

## Annual School Plan 2007-2008

### 1. Improve student learning opportunities

Intended Outcomes / Targets	Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1.1 To provide quality capabilities for e-learning	1.1.1 Develop an interactive website accessible to staff, students and parents	Sep-Nov	The launch of a new interactive school website	Statistical analysis of number of hits; student and parent log-on to Intranet	ICT Team	\$50,000
	1.1.2 Implement best-practice standards, facilities and equipment for ICT in all learning areas	Sep-July	School equipped with updated hardware and software	Updated inventory of equipment. Questionnaire on e-learning needs. Benchmark against best-practice criteria	ICT Team PCs	\$600,000 (QEF, EMB and School Council)
1.2 To raise the quality of student learning in all areas, especially English and Putonghua	1.2.1 Increase teaching resources in English and Putonghua	Sep-July	Increased number of print, audio, DVD and electronic resources	Audit of resources	PC English PC Chinese	\$40,000
	1.2.2 Strengthen Putonghua in junior classes.	Sep-July	Raised language standard in Putonghua in J.C. 1, J.C. 2 and J.C. 3.	Formative and summative assessment	PC VPC Chinese	
	1.2.3 Adopt Putonghua as the medium of instruction in J.C. 4 and 5.	Sep-July	Raised standard in Chinese Language	Formative and summative assessment	PC VPC Chinese	
1.3 To broaden the scope of connection with China and other countries	1.3.1 Implement a goal setting and progress checking programme in Chinese, English and mathematics	Sep-July	A better sense of direction in attaining set goals	Analysis of feedback on questionnaire	H AH PCs	
	1.3.2 Provide students with access to lesson materials and study activities through the Intranet	Jan-July	Raised self-motivation in learning	Statistical analysis of number of hits; student and parent log-on to Intranet	ICT Team AH PCs	

1.4 To raise the level of student achievement in all areas learning	1.4.1	Implement the revised Enhancement and Enrichment Programme in English, Chinese and mathematics	Sep- July	Raised standard in the three subjects	Formative and summative assessment	AH	\$30,000
	1.4.2	Implement revised policies in helping SEN students	Dec	Revised polices to cater for students' needs	Feedback from students and parents	G/D Mistress	
	1.4.3	Provide teaching staff with the necessary professional learning opportunities	Sep- Aug	Centralised plans and individual professional development plans	Records of CPD	Staff Development Mistress	

2. Align curriculum and pedagogy with the four key tasks and to comply with DSS requirements

Intended Outcomes / Targets	Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
2.1 To maximize the use of I.T. in teaching and learning	2.1.1 Upgrade the school's computer network and system	Sep-Dec	Effective communication, teaching and administration.	Teacher consultation and feedback	ICT Team	
	2.1.2 Install LCD projectors in special rooms	Sep	More integration of I.T. into subjects	Teacher consultation and feedback	ICT Team	
2.2 To continue to foster good reading habit	2.2.1 Provide more reading materials at different corners of the school for easy access to books and periodicals	Sep-Apr	Reading habit fostered	Reading records / statistics	Librarian	\$10,000
	2.2.2 Maximise the use of the class library cabinate	Sep-July	Reading habit fostered	Feedback from boys Teachers' observation	Librarian	
2.3 To strengthen the students' sense of responsibility at home, in school, in the community, in one's own country and in the world	2.3.1 Continue with the whole school guidance programme Phase 5 – Embrace the World (Part 1)	Sep-July	Students' global awareness strengthened	Teachers' review and parents' feedback	CDM D/G Mistress SGP	\$1,000
	2.3.2 Arrange visits to school for the blind		Awareness of other people's needs raised		SGP	\$1,600
2.4 To extend project learning across the curriculum	2.4.1 Provide guidance in project learning	Nov-Jan	Implementation of project work across the curriculum	Analysis of project work	CDM PC GS	
	2.4.2 Implement peer assessment and self assessment in project presentation and display	Jan-Jun	Self-reflection enhanced	Teachers' observation	AH	
2.5 To review all aspects of the School's operations	2.5.1 Undertake a School Self-Assessment (SSA) incorporating stakeholder surveys	Sep-July	Production of survey reports	Analysis of results of surveys	H AH STs	

3. Sustain school improvement / development consistent with the St. Paul's College vision and mission

Intended Outcomes / Targets	Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
3.1 To achieve more effective use of limited space	3.1.1 Align curriculum needs to classrooms and recreational areas in order to maximize use of space	Sep-July	Full utilization of space; effective administration structure to manage school resources	Feedback from stakeholder (students, parents, teachers)	AH CDM	\$20,000
	3.1.2 Utilise facilities and resources of external agencies	Sep-July	Activities run smoothly, using School's own venues and venues nearby	Feedback from stakeholder (students, parents, teachers)	AH STs	
3.2 To improve the quality of facilities in all learning areas	3.2.1 Implement a programme of on-going maintenance and refurbishment of classrooms and recreational areas	Sep-Aug	School premises are well-kept and well-maintained	Feedback from stakeholder (students, parents, teachers)	AH STs	
3.3 To strengthen links with the College, the parent body, the Sheng Kung Hui and the broader community	3.3.1 Provide opportunities to work together with the teachers and the students of the College	Sep-Dec	Good co-ordination between College and Primary School	Feedback from PTA, other parents and teachers	H STs	
	3.3.2 Extend the programme of PTA activities	Oct-May	Closer ties and programme of activities between parents and teachers	Questionnaire feedback from parents and teachers	H STs	
	3.3.3 Provide opportunities for students to participate in broader community service		Increased student participation in community service programme	Feedback from the social services groups	SGP	
3.4 To plan for future space and resource requirements.	3.4.1 Review the long-term site and resource requirements of the School	Sep-Aug	On-going investigation until relocation project is confirmed	Investigations in progress	H	

**Legend:**

H	Headmistress	PC	Panel Chairperson	ICT	Information Communication Technologies
AH	Assistant Headmaster	VPC	Vice Panel Chairperson		
ST	Senior Teacher	SGP	Student Guidance Personnel		
CDM	Curriculum Development Mistress	D/G	Discipline / Guidance		