# DELIA MEMORIAL SCHOOL (GLEE PATH)

# Annual School Plan

# 2018/19

# School Vision & Mission

**Group Motto**

Advancement in Adversity, Harmony in Diversity

積極奮進，和而不同


**School Motto**

Learn for Life, Succeed with Integrity, Contribute to the Community

勵學持恆，守正善群


**Core Value**

Come to learn, go to serve

勵學善群


**School Vision**

We are a family on a holistic journey towards learning for life, success with integrity, and a contribution to the community.

通過全人教育，培養吉利徑人終身學習、守正不懈的精神，盡己所能回饋社群。


**School Mission**

(input) Everyone who is…

**D**edicated to self-improvement,

**M**otivated to make a meaningful change, and

**S**purred on to take purposeful action.

每個人也力臻至善，樂於創造未來


(outcome) Can join us in building a community that…

**G**rows in wisdom,

**L**ives with humility,

**E**mpathizes with others,

**E**xcels with integrity.

懷著智慧、同理心和謙遜的態度，建設一個公義的社會


(process) By working hand-in-hand and…

**P**ersevering amidst difficulties,

**A**iming high and with a purpose,

**T**hinking positively, and

**H**onoring where we come from.

從逆境中學會堅毅自強、毋忘初心，朝著目標積極奮鬥

## 關注事項  Major Concerns 2018-19

### 1. 管理與組織  Management and Organization

> ➤ To work towards the completion of the IB Authorization journey;
> ➤ To optimize portfolio systems;
> ➤ To enhance school ties with parents

### 2. 學與教  Learning and Teaching

> ➤ To strengthen teaching planning and support;
> ➤ To cultivate a collaborative spirit among teachers and among students;
> ➤ To improve teaching and learning effectiveness

### 3. 校風及學生支援  Student Support and Ethos

> ➤ To empower students to take ownership of their own education;
> ➤ To foster students' positive attitude and commitment to their personal development, our school, the community, and the world

## (1) 管理與組織 Management and Organization

| Strategies / Tasks | Success Criteria | Methods of Evaluation | Teacher i/c | Budget / Resources |
|---|---|---|---|---|
| **To work towards the completion of the IB Authorization journey**<br>➢ Send teachers for necessary training<br>➢ Arrange regular "Morning Coffee" discussion sessions with parents<br>➢ Arrange weekly "IB Team" strategic discussions | 1.1. All potential teachers attend training<br>1.2. Parent sharing held regularly<br>1.3. IB Team shared regularly<br>1.4. Equip school facilities and install new equipment<br>1.5. Successfully accredited by IBO to offer Diploma Program | - Minutes<br>- Questionnaires, Stakeholder survey<br>- record of teacher portfolio | Principal, Academic Committee, General Office | |
| **To optimize teacher portfolio to reflect on teachers' performance**<br>➢ Either the Principal or Administrators interview individual teachers to provide the constructive feedback to teachers on their strengths and weaknesses if needed<br>➢ Data of teacher portfolio is used for staff development, annual school review, planning for staff deployment<br>➢ Use google form to input the data in order to | 2.1. Principal and Administrators can provide the constructive feedback to teachers<br>2.2. Over 90% of teachers agree the feedback from Principal and Administrators are constructive and helpful<br>2.3. Digitalize evaluation forms | - Survey<br>- Questionnaire<br>- School record | | |

| Strategies / Tasks | Success Criteria | Methods of Evaluation | Teacher i/c | Budget / Resources |
|---|---|---|---|---|
| streamline the procedures in collecting and processing relevant data<br><br>**To enhance school ties with parents**<br>➢ Arrange monthly "Morning Coffee" discussion sessions with parents<br>➢ Arrange PTA Annual Meeting<br>➢ Arrange P to P interviews with parents<br>➢ Involve parents in school activities<br>➢ Keep the stakeholders updated by publishing Glee Post.<br>➢ Organize S3 parents talk in subject selection and multiple pathways during the PTI day. | 3.1 Parents highly involved in discussion sessions and satisfied<br>3.2 More than 10% parents attend PTA<br>3.3 More than 95% parents attend PTI<br>3.4 Teachers meet individual parents at least once a year | - Survey<br>- Questionnaire<br>- School record | | |

## (2) 學與教  Learning and Teaching

| Strategies / Tasks | Success Criteria | Methods of Evaluation | Teacher i/c | Budget / Resources |
|---|---|---|---|---|
| **To strengthen Teaching Planning and Support**<br>➢ To enhance teaching strategies through professional collaboration, staff development programs and the promotion of professional learning circles.<br>➢ Improving questioning skills which can help to improve students' think and construct their | 1.1 Subject Panels can set at least one target in the lessons observation which could be agreed by both observer and observe.<br>1.2 Teaching practices are regularly shared in subject meeting and preparation lesson. | - Panel Meeting reports<br>- Lesson observation report | Subject Panel Heads, Academic Committee, IT Committee | |

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| knowledge<br>➤ Sharing of good teaching practices in subject panels and preparation lesson<br>➤ Developing peer lesson observation and set the targets in the observations<br><br>**To cultivate a collaborative spirit among teachers and among students**<br>➤ Set up the Mentoring Program to help new teachers adapt the teaching life in GP<br>➤ Provide guidelines and schedule of the Mentoring Program for Mentors and Mentees<br>➤ Arrange lesson observation for Mentors and Mentors<br><br>**To improve teaching and learning effectiveness**<br>➤ Strengthening analysis and feedback of UT and Exam result<br>➤ Analyze two UTs and term examinations, TSA, HKDSE and the value-added of subjects and release analyzed data<br>➤ Subject panels discuss measures in the meetings and formulate follow-up actions | 2.1 90% of Mentors and Mentees find the program useful and helpful.<br><br>3.1 80% of subject panel heads find the analysis useful in improving teaching effectiveness<br>3.2 Students can get better academic result in internal examination<br>3.3 Over 70% of students can get level 3 in 4 subjects<br>3.4 % of S6 students achieving HKDSE:<br>3.5 increase % of level 2 compared with last | - Feedback from Mentor and Mentee<br><br>- Panel Meeting reports<br>- Test and examination results | | |

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| | academic year<br>3.6 decrease % of U and absent compared with last academic year<br>3.7 at least 10% of student can get level 4 for each subject | | | |
| **Curriculum restructuring**<br>➢ Restructuring the timetable and make good use of time<br>➢ Reconstruct level descriptor to best reflect students' learning effectiveness<br>➢ Through exploration of learning goals, determination of core and extension contents, organization of learning content, and deletion of irrelevant material<br>➢ Develop new curriculum of STEM, Chinese History and Research and Enquiry<br>➢ Restructuring S3 subjects so as to provide more information to S3 students. Students are able to formulate action plan to develop their further studies and prepare well for their senior secondary school life | 4.1 Teachers and students move to designated classrooms in no time to maximize learning time<br>4.2 % of S3 students achieving TSA:<br>    Chinese(CS) > 50%<br>    English > 80%<br>    Mathematics > 40%<br>4.3 Finish the curriculum of STEM, Chinese History and R&E.<br>4.4 Timetable arrangement and provide taster programs for S3 students. | - Panel Meeting reports<br>- Test and examination results | | |

## (3) 校風及學生支援 Student Support and Ethos

Major Concern: To foster students' positive attitude and commitment to their personal development, our school, the community, and the world

| Strategies / Tasks | Success Criteria | Methods of Evaluation | Teacher i/c | Budget / Resources |
|---|---|---|---|---|
| **To increase the number of students attaining the minimum requirement of tertiary institution's admission**<br>➢ Organize after school tutorial for S6 students starting from Mid September<br>➢ Arrange the mock examination in school hall to let students experience the public examination setting<br>➢ Encourage students to attain a higher qualification of Chinese language proficiency for their future career<br>➢ Provide academic support to both weaker and stronger students<br>➢ Make use of portfolio (S1-S3) /e-portfolio (S4-S5) to help students set the SMARTER goal | 1.1 50% of students can gain "3322" and one elective level 2 in HKDSE<br>1.2 At least 80% students' attendance of after school tutorial<br>1.3 80% of students agree the after school tutorial can help them<br>1.4 Offer ISO programs conducted on Tuesday and Thursday for S1-S3 Chinese Language, English Language and Mathematics.<br>1.5 95% of all students who take GCSE or GCS-AS/AL obtain Grade E or above<br>1.6 90% of all students can set their SMARTER goal | - Panel Meeting reports<br>- Test and examination results<br>- Attendance record of after school tutorial and ISO<br>- Results of GCSE or GCE-AS/AL | Subject Panel Heads, Academic Committee, IT Committee | |
| **To cultivate a collaborate spirit among teachers and among students through participating House events and cross-functional groups activities**<br>➢ Hold Cross-functional groups events to enrich | Successfully implement the proposed | | | |

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| student's portfolio, to help students select elective subjects, to facilitate CAS events, Mental Health Week, Sex Education Week, to serve community etc.<br>➤ Provide CAS responsive services and feedback to students.<br><br>**To empower students to take ownership of their own education**<br>➤ Restructuring the House System and "One student one vote" campaign to instill students' sense of ownership<br>➤ Help the S1-S3 students explore their interests by using Holland tests.<br>➤ Enhance the job-related and interview skills and develop positive attitude toward life of the S4-S6 students.<br>➤ Strengthen the connection with other organisations, capitalize on other resources, such as joining internship programs, job shadowing, visiting companies, taster programs, careers talks.<br>➤ Develop a systematic scholarship scheme in school to recognize students' achievement | activities, events, etc. in the year plans (Refer to individual committees' year plans for details.)<br><br>Successfully implement the proposed activities, events, etc. in the year plans (Refer to individual committees' year plans for details.) | | | |