

St. Catharine's School for Girls

Annual School Plan

2022 / 2023

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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 individual's **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。

2022/2023 School Major Concerns (in order of priority)

1. To cater for learner diversity as well as unleashing their learning power.
2. To nurture students to be good leaders.

School's Major Concerns 2022-2023

Major Concern 1: To cater for learner diversity as well as unleashing their learning power.

1.1 To cater for learner diversity through e-learning.

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> • To facilitate interactive teaching and learning via e-learning tools. 	<p>w.e.f. Sept. 2022</p>	<ul style="list-style-type: none"> • Teachers adopt e-learning at least twice per term for interactive teaching and learning. • Positive feedback from students. • Students' learning interest and learning effectiveness are enhanced. 	<ul style="list-style-type: none"> • Surveys 	<ul style="list-style-type: none"> • Academic Committee • Panel Heads • Subject Teachers 	
<ul style="list-style-type: none"> • To provide graded and diversified e-learning materials for students to learn, revise and practice. 	<p>w.e.f. Sept. 2022</p>	<ul style="list-style-type: none"> • 1/3 of the curriculum with graded and diversified e-learning materials are designed and given to F.3-6 students. • Positive feedback from students and subject teachers. 	<ul style="list-style-type: none"> • Questionnaires 	<ul style="list-style-type: none"> • Academic Committee • Panel Heads • Subject Teachers 	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To encourage students to use different online platforms such as Google site and the Library Online Catalog to access various and high quality books. 	<p>w.e.f. Sept. 2022</p>	<ul style="list-style-type: none"> 60% of the students use the subscribed online platforms. 80% of the students, who use the online platforms, find them helpful in their learning. 60% of the students utilise the resources on the website. 80% of the students, who use the Library's Google site, find the website useful for their learning. 80% of the students, who use the Library Online Catalog, are satisfied with this platform. 	<ul style="list-style-type: none"> Questionnaires 	<ul style="list-style-type: none"> Librarian 	
<ul style="list-style-type: none"> To empower students to present their reading and learning outcomes of the reading activities which organized by the school library in a multi-media format and in an ethical manner. 	<p>w.e.f. Sept. 2022</p>	<ul style="list-style-type: none"> 60% of the students find that the peer sharing encourages them to share views about books with others. 40% of the students participate in the online reading activities. 60% of the students, who have participated in the online reading activities, are satisfied with this platform. 60% of the students, who have joined the reading circle, find it helpful to encourage them to read more books and show views about books with others. 	<ul style="list-style-type: none"> Questionnaires 	<ul style="list-style-type: none"> Subject Teachers Librarian LAC 雅悅軒 English Society 	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To promote professional development on e-learning within or among panels through peer observation or CLP. 	w.e.f. Sept. 2022	<ul style="list-style-type: none"> 80% of the teachers agree that a culture of sharing is established and their skills of interactive teaching via e-learning are enhanced. 	<ul style="list-style-type: none"> Form teachers' feedback 	<ul style="list-style-type: none"> Academic Committee Panel Heads Subject Teachers 	
<ul style="list-style-type: none"> To organize a workshop to strengthen teachers with effective teaching strategies in catering for learner diversity via e-learning. 	Aug. 2023	<ul style="list-style-type: none"> 70% of the participants agree that the workshop suits their professional needs. 	<ul style="list-style-type: none"> Questionnaires Oral feedback 	<ul style="list-style-type: none"> Staff Development Committee 	

1.2 To create a collaborative environment through an interdisciplinary approach so as to unleash and develop students capability in integrating and applying the acquired knowledge and skills.

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To encourage panels / functional groups to collaborate by conducting curriculum or programme mapping. 	w.e.f. Sept. 2022	<ul style="list-style-type: none"> All panels and functional groups collaborate at least once. Positive feedback from subject teachers and students. 	<ul style="list-style-type: none"> Teachers' and students' feedback 	<ul style="list-style-type: none"> Academic Committee Panel Heads Subject Teachers Functional Group Heads 	
<ul style="list-style-type: none"> To introduce a cross-curricular learning week to strengthen the collaboration and synergy of different panels. 	8-12 May 2023	<ul style="list-style-type: none"> Positive feedback from related panels and students. 	<ul style="list-style-type: none"> Teachers' and students' feedback 	<ul style="list-style-type: none"> Academic Committee Panel Heads Subject Teachers 	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To carry out the QEF Project regarding STEAM education in 2021/22 - 2022/23. 1/ School-based STEAM curricula in and across different subjects will be refined. 2/ The STEAM week which jointly organized by STEAM related subjects will be launched in February to arouse students' interest in STEAM. Education. 	Sept. 2021 to Aug 2023	<ul style="list-style-type: none"> Positive feedback from teachers and students Students' inter-disciplinary knowledge is facilitated and their lifelong learning skills are developed. Cross-curricular collaboration is enhanced. 	<ul style="list-style-type: none"> Teachers' feedback Evaluation questionnaires 	<ul style="list-style-type: none"> STEAM Committee 	QEF
<ul style="list-style-type: none"> To promote positive professional sharing and create a collaborative environment in three tiers (school level, subject panel/functional group level and individual level). 	w.e.f. Sept. 2022	<ul style="list-style-type: none"> At least 20 e-learning seminars will be attended by subject teachers. At least one professional sharing session will be held in the year. 	<ul style="list-style-type: none"> Number of seminars attended Number of sharing sessions held Oral feedback Evaluation questionnaires 	<ul style="list-style-type: none"> Panel Heads Subject Teachers Staff Development Committee 	
<ul style="list-style-type: none"> To organize a professional workshop on team building to enhance the skills of communication and collaboration. 	Dec. 2022	<ul style="list-style-type: none"> 70% of the teachers agree that the workshop suits their professional needs. 	<ul style="list-style-type: none"> Evaluation questionnaires 	<ul style="list-style-type: none"> Staff Development Committee 	

Major Concern 2: To nurture students to be good leaders.

2.1 To nurture students' positive values and attitudes to be good leaders.

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To convey the messages to students in developing students' character traits of a good leader during assemblies, form teacher periods and Morning Prayer Time. 	<p>w.e.f. Sept. 2022</p>	<ul style="list-style-type: none"> Students' character traits of a good leader are established. Students learn from our Lord Jesus Christ the spirit of "to serve but not to be served". Students' self-confidence is enhanced. 	<ul style="list-style-type: none"> Class observation Feedback from students, teachers and parents 	<ul style="list-style-type: none"> Form teachers and Assistant form teachers 	
<ul style="list-style-type: none"> A theme song, "Pass it on" to be used in line with this year's Moral Education focus during assemblies. 	<p>w.e.f. Sept. 2022</p>	<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 	
<ul style="list-style-type: none"> To assist students in the development of their spiritual well-being through the formal curriculum of the Religious and Life Education. 	<p>w.e.f. Sept. 2022</p>	<ul style="list-style-type: none"> Students actively participate in lessons. Students develop a sense of integrity with the teachings of our Lord Jesus Christ. Students learn from our Lord Jesus Christ the spirit of "to serve but not to be served" and are willing to take it into practice. 	<ul style="list-style-type: none"> Teachers' observation Students' feedback 	<ul style="list-style-type: none"> RLE teachers 	

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To join the Learning Circle of Values Education which hosted by the EDB so as to instil positive values in students. 	w.e.f. Sept. 2022	<ul style="list-style-type: none"> 80% of the students are responsive during in-class interaction. 	<ul style="list-style-type: none"> Observation by Form Teachers and Assistant Form Teachers 	<ul style="list-style-type: none"> MCE Committee 	

2.2 To adopt a school-based 3-tier leadership approach to strengthen students' leadership skills and develop students' potential through empowering them to be leaders and providing them with leadership training.

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To organize a leadership training camp for F.4 students to develop better team spirit and nurture students to be talented leaders with enthusiasm. 	Sept. 2022	<ul style="list-style-type: none"> At least 80% of the participants find the camp help them develop better team spirit and leadership skills. At least 80% of the club advisors agree that the attitude and performance of the student leaders are good. 	<ul style="list-style-type: none"> Questionnaires at the end of the activities. Questionnaires at the end of the year to evaluate the performance of student leaders. Observation by form teachers and accompanying teachers. 	<ul style="list-style-type: none"> CCA Committee 	<ul style="list-style-type: none"> LWL Grant Service providers
<ul style="list-style-type: none"> To nurture junior form students with a sense of enthusiasm, a "Young Leaders Programme" to be organized for 90 students from F.2 & F.3 by collaborating with HK Youth Counselling Association: <p>1/ 30 hours of training programmes to be run for F.2 & F.3 respectively to hone their leadership skills.</p> <p>2/ A buddy programme to be held by the Student Union Executive Committee for</p>	<p>Nov. 2022 to Feb. 2023</p> <p>Feb. - May 2023</p>	<ul style="list-style-type: none"> At least 80% of the participants find the programme able to develop their talents in leadership with enthusiasm. Positive feedback from the CCA Committee & SU Executive 	<ul style="list-style-type: none"> Questionnaires at the end of the activity. Observation by CCA Committee members and 	<ul style="list-style-type: none"> CCA Committee 	<ul style="list-style-type: none"> School-based Project collaborating with HK Youth Counselling Association.

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<p>the participants to have hands-on experience in organizing activities for the schoolmates.</p> <p>3/ A leadership camp to be organized at the end of the school year to consolidate the experiences of the young leaders in the year.</p>	Jul. 2023	<p>Committee members towards the young leaders.</p> <ul style="list-style-type: none"> • At least 80% of the participants find themselves more confident in taking up future leadership roles. 	<p>Student Union Executive Committee members.</p> <ul style="list-style-type: none"> • Questionnaires at the end of the activity. • Observation by teachers-in-charge & accompanying teachers. 		
<ul style="list-style-type: none"> • Service opportunities, talks, workshops and activities to be provided or organized by different Panels and Functional Groups to help students learn the virtue of “to serve but not to be served” and to cultivate and further hone students’ leadership skills. 	w.e.f. Sept. 2022	<ul style="list-style-type: none"> • Successful completion of the programmes as planned. • Students’ character traits of a good leader are established. • Students’ communication and problem-solving skills are enhanced. • Students’ leadership skills are cultivated and further honed. 	<ul style="list-style-type: none"> • Observation • Oral feedback from students • Evaluation questionnaires 	<ul style="list-style-type: none"> • Functional Groups • Form teachers and Assistant form teachers • Subject teachers 	
<ul style="list-style-type: none"> • To start developing the Talent Pool. 	w.e.f. Sept. 2022	<ul style="list-style-type: none"> • The data of new F.1 incomers be collected. • At least 5 talented students in different fields are spotted via the Talent Pool. 	<ul style="list-style-type: none"> • Teachers’ feedback 	<ul style="list-style-type: none"> • Academic Committee 	
<ul style="list-style-type: none"> • To organize a workshop on how teachers can promote positive family relationship and resolve family conflicts so as to enrich teachers with perspectives in promoting family engagement which help develop students' character traits of a good leader. 	Mar. 2023	<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 	

School-based After-School Learning and Support Programmes

Proposed Programme 2022-2023

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

Name of Person-in-charge : Ms. Cheung Tsui Yuk, 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 2022 to July 2023	40	\$2,000 × 40 = \$80,000	---
2. Art & Aesthetic Programme	<ul style="list-style-type: none"> Students are given opportunities to develop their interests or talents in language, art and aesthetic. 	<ul style="list-style-type: none"> Students become self-confident. Students can develop their interests or talents in various aspects. 	<ul style="list-style-type: none"> Evaluation forms will be given to students, teachers and parents. Records of awards will be referred to. 	Sept 2022 to June 2023	80	\$300 × 80 = \$24,000	---
3. 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 2022 to Jun 2023	50	\$400 × 50 = \$20,000	---

Estimated Total: \$124,000

St. Catharine's School for Girls
Annual Programme Proposal for
DLG – Other Programmes: Gifted Education for the 2022/23 School Year

Domain	Programme	Objective(s)	Targets (No./level/selection)	Duration/Start Date	Deliverables	Teacher i/c	Budget
Visual Arts	Artwork Programme	To enhance students' interest in artwork	<ul style="list-style-type: none"> • F.4 students • Nominated by the Visual Arts Department with specific criteria 	A series of lessons from December 2022 to August 2023	Assigned artwork by the course provider	Tong NLK	HK\$8,000
T&L	3D Virtual Fashion Design Course	To introduce the latest computer-aided-design technology for creating 3D virtual fashion garment.	<ul style="list-style-type: none"> • F.4 students • Nominated by the TL subject teacher 	12 hours of lessons on December 2022	3D fashion design project assigned by the course provider	Yeung YWY Leung YT	HK\$17,000
T&L	Dressmaking Course	To bring students through the journey of garment making from pattern construction to fabric cutting then garment sewing.	<ul style="list-style-type: none"> • F.4 students • Nominated by the TL subject teacher 	27 hours of lessons during Easter holidays	Design and construct a summer dress	Yeung YWY Leung YT	HK\$40,000
Biology	Nature exploration	To foster students' positive values through relating them to the local ecological sites by providing outdoor visits.	<ul style="list-style-type: none"> • F.5 biology students 	A whole day trip to explore HK nature.	Guided program by course provider	Lee SM Mak KK	HK\$8,000
CCA Leadership Training	Outward Bound Training Course	To enhance students' leadership skills	<ul style="list-style-type: none"> • 24 F.4 & F.5 students • Nominated by the CCA Group with specific criteria 	A series of lessons from March to May 2023	Assigned tasks by the course provider	Li CY	HK\$60,000

Domain	Programme	Objective(s)	Targets (No./level/selection)	Duration/Start Date	Deliverables	Teacher i/c	Budget
Mathematics	Gifted and Talented Programme	To enhance students' mathematical abilities	<ul style="list-style-type: none"> 5 F.4 & F.5 students Nominated by the Mathematics Department with specific criteria 	A series of lessons during the school year	Written work assigned by the course provider	Mr. Tam YS	HK\$21,000
中文組	編輯訓練班	讓同學認識文學雜誌的編輯理念和方法，提高對編輯的興趣，使具備文學雜誌編輯的能力，從而成為校內文學創作雜誌《靈雨》的小編輯，出版《靈雨》。	<ul style="list-style-type: none"> 中四至中六學生 	六至八節課，每節約 1 小時 15 分鐘	編輯工作坊(由坊間機構提供)	高芳玫	HK\$12,800
Total:							HK\$166,800

聖傑靈女子中學

2022-2023 年度 教育局「支援推行高中公民與社會發展科的一筆過津貼」計劃書

根據教育局通函第 83/2021 號，教育局向每所資助中學發放 30 萬元的一筆過津貼，以支援學校在 2021/22 學年起推行公民科課程。津貼可跨學年使用至 2023/24 學年完結，學校可將未使用的津貼餘額撥入其後的學年繼續使用。公民與社會發展科於 2022/23 年度就撥款的運用計劃如下：

資助項目	策略及預期效益	2022/23 預算開支	負責老師
1. 考察團	本科計劃於 2022 年 12 月為首屆中五級的同學舉行內地考察及相關的專題研習，包含認識中華文化元素、國家最新發展和成就。	內地考察團開支由教育局資助 考察團所涉及的其他開支：\$1,000	冼劉詠婷老師
2. 本地學習活動	本科預計於 2022-23 年度為中四級學生舉辦本地考察團，以助提升其學習本科的興趣和能力。	\$500 x 143 = \$71,500	冼劉詠婷老師
3. 購置參考書及其他相關教材	本科預計資助老師採購相關的參考書、學與教資源、流動應用程式或軟件。	\$8,000	冼劉詠婷老師 孫愛玲老師
4. 資助教師前往內地及本地參加和公民科課程相關的教學交流活動費用	本科計劃安排任教老師資助教師前往內地，參加和公民科課程相關的教學交流或考察活動。	\$10,000 資助本校老師的交通費、住宿費用及行政費用	冼劉詠婷老師
		2022/23 預算總額：\$90,500	

本科組會在 2023/24 學年完結後的規定期內，向教育局呈交經審核的周年帳目報告，報告內會記錄津貼的總收支。

St. Catharine's School for Girls

Budget for Composite I. T. Grant (CITG) (2022-2023)

	\$	\$
<u>Income</u>		
Grant received		565,906.00
<u>Less: Expenditure</u>		
IT related consumables	273,800.00	
Internet connection fee	98,980.00	
Maintenance services for IT facilities	100,000.00	
Upgrading & replacement of IT facilities	<u>10,000.00</u>	
		<u>482,780.00</u>
Budgeted Surplus / (Deficit) for the year		<u><u>83,126.00</u></u>

St. Catharine's School for Girls

Budget for School Executive Officer Grant (SEOG) (2022-2023)

	\$	\$
<u>Income</u>		
Surplus brought forward from previous year		231,759.23
Grant received		<u>548,040.00</u>
		779,799.23
<u>Less: Expenditure</u>		
One School Executive Officer	409,335.00	
One Contract Staff	<u>289,884.00</u>	
		<u>699,219.00</u>
Budgeted Surplus / (Deficit) for the year		<u><u>80,580.23</u></u>