

Po Leung Kuk Ngan Po Ling College

**School Development Plan
2013 – 2018**

School Mission

1. We aim at providing students with a happy, harmonious and positive learning environment conducive to moral, academic, physical, social, personal and artistic development.
2. We nurture students with solid foundation for further studies and better career development.
3. We promote students' language proficiency in English, Chinese and Putonghua and skills in Information Technology.
4. We help students build up confidence, thinking skills, analytical skills and perpetual learning ability in order to better prepare them for the challenges in the 21st century.
5. We promote all round education in students' moral, intellectual, physical, social, emotional and aesthetic development.

Major Concerns

1. Promote staff development, and enhance team spirit and professionalism.
2. Equip students with global perspective through quality exchange programmes and international exposure.
3. Maintain good language and learning environment with more advanced facilities.
4. Cultivate students' active reading habits and learning skills, and elevate their learning motivation.
5. Strengthen sense of belonging among different stakeholders.
6. Nurture appreciative and principled students with good sense of morality, discipline and courtesy.
7. Enhance academic achievements in local and international curriculum and examination
8. Promote non-academic achievements in sports, music, art and aesthetic education with better inter-school competition results.

SWOT Analysis

Strengthens

- Good school facilities and resources
- Energetic and innovative teaching staff with good rapport with students
- School in a position to hand pick students
- Strong teamwork among teachers
- High flexibility in policy making and curriculum design with a PIE system
- Good mix of experienced and fresh professional teachers
- Good language environment leading to good proficiency
- Multicultural environment
- Good international exposure through exchange programmes, conferences and symposiums
- Well developed curriculum
- Diversified ECA with outstanding performance

Weaknesses

- Relatively high turnover rate of teachers
- Diversified learning ability of students
- Poor reading habits of students
- Low motivation to learn among students
- Lack of sense of belonging among students

Opportunities

- New facilities (e.g. iPad, Lab of Chinese Medicine)
- The Introduction of IB
- Teachers become more experienced
- More international exchange programmes
- Further good performance in the NSS system elevates school image

Threats

- Keen competition among DSS schools
- Declining number of students due to low birth rate
- High withdrawal rate of students for overseas studies
- Decreasing resources from the government
- High drop-out rate of students in senior forms
- Demanding and challenging DSE as shown in public examination papers

School Development Plan – Administration (2013 – 2018)

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
1. Enhance academic achievements in local and international curriculum and examination.	➤ Good academic results in local and international examinations	➤ Staff development on enquiry based, student centred classroom methodologies.	✓	✓	✓	✓	✓
		➤ Encourage more international mindedness in ECA, OLE and subject teaching.	✓	✓	✓	✓	✓
		➤ Encourage more inter-subject, inter-discipline collaboration for investigative learning and project work.	✓	✓	✓		
		➤ Procure facilities in need for quality projects and initiatives.	✓	✓	✓		
		➤ Streamline IT support services and elevate cost effectiveness.	✓	✓	✓		

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
2. Cultivate students' active reading habits and learning skills and elevate their learning motivation.	<ul style="list-style-type: none"> ➤ Students demonstrate active reading habits and learning skills across different KLAs. ➤ Better student motivation and learning ethos in school 	➤ Invite curriculum consultant to consolidate techniques in effective teaching.	✓	✓	✓		
		➤ A whole school practice for cultivating active learning habits.	✓	✓	✓	✓	✓
		➤ Staff development and parents sharing for more understanding in 21 century skills and younger generation development.	✓	✓	✓		

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
3. Maintain good language and learning environment to enhance communication competency.	<ul style="list-style-type: none"> ➤ Students show good language competency on school campus ➤ Students get good results in external language exams such as IELTS, FCE, HKDSEE & IB English, as well as 國家語委普通話水平測試 and 港澳地區中小學普通話水平測試. ➤ Students get good result in inter-school debating competitions. 	<ul style="list-style-type: none"> ➤ A whole school approach to enhance students' good verbal communication skills outside and inside classrooms. 	✓	✓	✓	✓	✓
		<ul style="list-style-type: none"> ➤ To bring in professional trainers to groom high achievers in oral and written English and Chinese. 	✓	✓	✓		
		<ul style="list-style-type: none"> ➤ Compatible appraisal policies to require all subjects to design good spiral curriculum for critical thinking writing skills with good thinking models at different levels. 	✓	✓	✓	✓	✓
		<ul style="list-style-type: none"> ➤ Further consolidate existing policies, implement new initiatives for language across curriculum. 	✓	✓	✓		

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
4. Promote non-academic achievements in sports music, art and aesthetics education with better inter-school competition results.	<ul style="list-style-type: none"> ➤ Good results in inter-school competitions ➤ Students demonstrate good skills on Sports Day, in Swimming Gala, Art Exhibition and Annual School Concert 	➤ Properly maintain and further elevate school facilities to enliven school life and enhance outcomes.	✓	✓	✓	✓	✓
		➤ Further polish up collaboration and management systems among cultural teachers and external coaches.	✓	✓	✓		
		➤ Better collaboration among teachers for competing and utilizing time space between academic and non-academic development among students.	✓	✓	✓		

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
5. Nurture appreciative and principled students with good sense of morality, discipline and courtesy.	<ul style="list-style-type: none"> ➤ Sunshine and positive school ethos presented ➤ Harmonious relationship among Ngapolingians 	➤ Whole school approach in cultivating defined sense of morality.	✓	✓	✓	✓	✓
		➤ Enhance collaborations and communications with parents for decent expectation on students in school and at home.	✓	✓	✓		
		➤ Develop more space for class teachers to build up proper class and school ethos.	✓	✓	✓		
		➤ Staff development for counselling and guidance skills, spiral parents workshop for effective parenting techniques.	✓	✓	✓		

School Development Plan – Curriculum (2013-2018)

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
1. Enhance academic achievements in local and international curriculum and examination	<ul style="list-style-type: none"> ➤ New strategic plans & polishing up of the completed NSS curriculum in different Key Learning Areas (KLAs) and Other Learning Experience (OLE) ➤ Resources are properly allocated to different KLAs and OLE committees ➤ Polishing up of the materials provided for students, methodologies on assignments and assessment that are tailor-made to prepare students for HKDSE Exam & IB ➤ Good academic results in external examinations are achieved ➤ Further improvement in university entrance rates 	<u>Curriculum Design</u> <ul style="list-style-type: none"> ➤ Subject panels compile and further polish up a 4-to-6-year spiral curriculum, including core curriculum and the extended modules based on evaluation of the 1st & 2nd HKDSE exam papers 	✓				
		<ul style="list-style-type: none"> ➤ Subject panels polish up the curriculum mapping between NSS and junior form curriculum. Modifications and polishing up of downward shifted NSS curriculum to be done wherever required. 	✓	✓	✓	✓	✓
		<ul style="list-style-type: none"> ➤ Early completion of syllabus to give room for comprehensive revision help students revise better for exams 	✓				
		<ul style="list-style-type: none"> ➤ Evaluation of the 1st and 2nd HKDSE papers for teaching methodology adjustments 					
		<ul style="list-style-type: none"> ➤ Revision package given to students to prepare well for the exams 	✓	✓	✓	✓	✓
		<u>Remedial & Enhancement</u> <ul style="list-style-type: none"> ➤ Allocate appropriate amount of remedial and enhancement lessons of all NSS subjects for students 					
		<ul style="list-style-type: none"> ➤ Polish up the core curriculum, enhancement materials and reference books for high achievers and remedial materials for low achievers across all subjects in different learning areas. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
		<ul style="list-style-type: none"> ➤ Adopt remedial and enhancement policies in different subjects in everyday classroom teaching ➤ Conduct extra remedial and enhancement lessons after school, during weekends and holidays. ➤ CDC core group collaborates additional lessons to let students have more time for self-study. ➤ Encourage high achievers with bonus marks in assessments. 	✓	✓	✓	✓	✓
		<u>Methodologies</u> <ul style="list-style-type: none"> ➤ Encourage mobile learning in pilot subjects (Economics, Physics, Chemistry and Geography) 		✓	✓	✓	✓
		<ul style="list-style-type: none"> ➤ Advocate effective teaching models in all subjects ➤ Integrate IB skills and enquiry based learning approach into curriculum 	✓	✓	✓	✓	✓
		<u>Exam Preparation/ Drilling</u> <ul style="list-style-type: none"> ➤ Practise past papers and mock papers of other schools (e.g.20 years) ➤ Purchase HKDSE marked papers for subject panel analysis 	✓	✓	✓	✓	✓
		<u>Assignment</u> <ul style="list-style-type: none"> ➤ Exercise better quality control over teaching and learning outcomes via quality assessments (e.g. quizzes, cycle tests, examinations) ➤ Give constructive feedback on students' performance in assignments to enhance learning. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
2. Cultivate students' active reading habits, learning skills and learning motivation	<ul style="list-style-type: none"> ➤ Make students actively read books ➤ Make students thinks independently and critically ➤ Pre-lesson preparation habit is fostered among students 	<u>Reading Habit</u> <ul style="list-style-type: none"> ➤ Recommend additional literature materials, reference materials and online articles for students to read ➤ Polish up the reading scheme program and tighten up control ➤ Require students to have reading journals especially for language subjects ➤ Morning reading materials for self reflection. ➤ Students at all levels are required to cut out articles & editorials on their own. Materials are to be kept in their reading journals and they will practice read aloud with them as well 	✓	✓	✓	✓	✓
		<u>Active Learning</u> <ul style="list-style-type: none"> ➤ Encourage students to prepare additional notes for revision ➤ Active and self-learning habit cultivation through project work. ➤ Emphasize pre-lesson preparation with good guiding questions ➤ Implement scientific investigation at both junior and senior levels ➤ Integrate IB elements in junior forms and in particular the pre-IB class in F.3 (e.g. writing skills, global examples, Chinese as well as English literature) 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
		<u>Learning Motivation</u> ➤ Integrate 2-min sharing among students in all lessons ➤ Polish up questioning techniques by asking more open ended questions in order to encourage active participation ➤ Demonstrate learning outcome at the end of all lessons ➤ Cultivate good learning habits such as proper filing and note-taking skill, highlighting or underlining key ideas or important points, preparing lessons by answering guiding questions given.	✓	✓	✓	✓	✓
		➤ Employ external professional consultants Curriculum consultant is consulted for the development of effective teaching methodology among teachers	✓				

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
3. Maintain good language and learning environment with more advanced facilities	<ul style="list-style-type: none"> ➤ Good language learning environment is cultivated in school ➤ All communication between teachers and students is in English or Putonghua 	<ul style="list-style-type: none"> ➤ Implement the spiral curriculum on critical thinking skills and thinking models and require all KLAs to make good use of the critical thinking essay booklet ➤ Advocate reading aloud practice/ speaking tasks in class ➤ Foster a bilingual/ trilingual environment making English activities and Putonghua Day a school routine ➤ Organise co-curricular and cross-curricular language activities ➤ Require ALL students to speak natural English and Putonghua in ALL subjects. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
4. Implementation of the IB Diploma Programme to be started in Year 2015-2016	➤ Prepare for the consultation & authorization visits in 2013-2014.	➤ Finalize all documents and get the laboratories renovated.	✓	✓			
		➤ Visits to IB schools in HK.	✓	✓			
	➤ Prepare for the preparatory year implementation in 2014-2015	➤ Start working on the conversion of classrooms to meet IB capacity.	✓	✓			
		➤ Complete the curriculum planning for IB preparatory year	✓				
		➤ Finalize student textbooks and purchase student reference books.	✓				
		➤ Prepare & implement additional lessons for English & Chinese for IB students in Class F.3A.	✓	✓	✓	✓	✓
		➤ Further accept applications to fill up capacity of our IB school (i.e., 40 per year)	✓	✓	✓	✓	✓
		➤ Purchase lab equipment	✓	✓	✓	✓	✓
		➤ Introduce Mobile Learning Trial Run		✓	✓	✓	✓

School Development Plan – Discipline (2013-2018)

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
1. Nurture appreciative and principled students with good sense of morality, discipline and courtesy.	(a) Self-discipline ➤ Self-respect and courtesy	➤ Greet Aloud programme continues to enhance students' courtesy. ➤ Encouragement scheme would be conducted to reinforce positive behaviors, such as being courteous and honest inside/outside school.	✓	✓	✓	✓	✓
	➤ Punctuality	➤ Punctuality to school and lessons is emphasized.	✓	✓	✓	✓	✓
	➤ Responsibility	➤ Students should have better management of their own belongings and school facilities. ➤ Spiral curriculum on Government Discipline Departments will be introduced in life-wide learning programme to educate students on self-discipline by modeling effects and to provide opportunity for career aspirations.	✓	✓			
	➤ Self-control	➤ Early identification of improper behaviour (the use of the Internet and gadgets) at home/ outside school is to be done.	✓	✓	✓		
	➤ Honesty	➤ Thematic week on honesty will be organized. ➤ Collaboration with subject teachers in handling dishonesty in assessment, homework and online assignment. Offenders will be seriously punished.	✓	✓			

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
	(b) Class discipline	➤ By-level training (foot drill and leadership) is held to boost class/level morale.					
	➤ Class ethos/ behaviour	➤ Training and sharing will be held to strengthen teachers' skills in classroom management, communication and class ethos development.					
		➤ Expectations from class teachers should be clearly articulated at the beginning of the school year. Half yearly evaluation is expected.	✓	✓	✓	✓	✓
		➤ Class teachers have to closely collaborate with subject teachers for cultivating class ethos.					
		➤ By-level class teacher meetings will be held in line with regular class periods.					
		➤ Spiral curriculum and ad hoc curriculum will be included in regular class period to cultivate class ethos.	✓	✓			
	➤ Self-regulatory	➤ Each class should form a class self-management group for supervising and monitoring their own class.	✓	✓	✓	✓	✓
		➤ Class-based/form-based class period routine and curriculum will be developed.	✓	✓			
	➤ Cleanliness	➤ Interclass competitions (cleanliness and Best Class Award) will be organized to motivate students to enhance their classroom cleanliness.	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
	(c) School discipline	<ul style="list-style-type: none"> ➤ Daily discipline routine (morning assemblies, recess and lunch, uniform inspection) helps train students' mass discipline. ➤ The emphasis of discipline training will be placed on F.1 and new students. ➤ Students should be instilled decent social etiquette (courtesy to guests and proper attitude in attending assemblies). ➤ Prefects will form special units to monitor students' discipline. ➤ Students with behavioural problems should be under supervision of Discipline Level Coordinators. ➤ Meetings and workshops on classroom discipline management will be held to prepare young teachers for discipline techniques and consolidate their competency in lessons. 	✓	✓	✓		
			✓	✓	✓	✓	✓
			✓	✓	✓		
			✓	✓	✓		
			✓	✓	✓	✓	✓
			✓	✓	✓		

School Development Plan – Guidance (2013-2018)

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
1. To nurture appreciative students with empathy.	<ul style="list-style-type: none"> ➤ Students can make use of Mother’s and Father’s Day and show their gratitude to their parents and thank for their hard work in raising them. ➤ By means of holding workshop and card writing, encourage more students are encouraged to join this meaningful activity. 	<u>Mother’s and Father’s Day</u> <ul style="list-style-type: none"> ➤ Small gifts and cards will be made by students for their parents with collaboration of VA and HE. ➤ Sharing on Mother’s and Father’s Day will be held by students in morning assembly. 	✓	✓	✓	✓	✓
	<ul style="list-style-type: none"> ➤ Students can express their gratitude to their teachers and friends. ➤ Students build up a sense of appreciation. ➤ Students can also enjoy being appreciated in the program. ➤ Positive thinking is encouraged among students in the school. 	<u>Thanks Giving Week</u> <ul style="list-style-type: none"> ➤ Workshop will be held for some students to teach them how to make small gifts for teachers and friends. ➤ Song dedication to teachers will be held. ➤ Students’ sharing on thanks giving will be held. ➤ Cards and small gifts will be prepared by students for their teachers. 	✓	✓	✓	✓	✓
	<ul style="list-style-type: none"> ➤ A communicating platform can be provided for students and parents. ➤ Teachers and parents can learn mentoring skills and utilize them in their daily communication with adolescence. ➤ The parental attachment of student can be improved. 	<u>Collaboration with NGO</u> <u>(Theme: counseling and influencing skills for adolescence – “... You don’t understand”)</u> <ul style="list-style-type: none"> ➤ Through internet platform (i.e. WebBlog), students are allowed to share more on their own feelings and also encouraged to show empathy to others. ➤ Training will be provided for teachers and parents to learn and demonstrate how to be a person with empathy as a role model for students. ➤ A communication network between students and parents is established. 	✓				

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
	<ul style="list-style-type: none"> ➤ Our students can <ol style="list-style-type: none"> 1. appreciate their peers. 2. have more reflection on their own. 3. have more involvement in school thematic program. ➤ Some elite students can show more empathy to others around them. ➤ Different subject panels can actively take part in moral education. 	<u>Guidance Week</u> <u>(Theme: Appreciation with empathy)</u> <ul style="list-style-type: none"> ➤ Collaborations among subject panels. <ol style="list-style-type: none"> 1. Students' work display on appreciation and gratitude. 2. Booth Games 3. Collective work of different subjects. 4. Lunch time forum 	✓	✓	✓	✓	✓
	<ul style="list-style-type: none"> ➤ Our students' good performance can be recognized and appreciated by parents. ➤ Positive atmosphere can be created among teachers, parents and students. ➤ Students can feel pride when praised in class. 	<u>Encouraging SMS</u> <ul style="list-style-type: none"> ➤ Class teachers will nominate 2 students who perform well in showing a particular virtue each month. ➤ SMS will be sent to parents to appreciate students' performance. ➤ SMS will be given to the awardees together with a minor merit. ➤ Virtues for each month will be the same as the sharing of teachers in that month. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
2. To nurture students with a good sense of morality and courtesy.	<ul style="list-style-type: none"> ➤ Guidance ambassadors can have reflection on themselves and be able to influence peers in classroom. ➤ Guidance ambassadors can take part in guidance activities actively and invite more students to join. ➤ Guidance ambassadors can report the school ethos to class teachers. 	<u>Guidance Ambassadors</u> <ul style="list-style-type: none"> ➤ 2 Guidance Ambassadors will be recruited from each class ➤ Together with 2 monitors and 2 students representative (e.g. prefects), they are responsible to monitor and report class ethos to class teachers. ➤ With timely notification of class ethos, class teachers can have adjustment on their own class rules and give guidance to their students so as to improve their class ethos. ➤ Guidance Ambassadors will carry out at least 1 class-based class ethos enhancement program in their own class. ➤ Guidance Committee will collaborate with Discipline Committee to run this program. They will be responsible to other class-based class ethos enhancement program held by monitors. ➤ Guidance ambassadors will be responsible to prepare the students sharing in the morning assembly. 	✓	✓	✓	✓	✓
	<ul style="list-style-type: none"> ➤ Students can <ol style="list-style-type: none"> 1. pay more attention to ethics / moral related issues around them. 2. have more self-reflection and take initiatives to improve themselves. 	<u>Preparation of ethics related reading materials for morning reading sessions</u> <ul style="list-style-type: none"> ➤ Two articles (one in Chinese and one in English) related to ethics will be prepared monthly for morning reading sessions. ➤ Inspiring questions will be designed to facilitate students to have self reflection and discussion. ➤ Teachers can make use of the questions and suggested answers to generate follow-up discussion in class. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
	➤ Students are aware of and interested in ethical issues and core values.	<u>Teacher sharing in morning assembly</u> ➤ Teachers are required to share topics related to ethics. ➤ Topics will be assigned to teachers in advance. ➤ There will be 4 teacher sharing (2 for junior levels and 2 for senior levels) each month. The other 4 sharings are open-ended, which allows teacher to give sharing with greater varieties. ➤ Guidance Ambassadors will share twice per quarter, focusing on morality, integrity and also some special topics, such as promotion on guidance program. ➤ Class teachers will receive summary on important points of teachers' and students' sharing. Students have to do reflection in their life education booklet. ➤ More sharing on related topics can be done by class teachers. Discussion can be generated among students.	✓	✓	✓	✓	✓
	➤ Students can raise their awareness towards ethical issues and core values in different aspects.	<u>Collaborative work of different subjects in value education</u> ➤ Value education and appreciation elements will be included in different subjects and at different levels.	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
3. To strengthen students' self-management skills and adversity intelligence.	Our students can <ol style="list-style-type: none"> 1. reflect on themselves and make improvement accordingly. 2. share their views and problems in daily life with class teachers through LE lessons and workbook 3. discuss with their class teachers on issues raised in morning assembly. They can internalize those ideas easily through discussion. 	<u>Life Education</u> <ul style="list-style-type: none"> ➤ Students are required to do reflection on the most recent sharing by teachers or students in the morning assembly. ➤ In every term, class teachers will help students to reflect themselves, and give them advice in working out individual short term target. ➤ The double spiral curriculums on personal and social education for junior and senior students are prepared, aiming at meeting developmental needs of different levels. ➤ Tailor-made school based teacher manual and student workbook will be prepared. ➤ Hall assembly and theme of adversity intelligence will be included in life education sessions. 	✓	✓	✓	✓	✓
	<ul style="list-style-type: none"> ➤ Students can develop different skills to cope with challenges in the future. ➤ Relationship between students and class teachers can be strengthened. 	<u>Life-wide Learning</u> <ol style="list-style-type: none"> 1. By-level camps (2 days and 1 night) 2. Community services 3. Hall Assembly <ul style="list-style-type: none"> ➤ To develop students' self-management skills and also the ability to face adversity ➤ To help students have balanced personal growth ➤ To encourage students to care about the society. <p>Theme of the by-level camps F.1: Problem solving skills and team building F.2: Communication skills F.3: Adversity Quotient</p>	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
	<ul style="list-style-type: none"> ➤ Students are expected to acquire different developmental skills from the project ➤ Students can take initiatives to improve themselves on their own. 	<u>Developmental Group Work</u> <ul style="list-style-type: none"> ➤ Special courses on developing self-management skills and problem solving skills etc. will be conducted for selected students. 	✓	✓	✓	✓	✓
	<ul style="list-style-type: none"> ➤ Students' good performance in the school and family can be recognized, especially in the moral aspect. 	<u>Award Scheme</u> <ul style="list-style-type: none"> ➤ To encourage all-round development among students, six aspects which are moral, intellectual, physical, social, aesthetic and active learning are emphasized. 	✓	✓	✓	✓	✓
	<ul style="list-style-type: none"> ➤ Senior colleagues can share with new colleagues on classroom discipline techniques and other relevant issues. ➤ New colleagues can better prepare for class teacher duty 	<u>Training for new teachers</u> <ul style="list-style-type: none"> ➤ Training on student counselling and classroom management skills will be held for new teachers ➤ Two informal sharing sessions will be held every quarter. Senior colleagues can give sharing and respond to questions from new colleagues. 	✓	✓			
	<ul style="list-style-type: none"> ➤ Class teachers can have a better understanding of their students' problems. ➤ Teachers can get active involvement in guidance work actively. 	<u>Case counselling</u> <ul style="list-style-type: none"> ➤ 2 case counseling will be done by each class teacher ➤ 2 extra case counseling will be done by each guidance teacher. 	✓	✓	✓	✓	✓
	<ul style="list-style-type: none"> ➤ Students understand the provision of the school social work service ➤ Students know where and how to seek help when they have problems wanted to share 	<u>Orientation</u> <ul style="list-style-type: none"> ➤ Social workers will pay visit to Form 1 classes to introduce school social work service. 	✓	✓	✓	✓	✓

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			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
	<ul style="list-style-type: none"> ➤ Students' problems can be improved ➤ Students' emotions can be handled 	<u>Casework by social worker</u> <ul style="list-style-type: none"> ➤ Liaison with teachers concerned and parents Case follow-up and form meetings 	✓	✓	✓	✓	✓

School Development Plan – Extra-curricular Activities (2013-2018)

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
1. Promote non-academic achievements in sports, music, art and aesthetics education with better inter-school competition results	<ul style="list-style-type: none"> ➤ 40 different kinds of extra- curricular activities are provided in the ECA sessions with professional coaches recruited as trainers. ➤ A number of school teams in sports, art and music education achieve encouraging results in external competitions. 	<ul style="list-style-type: none"> ➤ Employ professional coaches in the capacity of ECA trainers ➤ Train up potential students in sports and music education. ➤ Offer scholarship for students who have outstanding performance in external competitions. ➤ Organize overseas training programs to potential athletes. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
2. Maintain good language and learning environment with more advanced facilities	➤ Upgraded facilities in sports, art and music department	<ul style="list-style-type: none"> ➤ A running track and indoor table-tennis court will be installed ➤ Electronic LCD time scoreboard will be installed in the pool area ➤ The Art Room will be renovated ➤ Worn out instruments will be replaced. 	✓	✓	✓	✓	

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
3. Cultivate leadership and good sense of self-discipline among students	<ul style="list-style-type: none"> ➤ Identify students with leadership potentials: (2013-16) Select students from 1 to 2 school teams as team leader (2013-18) Select 5 to 6 school teams as team leader to lead junior form team members ➤ Identify outstanding graduated students to be teaching assistant to lead selected sports, music or art team training or school events. (2013-18) 	<ul style="list-style-type: none"> ➤ Selected elite alumni will be recruited for assisting selected sports, music or art team training. ➤ Selected students will lead house activities or Students' Union and sports club ➤ Selected students will lead some school events 					
			✓	✓	✓	✓	✓

School Development Plan – Information Technology (2013-2018)

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
1. Maintain good language and learning environment with more advanced facilities.	(a) Provide e-Learning platform for teachers and students	➤ Provide tablet PCs and appropriate Apps for interactive teaching and learning during lessons	✓	✓	✓	✓	✓
		➤ Install WIFI network on school campus to fully facilitate mobile learning		✓	✓	✓	✓
		➤ Provide an online forum for teachers and students to discuss academic problems	✓	✓	✓	✓	✓
	(b) Increase teachers' effectiveness in preparing teaching materials	➤ Upgrade I.T. hardware and software to support teachers' needs	✓	✓	✓	✓	✓
2. Promote staff development, enhance team spirit and professionalism	(a) Improve teachers' IT knowledge through training	➤ Organize teacher training for the use of I.T. facilities, eClass, excel, audio editing, mobile learning and Webpage.	✓	✓	✓	✓	✓
3. Cultivate students' active reading habits, learning skills and elevate their learning motivation.	(a) Provide a good platform for students to join reading scheme.	➤ Further upgrade the reading scheme software					
	(b) Maintain a good system for students to read aloud outside campus	➤ Maintain a good communication with eClass and teachers in order to provide a stable eVoice system	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
4. Strengthen sense of belonging among different stakeholders.	(a) Establish good relationship among parents, students and the school.	<ul style="list-style-type: none"> ➤ Carry out parent workshops on the use of eClass, internet security and online learning platform. ➤ Further enhance the usage of SMS system 	✓	✓	✓	✓	✓
	(b) Continue the I.T. prefect/ monitor training that the sense of belonging among students can be strengthened	<ul style="list-style-type: none"> ➤ Arouse students' interest in information technology and help them gain more knowledge. ➤ Assist teachers in IT Committee for regular check and maintenance for IT facilities. ➤ Support various IT activities organized by the college. 	✓	✓	✓	✓	✓
	(c) Build up relationship between parents, students and the school.	<ul style="list-style-type: none"> ➤ Initiate/organize IT activities/training in the college, such as Math & IT Week and software trainings. ➤ Join external IT competitions/awards such as the Hong Kong Olympiad in Informatics, Computer-assisted Project Design, photography competitions and IT Leader Award. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
5. Promote non-academic achievements in sports, music, art and aesthetic education with better inter-school competition results.	(a) IT prefects join external competitions and get good results	➤ Join external school IT competitions/awards such as the Hong Kong Olympiad in Informatics, Computer-assisted Project Design, photography competitions and IT Leader Award.	✓	✓	✓	✓	✓

School Development Plan – Student Affairs (2013-2018)

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
1. Cultivate students' active reading habits, learning skills, and elevating learning motivation.	<ul style="list-style-type: none"> ➤ Students should build up good learning habits by jotting down useful phrases and vocabulary in vocabulary books. Each student should at least write down 50-100 useful vocabulary or phrases in an academic year. ➤ Students should develop better handwriting habit. F.1 and F.2 students should complete one English Cursive Writing book in an academic year. ➤ Students should build up active reading habits by doing a newspaper cutting per week in the English Reading Journal Book. They should highlight main points and good vocabulary with summary and reflection 	<ul style="list-style-type: none"> ➤ One English and one Chinese vocabulary book will be prepared. Students are encouraged to be active learners and jot down useful vocabulary in this notebook ➤ An English Cursive Writing book will be prepared for all F.1 and F.2 students in order to develop their good handwriting habit. ➤ An English Reading Journal Book will be introduced for all students in order to develop active reading habits. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
2. Nurture appreciative and principled students with good sense of morality, discipline and courtesy.	<ul style="list-style-type: none"> ➤ Student should be self-disciplined and queue up orderly for meal allotment during lunchtime. ➤ Students should be responsible for the cleanliness in the tuckshop area. They should be responsible to clear their own rubbish and leftovers. No rubbish will be left on tables and floor. ➤ Students should also be courteous and appreciative to the staff of the tuckshop. Positive feedback on students' courtesy from the staff of the tuckshop is expected. 	<ul style="list-style-type: none"> ➤ The practice of dining outside classroom will be continued in 2013-2014. Queue up lines will be provided to help students line up orderly. ➤ Good habits reminders/ signage will be posted in the tuckshop to cultivate self-management behavior. ➤ Stickers will be given to the staff of the tuckshop by secret teachers. Students will be awarded the stickers if they are courteous to the staff. 	✓	✓	✓	✓	✓

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
3. Promote better sense of belonging towards the school among students	➤ Students' sense of belonging towards the school will be strengthened. They like the newly designed school souvenirs.	➤ Student Affairs Committee will collaborate with GC and HE subject panels to design some new school souvenirs for promoting better sense of belonging towards the school among students. Proposed new items include tie clip, umbrella and PLKNPLC mascot.	✓	✓			

Major Concerns	Intended Outcomes / Targets	Strategies/ Tasks	Time scale				
			13/ 14	14/ 15	15/ 16	16/ 17	17/ 18
4. Closely monitor tuckshop operation for a decent and orderly school environment which provides healthy and good food for all Nganpolingians and boarders	<ul style="list-style-type: none"> ➤ Smooth operation of the tuckshop is expected. ➤ The caterer should introduce more varieties of food from time to time in response to the request made by students. ➤ Students, parents and teachers are generally satisfied with the service and food provided by the caterer. 	<ul style="list-style-type: none"> ➤ To liaise with SU and PTA to closely monitor the operation of the tuckshop and inspect the quality, varieties and taste of the food provided ➤ Survey will be conducted among students, parents and teachers annually by the caterer. School forum will also be held to get feedback and opinions from students, parents and teachers about the quality of lunch box and the service of tuck shop. ➤ The contract with Vitaland Services will expire in June 2015. Tendering procedure for a new caterer to operate the tuckshop and provide lunch box for the whole school as well as breakfast and dinner for boarders will be conducted in 2015. 	✓	✓	✓	✓	✓