthen their ability in physical activities	Physical Education	Activity Record Attendance Record Teacher Comment			✓			PE
31	Religious-Gospel Fortnight & Student Christian Fellowship &camping activity	10/2024-7/2025	S1 to S6	700	\$93,500.00	\$133.57	To strengthen students' pursuit of character and personal accomplishments and cultivate students' sense of direction and belonging	Others, please specify: Religious	Activity Record Attendance Record Teacher Comment	✓			✓		REC

No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain ¹ (Including KLA's, cross-curricular, latest education development directions; more than one option can be selected)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ the appropriate box(es); more than one option can be selected)					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Values Education	Intellectual Development (closely linked with curriculum)	Physical and Aesthetic Development	Community Service	Career-related Experiences	
32	MCE-Guest Talks and activities	10/2024-7/2025	S1 to S6	700	\$33,000.00	\$47.14	To enhance students' concern for the society, strengthen their understanding of citizenship and national identity	Moral, Civic and National Education	Activity Record Attendance Record Teacher Comment	✓			✓		MCE
(Please insert rows above if the space provided is insufficient.)															
Sub-total of Item 1.1				8,700	\$1,127,438.00										
1.2	Non-Local Activities: To organise or participate in non-local exchange activities or non-local competitions to broaden students' horizons														
1	CSD-Study Tour	10/2024-6/2025	S5	120	\$5,000.00	\$41.67	To develop students' interest through outing	Citizenship and Social	Activity Record Attendance Record	✓					CSD
2															
3															
4															
5															
(Please insert rows above if the space provided is insufficient.)															
Sub-total of Item 1.2				120	\$5,000.00										
Total for Category 1				8,820	\$1,132,438.00										

Note1: In response to the latest educational development and students’ needs, schools could make suitable use of the Grant to enhance the effort in promoting patriotic education, STEAM education and student mental health.

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

No.	Item	Purpose	Estimated Expenses (\$)
1	School improvement works for Aesthetic Development related activities	Procure and maintain system for school activities	\$12,000.00
2	School improvement works for STEM related activities	Procure and maintain system for school activities	\$91,972.00
3			
(Please insert rows above if the space provided is insufficient.)			
Estimated Expenses for Category 2			\$103,972.00
Estimated Expenses for Categories 1 & 2			\$1,236,410.00

Category 3: Estimated Number of Student Beneficiaries (Compulsory)

Total number of students in the school:	706
Estimated number of student beneficiaries:	706
Percentage of students benefitting from the Grant (%):	100%
Name of Contact Person for LWL:	Mr. Yeung Wing Sun
Post of Contact Person for LWL:	Vice Principal

Wa Ying College
2024-2025 Programme Proposal for DLG-funded Other Program

Subject / Domain	Program	Objective(s)	Targets (No./level/selection)	Duration/ Start Date	Deliverables	Teacher i/c	Budget
Music	Network Program	To enhance the subject choices of students. Develop students' sense of artistic appreciation	S4–S6	From Oct 2024 to July 2025	<ul style="list-style-type: none"> Students are required to attended the Network Program organized by Wah Yan College (Kowloon) 	Ms. Chan Tsz Shing	\$21,000
English	Debate Coach	Develop students' high order thinking skill	S4–S5	From Oct 2024 to Aug 2025	<ul style="list-style-type: none"> External competition Organize Chinese debate competitions by school houses Debate skills taught in the lesson 	Ms. Wong Shu Yan Sharon	\$51,750
English	Skill Training	Enhance students' English ability	S4–S6	From Oct 2024 to Aug 2025	<ul style="list-style-type: none"> Students will enhance their English ability and thinking skills. 	Ms. Lam Mei Yee Sandra	\$11,250

Total: \$84,000

School-based After-school Learning and Support Programmes 2024/25

School-based Grant - Programme Plan

Name of School: Wa Ying College

Staff-in-charge : Mr. Yeung Wing Sun (Vice-principal)

Contact Telephone No.: 2760 7772

A. The estimated number of students (count by heads) benefitted under the Grant is 100 including ((A) 10 CSSA recipients, (B) 71 SFAS full-grant recipients and (C) 20 under the 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		
Chinese History Tutorial group	To enhance students' Chinese History knowledge	Better result in the assessment	Performance in the test/examination	09/2024 to 05/2025	0	12	2	\$12,000	Private tutors
Chinese Debate Team	To enhance the language and self-confidence training	Better performance in the competition.	Students' performance in the competition	09/2024 to 05/2025	2	6	2	\$11050	Coach
Mathematics Enhancement class	To enhance students' ability to learn Mathematics	Better result in the assessment	Students' performance in the test/examination	09/2024 to 05/2025	5	12	4	\$23,000	Private tutors
English Study Group	To enhance students' ability to learn English	Better result in the assessment	Performance in the test/ Examination	09/2024 to 06/2025	2	10	6	\$18,750	Private tutors
Chinese Study Group	To enhance students' ability to learn Chinese	Better result in the assessment	Performance in the test/ Examination	09/2024 to 05/2025	1	21	4	\$20,000	Private tutors
Geography Study Group	To enhance students' ability to learn Geography	Better result in the assessment	Performance in the test/ Examination	09/2024 to 05/2025	0	6	1	\$5000	Private tutors
History Study Group	To enhance students' History knowledge	Better result in the assessment	Students' performance in test/ examination	09/2024 to 05/2025	0	4	0	\$5000	Private tutor
	@No. of man-times				10	71	19	\$94800	
					100				

**Total no. of man-times

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).

To: Chief School Development Officer, _____ Kowloon City _____ District School Development Section

Name of School: Wa Ying College

Contact Person and Position Held: Mr. Yeung Wing Sun (Vice Principal)

Checklist of Student Safety and Health Measures (2024/2025 school year)

[Please submit on or before 30 November]

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
1. General safety					
a) School equipment and installations	3.4.1 Paragraph 1a to 1c	<ul style="list-style-type: none"> • Properly install and maintain school equipment • All hazardous chemicals/ poisons should be clearly labelled and kept in locked rooms / cupboards • All sealed radioactive sources should be labelled and stored properly according to “Code of Practice on the Use of Sealed Radioactive Sources for Teaching Purposes in Schools” • Students are only allowed to enter science laboratories in the presence of and with the permission of teachers • The preparation rooms and chemical storerooms should not be accessible to students and unauthorised staff • Develop clear usage guidelines 	Mr. Chan Wai Hung Mr. Lam Wang Yuen	GAC Head SE Head	2024/09/02
b) Recess, lunch time and school dismissal	3.4.1 Paragraph 1d	<ul style="list-style-type: none"> • Assign adequate members of staff to be on duty and patrol the school premises 	Mr. Yeung Wing Sun	Vice Principal	2024/09/02

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
c) Inclement weather	3.4.1 Paragraph 1e	<ul style="list-style-type: none"> Formulate a contingency plan 	Mr. Yeung Wing Sun	Vice Principal	2024/09/02
2. During lessons and school activities					
a) Subjects under Science Education Key Learning Area	3.4.1 Paragraph 2a	<ul style="list-style-type: none"> Establish an effective safety management system (e.g. setting up a standing committee on laboratory safety) to ensure that safety measures are properly implemented and any emergencies occurring in science laboratories are dealt with in an effective and efficient manner Formulate or revise laboratory safety policies and laboratory rules, and the emergency plan for laboratories Ensure that risk assessment has been conducted before conducting practical activities to evaluate the potential hazards in practical activities and ensure appropriate control measures have been taken Give clear instructions to students before each experiment, and remind them of the potential hazards and safety precautions to take Note the health conditions of students as far as possible so that precautions can be taken where appropriate Give sufficient supervision and guidance to students during experiments “Science Education - Laboratory Safety and Management” webpage 	Mr. Lam Wang Yuen	SE Head	2024/09/02

(revised in August 2024)

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
		<ul style="list-style-type: none"> • “Code of Practice on the Use of Sealed Radioactive Sources for Teaching Purposes in Schools” • “Safety Handbook for Primary Science” (2024) (Chinese version only) 			
b) Subjects under Technology Education Key Learning Area	3.4.1 Paragraph 2b	<ul style="list-style-type: none"> • “Technological Subjects - Safety in School Workshops” webpage • “Teaching Technology and Living/Home Economics in Secondary Schools Safety Booklet” (2010) 	Ms. Li Sze Yung, Celia Ms. Yiu Wai Che	DT Head HE Head	2024/09/02
c) General Studies for primary schools	3.4.1 Paragraph 2c	<ul style="list-style-type: none"> • “Safety Handbook for General Studies for Primary Schools” (2011) 	Nil	Nil	Nil
d) Visual Arts	3.4.1 Paragraph 2d	<ul style="list-style-type: none"> • “Guidelines on Safety for Visual Arts in Primary Schools” (2023) • “Guidelines on Safety for Visual Arts in Secondary Schools” (2023) 	Mr. Wong Pui Leung	AE Head	2024/09/02
e) Physical Education, co-curricular physical activities, games day, swimming and athletics activities	3.4.1 Paragraph 2e & f	<ul style="list-style-type: none"> • “Safety Guidelines on Physical Education Key Learning Area for Hong Kong Schools” (2023) 	Mr. Tse Sai Chiu	PE Head	2024/09/02
f) Extra-curricular activities, outdoor activities and study tours	3.4.1 Paragraph 2g	<ul style="list-style-type: none"> • “Guidelines on Extra-curricular Activities in Schools” • “Guidelines on Outdoor Activities” 	Mr. Lai Chor Yin	ECA Head	2024/09/02

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
		<ul style="list-style-type: none"> • “Guidelines on Study Tours Outside Hong Kong” • “Guidance Notes for the Arrangement of School Visits to Historic Monuments and Archaeological Sites in Hong Kong” 			
3. Handling accidents and medical emergency	3.4.2 & 3.4.3	<ul style="list-style-type: none"> • Establish a crisis management mechanism, follow up minor, serious or life-threatening accidents and medical emergencies properly • At least 2 teachers are trained in administering first aid • Encourage teachers to attend first aid training courses regularly • Keep a comprehensive record of all accidents, with details of each accident and the treatment given to the injured students, etc. • Maintain fully equipped first aid boxes and fit them in appropriate locations • All science teachers, teachers teaching in workshops and their assistants are familiar with the contents in the first aid boxes and their use • Provide a suitable room for medical inspection and first aid 	Dr. Wun Chi Wa Mr. Yeung Wing Sun Mr. Chan Wai Hung	Principal Vice Principal GAC Head	2024/09/02
4. School bus services	3.4.4	<ul style="list-style-type: none"> • Choose and supervise school bus services properly • Draw up guidelines for ensuring safety of pupils on school transport vehicles for 	Nil	Nil	Nil

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
		stakeholders' adherence <ul style="list-style-type: none"> • Every school bus and school private light bus provides an escort while in operation • “Guidelines for Ensuring Safety of Pupils on School Transport Vehicles” 			
5. Students' health matters					
a) Students' health records	3.5.2 Paragraph 1	<ul style="list-style-type: none"> • Issue a circular letter annually to parents to solicit their co-operation in reporting the medical history of their children • Keep students' health records properly • Handle students' health records in accordance with the Personal Data (Privacy) Ordinance 	Ms. Yu On Ki	SAC Head	2024/09/02
b) Appropriate arrangements for students with health problems	3.5.2 Paragraph 2	<ul style="list-style-type: none"> • Advise student's parents/ guardians to submit a medical certificate issued by an attending physician • Follow doctors' advice to arrange appropriate amount of physical exertion for students • Comprehend student's conditions and medical history and be watchful for the health conditions of students • Take Air Quality Health Index into consideration when conducting activities 	Mr. Yeung Wing Sun Mr. Tse Sai Chiu	PE Head	2024/09/02
c) Healthy meals	3.5.5 Paragraph 1	<ul style="list-style-type: none"> • Arrange a lunch break of about 1 hour per school day • Set up co-ordination groups to work out the healthy and environmentally friendly 	Ms. Yu On Ki	SAC Head	2024/09/02

(revised in August 2024)

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
		<p>meal policy and practices, to supervise, co-ordinate and improve meal arrangements for students</p> <ul style="list-style-type: none"> • Refer to relevant EDB circulars and guidelines as well as the guidelines issued by other relevant Government departments (including the Department of Health and the Food and Environmental Hygiene Department) 			
6. Discipline	3.6.1	<ul style="list-style-type: none"> • Draw up discipline policies and procedures • Establish a discipline team to oversee the planning, organisation, development and monitoring of matters relating to student discipline at school • Formulate policy and measures to prevent students' behavioural problems, such as bullying, discrimination and sexual harassment, etc., and cultivate a safe and orderly learning environment for the students • “Student Guidance and Discipline Services” webpage 	Ms. Hui Mei Lin	DC Head	2024/09/02
7. Serious student behavioural problems					
a) Suicidal behaviours	3.7.1	<ul style="list-style-type: none"> • Formulate school-based policies and measures for early detection of and support to students with suicidal behaviours 	Mr. Law Chi Wai	GCG Head	2024/09/02

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
		<ul style="list-style-type: none"> • “A Resource Handbook for Schools: Detecting, Supporting and Making Referral for Students with Suicidal Behaviours” • “School Crisis Management: Handbook of aftermath intervention and psychological support (Applicable to injury and death of students and staff)” 			
b) Drug taking and trafficking	3.7.2	<ul style="list-style-type: none"> • Formulate a school-based Healthy School Policy with an anti-drug element to institutionalise a drug-free school culture, review the preventive measures regularly and evaluate effectiveness • Handle suspected drug cases prudently, including handling cases of which students suspected to have taken drugs/in possession of drugs or involved in drug trafficking according to the relevant guidelines • “Healthy School Policy” webpage 	Ms. Hui Mei Lin	DC Head	2024/09/02
c) Bullying	3.7.6	<ul style="list-style-type: none"> • Adopt a “Whole School Approach” to formulate and implement anti-bullying strategies, take positive measures to ensure the safety of students and against bullying in school • EDBC18/2008 “Creating Harmonious School” 	Ms. Hui Mei Lin	DC Head	2024/09/02

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
8. Guideline on the use of physical restraint or seclusion to handle students with special educational needs having serious emotional and behavioural problems (if applicable)	3.8.4 Paragraph 3	<ul style="list-style-type: none"> Develop school-based policies and guidelines on physical restraint or seclusion in accordance with the “Guideline on the use of physical restraint or seclusion to handle students with special educational needs having serious emotional and behavioural problems” Arrange relevant professional training for relevant school personnel 	<p>School Section: Mr. Law Chi Wai</p> <p>Boarding Section: Nil</p>	<p>School Section: CGC Head</p> <p>Boarding Section: Nil</p>	<p>School Section: 2024/09/02</p> <p>Boarding Section: Nil</p>
9. Boarding service of aided special schools (if applicable)	3.8.4 Paragraph 4	<ul style="list-style-type: none"> In accordance with the “Practice Guide for Special Schools on Planning and Managing Boarding Service” (Practice Guide), lay down school-based policies and relevant guidelines for planning and managing the service and daily operation of the boarding section, incorporating fundamental elements and requirements of daily operation of the boarding section, for compliance by the staff concerned, including but not limited to: <ul style="list-style-type: none"> self-improvement mechanism: lay down arrangements for school’s Incorporated Management Committee to inspect the boarding section every school year, including defining the items to be inspected and inspection record templates facilities and safety measures: formulate relevant measures, such as 	<p>School Section: Nil</p> <p>Boarding Section: Nil</p>	<p>School Section: Nil</p> <p>Boarding Section: Nil</p>	<p>School Section: Nil</p> <p>Boarding Section: Nil</p>

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
		<p>inspect the boarding section regularly, check equipment and deploy staff to perform or review relevant tasks</p> <ul style="list-style-type: none"> – medical examination: ensure that boarders are medically examined by a medical practitioner before being admitted – nursing service: formulate working processes and guidelines for daily care and special nursing – meal arrangements: formulate mechanisms and arrangements for providing meals – safety measures: lay down duty roster and inspection arrangements to ensure adequate staff to take care of boarders during both daytime and nighttime – closed-circuit television (CCTV) systems: formulate school-based policies and mechanisms for the monitoring and review of CCTV video footage – identifying, preventing, and handling suspected cases of child maltreatment: formulate working guidelines for staff – prevention of communicable diseases: formulate school-based policies and guidelines for preventing 			

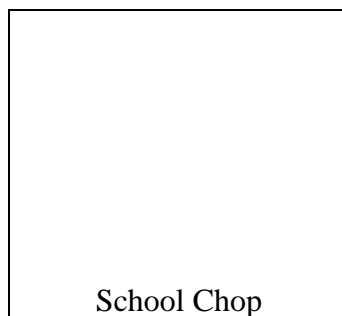
Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
		<p>communicable diseases</p> <ul style="list-style-type: none"> – serious/life-threatening accidents involving boarders in the boarding sections of aided special schools: formulate school-based policies and guidelines for handling respective incidents – maintain related records to complement the above operational needs 			
10. Legislations of school premises	8.2.1 Paragraph 4	<ul style="list-style-type: none"> • Formulate school-based guidelines and measures to ensure that the restrictions on the structural requirements and use of roof playground, arrangement of gymnastics/ other form of physical education, assembly of students and furnishing of classrooms are properly observed 	Mr. Chan Wai Hung	GAC Head	2024/09/02
11. Security measures in schools	8.3.1	<ul style="list-style-type: none"> • Ensure that the school has sufficient security measures in place to protect school property from misuse, damage, theft, and burglary • Formulate school-based security policy • Assign staff members as “security officers” • Comply with the “Guidance on CCTV Surveillance and Use of Drones” published by the Office of the Privacy Commissioner for Personal Data 	Mr. Chan Wai Hung	GAC Head	2024/09/02

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
12. Fire prevention measures	8.3.3	<ul style="list-style-type: none"> • Keep exits from classrooms and the school premises free from obstruction at all times • Ensure that all fire services installations and equipment, including fire extinguishers, are in good condition and easily accessible • Provide additional buckets of water and sand in laboratories for extinguishing fire • Display the fire escape routes plan in all classrooms and dormitories • Conduct fire drills at least once every six months and ensure that all members of the school participate • Ensure that when an alarm is sounded on one fire alarm bell, it is immediately relayed to all other alarm bells • Adhere to the restrictions and requirements for the use of naked flame on school premises 	Mr. Chan Wai Hung Ms. Hui Mei Lin	GAC Head DC Hea	2024/09/02
13. Stair wells or other kinds of light wells	8.3.4	<ul style="list-style-type: none"> • Construct safety nets on every floor of stair wells or other kinds of light wells for the sake of the safety 	Mr. Chan Wai Hung	GAC Head	2024/09/02
14. Crisis management	3.7.1 & 8.4	<ul style="list-style-type: none"> • Set up a Crisis Management Team to formulate school-based mechanisms, procedures, guidelines and contingency plans, which should be regularly reviewed and updated as necessary, for effective handling of crises • Conduct drills periodically 	Dr. Wun Chi Wa	Principal	2024/09/02

Item	Chapter and Paragraph in School Administration Guide	Key Content and Guidelines/Handbooks	Name(s) of Responsible Person(s)	Position	Date of Completing Review and Follow-up
15. Others (if applicable)			Nil	Nil	Nil

Please note: This checklist only lists the key topics in relation to student safety and health and is by no means exhaustive. Schools are required to comply with the Education Ordinance, Education Regulations, Code of Aid, circulars, guidelines and handbooks issued and updated by the EDB from time to time as well as the provisions of the relevant laws in Hong Kong. Schools may, having regard to their school-based circumstances and needs, suitably enrich the content of this checklist.

I confirm that the above information is accurate and was endorsed by Incorporated Management Committee/School Management Committee at the meeting on 2024/11/21 (dd/mm/yyyy).



Signature of School Principal : _____

Name of School Principal : Dr. Wun Chi Wa

Date : 2024/11/21

致：總學校發展主任(李廣榮先生)

維護國家安全及國家安全教育相關措施的工作計劃

2024-2025 學年

學校名稱： 華英中學

範疇	措施	評估方法	推行時間	負責人	所需資源
學校行政	通過「維護國家安全及國家安全教育」工作小組商討，持續監察各項維護國家安全措施的落實情況和成效，並倡導國家安全教育。	觀察／會議檢討	9/2024-7/2025	1. 校長 2. 副校長 3. 工作小組和獲委派專責人員	人力資源
	持續完善學校舉辦活動的機制和程序，確保以學校名義舉辦的活動（包括學生活動、課外活動、邀請校外嘉賓演講、校友或家長教師會為學生舉辦的活動、校外導師任教的活動等），不會涉及危害國家安全。	觀察／會議檢討	9/2024-7/2025	各科組負責人	1. 人力資源 2. 教育局相關指引
	優化校舍管理機制，如當值同事巡視時留意校園範圍展示的字句、物件及單張等；另外定期檢視圖書館雜誌、藏書、電子書、網上閱讀平台、其他電子學習資源等，確保符合要求。	觀察／會議檢討	9/2024-7/2025	1. 副校長 2. 助理校長 3. 各學科負責人 4. 圖書館負責老師 5. 總務組	1. 人力資源 2. 教育局相關指引
	透過具體策略和應變措施，預防和處理政治或其他違法活動入侵校園及其他突發情況，為學生締造安全有序的學習環境，促進學生有效學習及健康成長。	觀察／會議檢討	9/2024-7/2025	1. 危機處理小組成員 2. 獲委派的專責人員	1. 人力資源 2. 教育局相關指引

範疇	措施	評估方法	推行時間	負責人	所需資源
	定期向校董會匯報維護國家安全及國家安全教育相關措施進行情況。	會議檢討	9/2024-7/2025	1. 校長 2. 副校長	人力資源
	檢視租借校舍條款，確保校舍使用者無進行不合合約條款的活動，並同時列明違法行為。	會議檢討	9/2024-7/2025	1. 副校長(學校行政) 2. 總務組主席 3. 學校行政主任	1. 人力資源 2. 教育局相關指引
	學校進行採購時，將在招書文件加入國安條款，列明可以基於國家安全而容許學校取消供應商的資格和終止合約。	會議檢討	9/2024-7/2025	1. 副校長(學校行政) 2. 學校行政主任及會計	1. 人力資源 2. 教育局相關指引
人事管理	編配人手負責統籌和協調與維護國家安全及國家安全教育相關的工作，並促進不同持份者的溝通和協作。	會議檢討	9/2024-7/2025	1. 校長 2. 副校長	人力資源
	檢視合約條款列明與學校聘任的專責人員相關的條款，包括學校社工／輔導人員、教育心理學家、言語治療師、外聘講員、學科導師及非教學人員等，闡述學校對其在道德行為及專業表現的期望，以確保相關專責人員秉持其專業範疇的工作守則和操守。	校本處理流程／ 會議檢討	9/2024-7/2025	1. 校長 2. 副校長 3. 各科組負責人 4. 學校行政主任	教育局相關指引
	持續更新和國民教育相關的資訊平台，讓同事獲取局方發放及需留意的資訊。	會議檢討	9/2024-7/2025	1. 副校長(學與教) 2. 學校行政主任	1. 人力資源 2. 教育局相關指引、通告
教職員培訓	檢視同事報讀《憲法》與《基本法》及《香港國安法》的教師培訓課程及主題講座的情況，推動全體同事進修相關課程。	會議檢討	9/2024-7/2025	1. 副校長(學與教) 2. 教師發展組主席 3. 各科組負責人	教育局及合適的培訓單位提供課程

範疇	措施	評估方法	推行時間	負責人	所需資源
學與教	按《香港國家安全教育課程框架》，各科目及學習領域在教學進度表上明確標示回應國家安全教育的課題。	會議檢討	9/2024-7/2025	1. 副校長(學與教) 2. 各學習領域負責人及科主任	相關學與教及評估資源
	沿用校內的監察機制，促進各學習領域／科目／跨學科組別定期檢視學與教、測考、有關《憲法》、《基本法》及國家安全教育的校本學與教資源，及將相關資料存檔不少於兩年。	會議檢討	9/2024-7/2025	1. 副校長(學與教) 2. 各學習領域負責人及科主任 3. 考試組主席	1. 相關工作執行時間表 2. 資訊科技技術支援
	按教育局指引升掛國旗／區旗及奏唱國歌，於每個星期、學校重要的日子(如畢業禮、校慶)及重要節慶日子(元旦日、香港特別行政區成立日、國慶日、國家憲法日、國家安全教育日等) 升掛國旗及奏唱國歌；透過培訓升旗儀式學生大使，教導同儕儀式及奏唱國歌應有的禮儀，加強同學對國家象徵和標誌的認識和尊重，培養國家觀念和國民身份認同。 另外，將參考國民教育活動規劃年曆，於升掛國旗及奏唱國歌後，透過國旗下的講話分享國家的最新發展、中華文化等資訊，加強學生對國家的認識。	觀察／ 學生及老師問卷／ 會議檢討	9/2024-7/2025	1. 德育及公民教育委員會主席 2. 制服團隊/升旗隊負責人 3. 資訊科技委員會主席 4. 總務組 5. 各科組負責人	1. 國旗等物資 2. 教師及學生培訓資源 3. 升旗儀式指引等

範疇	措施	評估方法	推行時間	負責人	所需資源
	國民及國安教育活動是配合學生的多樣性及發展需要和能力而設計，安排同學參與校際、全港性及全國性的國民教育活動，如持續讓學生參與教育局《憲法》和《基本法》學生校園大使培訓計劃，讓同學參與多元化的全方位學習及培訓活動，發展領袖才能及拓寬視野，培養同學成為德才兼備、有承擔、有視野及愛國家的良好公民。	會議檢討	9/2024-7/2025	1. 副校長(學與教) 2. 德育及公民教育委員會主席 3. 各科組負責人	1. 合適的主辦單位及活動內容 2. 資助撥款
	持續更新及推廣價值觀教育自學平台，讓學生進行相關學習，平台上備有多元化的練習，鼓勵學生於課餘使用，增潤知識，鞏固所學。適逢 2024 年為中華人民共和國成立的 75 周年，將發放相關的活動和學習資源給學生。	會議檢討	9/2024-7/2025	1. 副校長(學與教) 2. 德育及公民教育委員會主席 3. 各科組負責人	合適的教材
	發展初中「公民、經濟與社會科」，使學生能以廣闊的視野來了解世界、國家、本地社會發展趨勢和相互依存的關係，培育學生正確的價值觀和態度，成為德才兼備的未來人才。	會議檢討	9/2024-7/2025	1. 副校長(學與教) 2. 相關科組負責人	合適的教材
學生訓輔及支援	繼續使用行之有效的機制和支援方案，定期檢視學生違規情況，制訂適切的訓輔策略。	觀察／會議檢討	9/2024-7/2025	1. 助理校長 2. 訓育及輔導委員會主席 3. 社工/教育心理學家	培訓課程及人力資源

範疇	措施	評估方法	推行時間	負責人	所需資源
家校合作	持續舉辦家校合作及家長教育活動，建立良好的家校合作關係；並透過講座、工作坊和聚會等，讓家長互相分享心得和經驗，本年的活動主題包括教養方法、生涯規劃及關注青少年的精神健康等。	持份者問卷／ 會議檢討	9/2024-7/2025	1. 家校合作委員會主席 2. 輔導委員會主席 3. 生涯規劃委員會主席	1. 合適的主辦單位及講員 2. 資助撥款
其他	／	／	／	／	／

致： 教育局常任秘書長

經辦： 教育局教育統籌委員會秘書處（傳真號碼：2537 4591）

（學校請於 **2024 年 11 月 30 日或之前**透過傳真提交填妥的學校計劃。如學校遲交有關文件，本局會按需要要求學校提交書面解釋。若情況嚴重，本局會向其法團校董會／校董會／學校管理委員會再作跟進。）

適用於錄取 1 至 9 名非華語學生¹的普通中學²

**加強支援非華語學生的中文學與教
額外撥款
2024/25 學年學校計劃（普通中學適用）**

學校名稱	： 華英中學
學校註冊編號	： 170313（6 位數 SCRN）
學校電話號碼	： 27607772
學校傳真號碼	： 27142944
總統籌人員姓名	： 江佩瑜
總統籌人員電郵	： <u>jk@waying.edu.hk</u>

按 2024/25 學年收生實況調查指定的參照日期（一般為 9 月中旬）³，本校全校共錄取1名非華語學生（不包括在校內修讀非本地課程的非華語學生），並已在網上校管系統（WebSAMS）內核實及更新非華語學生的資料。按教育局通告第 8/2020 號，本校在 2023/24 學年獲提供額外撥款⁴。本校知悉教育局會根據收生實況調查指定的參照日期收集所得的學生人數與結果（當中包括經學校核實的非華語學生資料），計算本校在 2024/25 學年應獲提供的額外撥款額。若本校所呈報的預計合資格的非華語學生人數與收生實況調查結果有差異而影響全年的額外撥款額，教育局會在 2024 年第一季按需要調整或安排收回已發放的資助。本校承諾會在 2024/25 學年內將額外撥款差額（如適用）全數歸還教育局。

¹ 規劃教育支援措施時，「家庭常用語言不是中文」的學生均歸納為非華語學生。

² 普通中學包括公營中學及提供本地課程的直接資助計劃（直資）中學。

³ 直資學校的額外撥款額一般會按學校每年 9 月底錄取的非華語學生人數而定。

⁴ 錄取 1 至 5 名和 6 至 9 名非華語學生的普通中學於 2020/21 學年分別獲提供 15 萬元和 30 萬元的額外撥款。額外撥款額會以此為基數，分別根據綜合消費物價指數變動和公務員薪酬調整幅度按學年調整。經調整後的 2024/25 學年額外撥款額（如適用）會於 2024 年 8 月中旬在教育局專題網頁（網址：https://www.edb.gov.hk/ncs_chi）公布。

本校確保非華語學生與華語同儕享有同等學習中文的機會，並將充分及適時運用額外撥款作特定用途（即加強支援非華語學生的中文學與教及建構共融校園，包括加強與非華語學生家長的溝通和家校合作）。

本校 2024/25 學年的學校計劃已獲法團校董會／校董會／學校管理委員會通過。

（一）整體規劃

（1）安排專責統籌人員（教師／小組）

本校已安排以下專責人員統籌加強支援非華語學生的中文學與教及建構共融校園的事宜：

姓名及職位	教授中文科的經驗	教授非華語學生中文科的經驗
總統籌人員姓名： <u>江佩瑜</u> <input checked="" type="checkbox"/> 副校長 <input type="checkbox"/> 中文科主任 <input type="checkbox"/> 中文科任教師 <input type="checkbox"/> 其他（請說明）： _____	<input type="checkbox"/> 不適用 <input type="checkbox"/> 1 年以下 <input type="checkbox"/> 1 年至少於 4 年 <input type="checkbox"/> 4 年至少於 7 年 <input checked="" type="checkbox"/> 7 年或以上	<input checked="" type="checkbox"/> 不適用 <input type="checkbox"/> 1 年以下 <input type="checkbox"/> 1 年至少於 4 年 <input type="checkbox"/> 4 年至少於 7 年 <input type="checkbox"/> 7 年或以上
副統籌人員（如有）姓名： <u>李佩芬</u> <input type="checkbox"/> 副校長 <input checked="" type="checkbox"/> 中文科主任 <input type="checkbox"/> 中文科任教師 <input type="checkbox"/> 其他（請說明）： _____	<input type="checkbox"/> 不適用 <input type="checkbox"/> 1 年以下 <input type="checkbox"/> 1 年至少於 4 年 <input type="checkbox"/> 4 年至少於 7 年 <input checked="" type="checkbox"/> 7 年或以上	<input checked="" type="checkbox"/> 不適用 <input type="checkbox"/> 1 年以下 <input type="checkbox"/> 1 年至少於 4 年 <input type="checkbox"/> 4 年至少於 7 年 <input type="checkbox"/> 7 年或以上

（2）確保教職員了解有關事宜及提升其文化敏感度

本校的專責統籌人員將於 2024/25 學年透過以下方式，確保教職員了解學校支援非華語學生的政策及措施，以及提升他們的文化敏感度（可選多於一項）：

- ☒ 向教職員闡釋有關政策及措施／匯報推行有關措施的進展
- ☐ 安排教師參與教育局與平等機會委員會協辦有關支援非華語學生暨建構共融校園的分享會
- ☐ 其他（請說明）：_____

☐ 請在適當的方格內加上「√」號

(3) 安排教學人手

本校於 2024/25 學年教授有非華語學生班別／組別中文科的教學人員及其相關經驗如下：

職位	人數	教授有非華語學生班別／組別中文科的經驗	人數
科任教師	(1) 名	1 年以下	() 名
		1 年至少於 4 年	() 名
		4 年至少於 7 年	() 名
		7 年或以上	(1) 名
教學助理	(1) 名	1 年以下	(1) 名
		1 年至少於 4 年	() 名
		4 年至少於 7 年	() 名
		7 年或以上	() 名

(4) 安排教師專業培訓

為提升中文科教學人員教授中文作為第二語言的專業能力，本校將於 2024/25 學年：

☒ 初步計劃安排他們參加的相關培訓如下（可選多於一項）：

- ☐ 教育局舉辦有關「中國語文課程第二語言學習架構」（「學習架構」）及／或《中國語文校內評估工具—非華語學生適用》（《評估工具》）的研討會、工作坊等
- ☐ 教育局專業人員／教育局委託專上院校提供的校本支援服務
- ☐ 教育局透過語文基金推行的「教授中文作為第二語言專業進修津貼計劃」
- ☐ 教育局委託香港教育大學開辦為期五星期的「為非華語學生而設的中國語文教學專業進修課程證書」
- ☒ 校內中文科教學人員同儕觀課，進行專業交流，分享心得
- ☒ 校內中文科教學人員共同備課，調適教學策略和教學內容等
- ☐ 其他（請說明）：_____

或

☐ 暫時不會安排他們參加相關培訓，原因是（可選多於一項）：

- ☐ 本校教師已接受相關師資訓練／過往曾參加相關培訓或支援服務，現正鞏固有關經驗。
- ☐ 本校在照顧非華語學生的中文學習方面已有足夠經驗。
- ☐ 其他（請說明）：_____

☐ 請在適當的方格內加上「√」號

(5) 評估非華語學生的中文學習需要

(a) 按 2024/25 學年收生實況調查指定的參照日期，本校非華語學生的分布如下：

	中一	中二	中三	中四	中五	中六	總數
(i) 非華語學生人數 (請注意：此項資料必須與學校透過 WebSAMS 呈報的學生資料一致)		1					1
(ii) 未曾就讀提供本地課程幼稚園／小學的非華語學生人數							
(iii) 新來港（即在入讀本校前抵港不足一年，或未曾有任何本地學校（包括幼稚園及小學）就讀超過一年）的非華語學生人數							
(iv) 就讀以普通話教授中文（普教中）班別／組別的非華語學生人數							
(v) <u>只供有普教中班別／組別的學校填寫</u> 本校 <input type="checkbox"/> 全部／ <input type="checkbox"/> 部分年級（如為部分年級，請說明有關級別：_____） 全面 （即該年級所有班別／組別）實施普教中。 <input type="checkbox"/> 有關級別的非華語學生可選擇是否就讀普教中班別／組別。 <input type="checkbox"/> 本校為就讀普教中班別／組別非華語學生（如適用）提供的支援措施包括：_____							

(b) 本校將於 2024/25 學年適時評估所有錄取的非華語學生（特別是第(5)(a)(ii)至(iv)項所述的非華語學生）的中文學習需要，以訂定適切的學習目標，以及制定支援計劃：

(i)	<input type="checkbox"/> 已採用／將會採用《評估工具》。 <input checked="" type="checkbox"/> 未有採用《評估工具》，原因是（可選多於一項）： <div><input checked="" type="checkbox"/> 本校的非華語學生預計可應付主流中文課堂的學習，故學校只須採用與華語學生相同的校本評估工具，已能有效評估他們的學習表現。 <input type="checkbox"/> 本校已發展多元化的校本評估方法，評估非華語學生的中文學習表現。 <input type="checkbox"/> 其他(請說明)：_____</div>
-----	---

☐ 請在適當的方格內加上「√」號

(ii)	<input type="checkbox"/> 已實施／將會實施「學習架構」。 <input checked="" type="checkbox"/> 未有實施「學習架構」，原因是（可選多於一項）： <div style="margin-left: 20px;"> <input checked="" type="checkbox"/> 本校的非華語學生與華語同儕一起學習中文，並受惠於沉浸的中文語言環境，預計可應付主流中文課堂的學習，故學校只須為他們訂定與華語學生相同的學習目標和教學策略，已能幫助他們有系統地學習中文。 <input type="checkbox"/> 本校已按非華語學生的需要，發展校本中國語文課程，幫助非華語學生循序漸進，學習中文。 <input type="checkbox"/> 其他（請說明）：_____ </div>
------	---

(6) 安排非華語學生考取合適的中國語文資歷

本校不會劃一為錄取的非華語學生預設一個內容較淺易的中文課程。本校會就非華語學生的學習進展提出以實證為本的建議，並讓就讀高中的非華語學生因應其學習進展、需要和志趣，選讀香港中學文憑考試中國語文科或應用學習中文（非華語學生適用）及／或考取國際認可的其他中國語文資歷，並提供輔導及支援。

本校於 2024/25 學年提供的中國語文資歷考試，以及預計參加有關考試的高中非華語學生人數如下：（可選多於一項）

中國語文資歷考試		提供有關考試	預計參加有關考試的非華語學生人數		
			中四	中五	中六
(a)	香港中學文憑考試	<input type="checkbox"/>	/		
(b)	香港中學文憑考試應用學習中文（非華語學生適用）	<input type="checkbox"/>			
(c)	普通教育文憑試（GCE）高級程度（A-Level）	<input type="checkbox"/>			
(d)	普通教育文憑試（GCE）高級補充程度（AS-Level）	<input type="checkbox"/>			
(e)	國際普通中學教育文憑（IGCSE）	<input type="checkbox"/>			
(f)	綜合中等教育證書（GCSE）	<input type="checkbox"/>			

☐ 請在適當的方格內加上「√」號

(二) 運用額外撥款提供校本支援措施

- (7) 本校會充分及適時運用每學年發放的額外撥款，支援該學年的非華語學生。本校計劃運用 2024/25 學年獲提供的額外撥款 **A.** \$159041 元⁴，以及 2023/24 學年額外撥款累積餘額⁵（如適用） **B.** \$0 元（請注意：此項資料必須與「加強支援非華語學生的中文學與教 額外撥款 2023/24 學年學校報告」的金額一致），按校本情況及非華語學生的學習需要，提供以下的校本支援措施（可選多於一項）：（有關學校運用額外撥款的一般指引，請參閱本局通告第 8/2020 號附件一）

校本支援措施			運用 額外撥款	整合 其他資源 ⁶	
(a)	<input checked="" type="checkbox"/>	聘請額外員工 ⁷ （請於第(8)(a)項提供補充資料）			
		<input checked="" type="checkbox"/> 教學助理 (0.68) 名 <input type="checkbox"/> 不同種族的助理 () 名 <input type="checkbox"/> 教師 () 名	請以小數 表示 (如適用)	\$155841 \$ \$	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
(b)	<input type="checkbox"/>	購買促進非華語學生學習中文的教學資源 （請於第(8)(b)項提供補充資料）	\$	<input type="checkbox"/>	
(c)	<input type="checkbox"/>	僱用專業服務（請於第(8)(a)項及／或第(8)(c)項提供補充資料）			
		<input type="checkbox"/> 翻譯／傳譯服務	\$	<input type="checkbox"/>	
		<input type="checkbox"/> 校外導師／機構舉辦課後中文學習班	\$	<input type="checkbox"/>	
		<input type="checkbox"/> 校外導師／機構協助教師舉辦共融校園活動	\$	<input type="checkbox"/>	
		<input type="checkbox"/> 其他（請說明）：_____	\$	<input type="checkbox"/>	
(d)	<input type="checkbox"/>	由學校籌辦的推廣共融校園活動 （請於第(8)(c)項提供補充資料）	\$	<input type="checkbox"/>	
(e)	<input type="checkbox"/>	其他（請說明）：讓非華語學生參與香港大學 專業進修學院中文輔導班(本地及非華語學生)	\$3200	<input type="checkbox"/>	
運用額外撥款總支出 C [(a) + (b) + (c) + (d) + (e)]					
(請注意：運用額外撥款總支出 C 應小於或等於 A 及 B 的總和)					

- (f) 本校預計 2024/25 學年獲提供的額外撥款累積結餘為 **D** 0 元 **A.** + **B.** - **C.**，

⁵ 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。學校不得將這項額外撥款／餘款調往其他帳目。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。

⁶ 學校必須善用和適當分配額外撥款作特定用途（即加強支援非華語學生的中文學與教及建構共融校園）。當學校使用額外撥款出現不敷之數時，可運用其他資源，作整體性的規劃。此外，如學校計劃安排華語學生參加上述校本支援措施，同樣應按比例整合其他資源，以支援華語學生學習中文和共融文化的需要。

⁷ 如學校運用額外撥款支付額外員工的部分薪金／非全職員工（包括日薪員工、兼職員工等）的薪金，請以小數表示。舉例學校聘請一名額外教學助理，其全學年總薪金為 20 萬元。學校以額外撥款 15 萬元支付其總薪金的 75%，並整合其他資源 5 萬元支付其餘 25%。就額外撥款的運用，學校應於第(7)(a)項註明學校以額外撥款 15 萬元聘請 0.75 名額外教學助理（該教學助理工作時間不少於 75% 用作加強支援非華語學生的中文學與教及建構共融校園），並透過整合其他資源，支付其餘薪金。

☐ 請在適當的方格內加上「√」號

累積結餘佔 2023/24 學年額外撥款的百分比為 0 % [$\frac{D}{A} \times 100\%$]。

只供預計額外撥款的餘額[D]累積至高水平（70%或以上）的學校填寫

本校預計於 2024/25 學年完結時，額外撥款的餘額累積至高水平，有關原因，以及就充分及適時運用額外撥款的計劃詳述如下：

(i) 原因：_____

(ii) 運用餘額的計劃：_____

(8) 本校於 2024/25 學年的校本支援措施詳情如下：

(a)	本校聘請的額外員工／僱用的專業服務，負責以下工作：
	<input checked="" type="checkbox"/> 提供中文科的 課堂 支援：（可選多於一項） <input type="checkbox"/> 抽離學習 （年級：_____） <input checked="" type="checkbox"/> 分組／小組學習 （年級： <u>2</u> ） <input type="checkbox"/> 協作／支援教學 （年級：_____） <input type="checkbox"/> 發展校本中國語文課程及／或調適學與教材料（年級：_____） <input type="checkbox"/> 採用／參考教育局上載「學習架構」專頁或「中國語文教育學習領域學與教資源」內聯網的配套資源 <input type="checkbox"/> 採用／參考教育局發展的《中國語文（非華語學生適用）》教材 <input type="checkbox"/> 申請優質教育基金撥款，發展校本課程／教材 <input type="checkbox"/> 其他（請說明）：_____ <input type="checkbox"/> 其他（請說明：_____）（年級：_____）
	<input checked="" type="checkbox"/> 提供 課後 支援：（可選多於一項） <input checked="" type="checkbox"/> 中文學習小組（年級： <u>2</u> ） <input type="checkbox"/> 暑期銜接課程（年級：_____） <input checked="" type="checkbox"/> 中文銜接課程（年級： <u>2</u> ） <input type="checkbox"/> 伴讀計劃 （年級：_____） <input type="checkbox"/> 朋輩合作學習（年級：_____） <input type="checkbox"/> 故事導讀 （年級：_____） <input checked="" type="checkbox"/> 其他（請說明：參與校外中文輔導班課程）（年級： <u>2</u> ）
	<input type="checkbox"/> 安排推廣共融校園活動／提供有關服務（請於第(8)(c)項提供補充資料）
	<input type="checkbox"/> 其他（請說明：_____）（年級：_____）

☐ 請在適當的方格內加上「√」號

(b)	<p>本校計劃購買促進非華語學生學習中文的教學資源，詳情如下： （請注意：有關額外撥款一般不可用於購買流動電腦裝置及電子器材等）</p> <table border="1"> <thead> <tr> <th data-bbox="284 282 831 315">教學資源</th> <th data-bbox="831 282 1066 315">年級</th> <th data-bbox="1066 282 1390 315">用途</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 331 831 383">(i)</td> <td data-bbox="831 331 1066 383"></td> <td data-bbox="1066 331 1390 383"></td> </tr> <tr> <td data-bbox="284 383 831 434">(ii)</td> <td data-bbox="831 383 1066 434"></td> <td data-bbox="1066 383 1390 434"></td> </tr> </tbody> </table>	教學資源	年級	用途	(i)			(ii)							
教學資源	年級	用途													
(i)															
(ii)															
(c)	<p>本校計劃籌辦／僱用專業服務協助教師舉辦共融校園／多元文化活動及／或提供有關服務，詳情如下：</p> <p>（請注意：學校可運用部分額外撥款及／或整合現有措施和資源，為非華語學生及其家長舉辦共融校園／多元文化活動及／或提供相關服務）</p> <p>(i) 舉辦推廣共融校園／多元文化的活動</p> <p>透過舉辦中國傳統及中華文化活動，讓非華語同學也能認識中華文化悠久的歷史和深厚的底蘊，從多方面學習和體驗中華文化的精髓。</p> <table border="1"> <tbody> <tr> <td data-bbox="256 1016 1177 1167"> 1. 活動內容： 中華節慶活動 ➤ <input checked="" type="checkbox"/> 由學校籌辦 / <input type="checkbox"/> 僱用專業服務協助教師舉辦 ➤ <input type="checkbox"/> 使用此額外撥款 / <input checked="" type="checkbox"/> 沒有使用此額外撥款 </td> <td data-bbox="1177 972 1390 1066"> 年級： 1-6 </td> </tr> <tr> <td data-bbox="256 1205 1177 1355"> 2. 活動內容： 中國文化活動 ➤ <input checked="" type="checkbox"/> 由學校籌辦 / <input type="checkbox"/> 僱用專業服務協助教師舉辦 ➤ <input type="checkbox"/> 使用此額外撥款 / <input checked="" type="checkbox"/> 沒有使用此額外撥款 </td> <td data-bbox="1177 1205 1390 1256"> 1-6 </td> </tr> </tbody> </table> <p>(ii) 加強與非華語學生家長的溝通和家校合作 （例如家長日、家長講座及家長教育活動等）（可選多於一項）</p> <table border="1"> <tbody> <tr> <td data-bbox="256 1554 1177 1648"> <input type="checkbox"/> 僱用傳譯服務或聘請會說英語及／或其他語言的教職員，協助講解學校政策及其他安排 </td> <td data-bbox="1177 1554 1390 1648"> 年級： </td> </tr> <tr> <td data-bbox="256 1659 1177 1753"> <input type="checkbox"/> 僱用翻譯服務或翻譯學校通告／學校網頁／其他資料，闡釋學校政策及其他安排 </td> <td data-bbox="1177 1659 1390 1753"> 年級： </td> </tr> <tr> <td data-bbox="256 1765 1177 1859"> <input checked="" type="checkbox"/> 定期與非華語學生的家長討論其子女的學習進度（包括中文學習），強調學好中文的重要性 </td> <td data-bbox="1177 1765 1390 1859"> 年級：2 </td> </tr> <tr> <td data-bbox="256 1870 1177 1921"> <input checked="" type="checkbox"/> 為非華語學生的家長提供有關其子女選校／升學／就業的資訊 </td> <td data-bbox="1177 1870 1390 1921"> 年級：2 </td> </tr> <tr> <td data-bbox="256 1933 1177 1984"> <input type="checkbox"/> 其他（請說明：_____） </td> <td data-bbox="1177 1933 1390 1984"> 年級： </td> </tr> </tbody> </table>	1. 活動內容： 中華節慶活動 ➤ <input checked="" type="checkbox"/> 由學校籌辦 / <input type="checkbox"/> 僱用專業服務協助教師舉辦 ➤ <input type="checkbox"/> 使用此額外撥款 / <input checked="" type="checkbox"/> 沒有使用此額外撥款	年級： 1-6	2. 活動內容： 中國文化活動 ➤ <input checked="" type="checkbox"/> 由學校籌辦 / <input type="checkbox"/> 僱用專業服務協助教師舉辦 ➤ <input type="checkbox"/> 使用此額外撥款 / <input checked="" type="checkbox"/> 沒有使用此額外撥款	1-6	<input type="checkbox"/> 僱用傳譯服務或聘請會說英語及／或其他語言的教職員，協助講解學校政策及其他安排	年級：	<input type="checkbox"/> 僱用翻譯服務或翻譯學校通告／學校網頁／其他資料，闡釋學校政策及其他安排	年級：	<input checked="" type="checkbox"/> 定期與非華語學生的家長討論其子女的學習進度（包括中文學習），強調學好中文的重要性	年級：2	<input checked="" type="checkbox"/> 為非華語學生的家長提供有關其子女選校／升學／就業的資訊	年級：2	<input type="checkbox"/> 其他（請說明：_____）	年級：
1. 活動內容： 中華節慶活動 ➤ <input checked="" type="checkbox"/> 由學校籌辦 / <input type="checkbox"/> 僱用專業服務協助教師舉辦 ➤ <input type="checkbox"/> 使用此額外撥款 / <input checked="" type="checkbox"/> 沒有使用此額外撥款	年級： 1-6														
2. 活動內容： 中國文化活動 ➤ <input checked="" type="checkbox"/> 由學校籌辦 / <input type="checkbox"/> 僱用專業服務協助教師舉辦 ➤ <input type="checkbox"/> 使用此額外撥款 / <input checked="" type="checkbox"/> 沒有使用此額外撥款	1-6														
<input type="checkbox"/> 僱用傳譯服務或聘請會說英語及／或其他語言的教職員，協助講解學校政策及其他安排	年級：														
<input type="checkbox"/> 僱用翻譯服務或翻譯學校通告／學校網頁／其他資料，闡釋學校政策及其他安排	年級：														
<input checked="" type="checkbox"/> 定期與非華語學生的家長討論其子女的學習進度（包括中文學習），強調學好中文的重要性	年級：2														
<input checked="" type="checkbox"/> 為非華語學生的家長提供有關其子女選校／升學／就業的資訊	年級：2														
<input type="checkbox"/> 其他（請說明：_____）	年級：														

(三) 評鑑、問責及支援

(9) 2024/25 學年中期／結束時，本校會透過不同模式，評估落實校本支援措施的情況：

(i) 加強支援非華語學生的中文學與教（可選多於一項）

- ☒ 透過自我評鑑／同儕觀課等，評估教學人員教授非華語學生中文專業能力
- ☒ 透過多元化的校本評估結果，評估非華語學生的中文學習進度
- ☐ 透過使用《評估工具》結果，評估非華語學生的中文學習進度
- ☐ 透過非華語學生在中文課堂／課外活動的表現（例如戲劇、校園小記者、朗誦、徵文比賽等），評估非華語學生學習中文的信心和態度
- ☐ 其他（請說明）：_____

(ii) 建構共融校園（可選多於一項）

- ☐ 透過問卷調查／自我評鑑等，評估教職員對學校支援非華語學生的政策及措施的了解和文化敏感度
- ☒ 透過非華語學生在中文課堂／課外活動的表現，評估推廣共融校園的成效
- ☐ 透過問卷調查等，評估非華語學生的家長對其子女的學習進度（包括中文學習）、選校／升學／就業的資訊，以及學校政策和其他安排等的了解
- ☐ 其他（請說明）：_____

(10) 本校已知悉須按有關規定，並會依時提交以下文件：

- (i) 在 2024 年 9 月或之前，於《中學概覽》「非華語學生的教育支援」欄目，列出學校為加強非華語學生學習中文及建構共融校園的額外支援措施；
- (ii) 在 2024 年 11 月 30 日或之前，提交經法團校董會／校董會／學校管理委員會通過，並經校監簽署的 2023/24 學年學校報告；以及
- (iii) 在 2024 年 11 月 30 日或之前，透過教育局提供的中、英文對照學校支援摘要表格，闡述學校於 2023/24 學年如何加強支援非華語學生學習中文及建構共融校園，並上載學校網頁，以供家長參閱。學校必須在學校網頁主頁的當眼位置設置圖標或簡單的英文提示，以便家長瀏覽有關資料。

校監簽署：_____

校監姓名：_____ 林崇智

日期：_____ 2024 年 11 月 21 日

學校印鑑

**「促進香港與內地姊妹學校交流計劃」
2024-2025全年活動計劃**

學校名稱： <u>華英中學</u>	姊妹學校名稱 佛山華英學校（2017年4月24日）、佛山市第一中學（2023年12月17日）、 及締結日期： 高明華英學校（2023年12月17日）、北京十一實驗中學（2024年6月24日）
-------------------	--

本校擬於下列期間舉辦姊妹學校交流活動計劃：

項目編號	交流項目名稱及內容	預期目標	監察／評估	津貼分配
1	<u>參與姊妹學校的教師專業發展日</u> ➤ 透過觀課、評課或示範課等，與內地教師交流經驗及心得	➤ 加強教師對內地教育的了解、促進專業交流、提升教師專業水平及擴闊視野	➤ 教師於教師會議中分享交流的經歷和得著	➤ 資助本校教師到訪姊妹學校的交通、住宿等交流費用：\$54,000（每人約\$1,800）
2	<u>邀請姊妹學校師生來訪</u> ➤ 學生學習與體驗課程，鍛煉英語及普通話口語能力 ➤ 教師體驗課程	➤ 讓師生瞭解香港中學的教學特色以及日常運作 ➤ 為雙方學校學生提供互相學習的機會 ➤ 使更多學生有機會接觸姊妹學校，加深兩校的友誼 ➤ 教師體驗課程促進教師教學經驗交流	➤ 活動後，訪問姊妹學校有關師生回饋 ➤ 學生於校園電視台、學校網頁及學校刊物等各平臺展示交流活動花絮及學生感受 ➤ 教師於教師會議中分享與姊妹學校交流的經歷和得著	➤ 一般交流活動開支：約\$5,000

負責老師：行政主任陳穎兒