

Sir Ellis Kadoorie (S) Primary School

Annual School Plan 2017-2018



### **School Vision**

1. Develop fully pupils' potentials
2. Equip them with life-long learning skills
3. Help them integrate into local community
4. Develop a global outlook

### **School Mission**

The mission of the school is to provide a pleasing environment for students to enjoy learning; to enhance their effectiveness in communication and develop in them a sense of creativity and commitment through a balanced education programme which covers ethical, intellectual, physical, social and aesthetic development.

### **School Motto**

"Seize The Day" -- Pupils are encouraged to treasure time and make use of it meaningfully.

### **Major Concerns**

1. Enhance learning and teaching through e-learning
2. Cultivate pupils' positive values and strengthen their responsibility and perseverance
3. Foster good learning attitude and study skills

**Major Concern 1: Enhance learning and teaching through e-learning**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in Charge	Resources Required	Evaluation
1. Enhance teachers' professional knowledge on e-learning	- Arrange School-based Teachers' Professional Development Programme with a focus on implementation of e-learning	- At least 4 workshops are arranged in the school year. - 70% of the teachers find that school-based Teachers' Professional Development Programme is useful.	- Questionnaire	Whole year	DH and CD	Workshops	
	- Create a subject-based resource bank according to various subject disciplines, levels and topics for teachers' reference	- At least 4 e-learning packages have been designed for each level of the 4 core subjects in the whole year.	- Survey	Whole year	Subject panels, IT Support Team and subject teachers	e-learning resources	
	- Professional sharing on implementation of e-learning materials during Collaborative Lesson Planning meetings of 4 major subjects	- Teachers use the designed learning packages in the lessons.	- Lesson observation - CLP records	Whole year	CD, Panels and Subject teachers		
2. Equip pupils' e-learning skills and enhance their learning effectiveness	- Further strengthen and equip pupils with learning skills of MS Office 365 Cloud Platform during IT and other lessons	- 70% of the pupils would use MS Office 365 Platform for self-learning.	- Questionnaire	Whole year	Subject teachers	Computers and mobile devices	
	- A subject-based interactive e-learning platform containing learning materials of at least four core subjects and library will be launched to enhance the learning experience of the pupils	- 70% of pupils agree the interactive e-learning platform is useful and interesting.	- Survey	Whole year	Subject teachers		
	- "STEM Ambassador" Team and recommend team members undertake STEM training and help promoting STEM education	- A sharing session is conducted to introduce their learning to schoolmates once a term	- Questionnaire - interview	Whole year	Math, GS and IT Panels		

**Major Concern 2: Cultivate pupils’ positive values and strengthen their confidence**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in Charge	Resources Required	Evaluation
1.Foster pupils’ positive values with a focus on perseverance and responsibility	<ul style="list-style-type: none"> <li>- Implementing the Whole School Approach Award Scheme to motivate students to do well as they have to gain praises and prizes through the following award schemes :                             <ul style="list-style-type: none"> <li>i. Be a Good Kadoorian</li> <li>ii. Chops Ahoy</li> <li>iii. SEK Award</li> <li>iv. Superkid Programme</li> <li>v. SEK Class Award</li> </ul> </li> <li>- Implementing School-based Moral and Civic Education Curriculum to cultivate students with positive values in a structured mode through the following:                             <ul style="list-style-type: none"> <li>i. Talks</li> <li>ii. Pledge Day</li> </ul> </li> <li>ii. Amend and enrich MCE curriculum</li> <li>- Implementing Whole Person Development Programmes to create more opportunities for students to stretch their talents through co-curricular activities :                             <ul style="list-style-type: none"> <li>i. Tennis</li> <li>ii. Easy-sports Programme</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- 50% of pupils meet the requirements and are awarded in those schemes</li> <li>- 80 pupils counted are nominated to be the SEK Award winners</li> <li>- 85% of pupils like the talks and MCE lesson activities</li> <li>- 80% of the participants agree that the programmes helps build up their perseverance and responsibility</li> </ul>	<ul style="list-style-type: none"> <li>- Survey</li> <li>- Questionnaire</li> <li>- Observation</li> </ul>	Whole year	Discipline team, PE teachers and SGPs		

<p>2. Strengthen pupils' confidence</p>	<ul style="list-style-type: none"> <li>- Enhancing pupils' positive self-concept by:                             <ol style="list-style-type: none"> <li>i. Helping them to understand their strengths and weaknesses by using reflective tools</li> <li>ii. Helping them to set achievable goals</li> </ol> </li> <li>- Developing pupils' "can-do" attitude by:                             <ol style="list-style-type: none"> <li>i. Assign pupils to participate in different activities</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>- 60% of pupils are able to achieve the goals they make at the beginning of the term.</li> <li>- 70% of pupils participated in activities and able to complete the tasks</li> </ul>	<ul style="list-style-type: none"> <li>- Survey</li> <li>- Questionnaire</li> <li>- Observation</li> </ul>	<p>Whole year</p>	<p>MCE team, class teachers, CCA team and SGPs</p>		
	<ul style="list-style-type: none"> <li>- Building a positive classroom culture by getting pupils to set achievable targets:                             <ol style="list-style-type: none"> <li>i. Giving praise and recognition</li> <li>ii. Setting up achievement charts</li> </ol> </li> <li>- Fostering home-school co-operation by conducting different workshops for parents to strengthen their skills on building a confident child:                             <ol style="list-style-type: none"> <li>i. Parents Education Programmes emphasizing parents' role in building a positive attitude towards the society</li> <li>ii. Sharing by experts in regular Tea-with-Headmistress gatherings</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>- 60% of pupils improve classroom behaviour</li> <li>- 70% of participants show positive response to the parent programmes</li> </ul>			<p>Class teachers, MCE team and SGPs</p>		

**Major Concern 3: Foster good learning attitude and study skills**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in Charge	Resources Required
1. Foster pupils' good learning habits and attitude	-A performance chart illustrating pupils' performance on lesson preparation, classroom participation, dictation and quizzes will be set up to monitor pupils' progress and to boost pupils' drive for learning.	- 50% of pupils pass the benchmarks on the performance chart set by different core subjects - 50% of pupils find their learning habits improved.	- Survey - Questionnaire - Lesson observation	Whole year	Subject teachers	Performance charts of respective core subjects
	- Set up self-access corner in the classroom and encourage pupils to use MS 365 service to promote self-learning	- 60% of the students use self-access corner and web-based material				
2. Develop pupils' different study skills	- To equip pupils with subject-based learning strategies with a focus on: i. Reading skills (English and Chinese Lessons) ii. Note-taking (GS and Math Lessons) iii. Problem solving (All core subjects) iv. Collecting and analyzing information (GS and Math Lessons) v. Self-learning (All subjects)	- 60% of pupils are able to apply study skills in doing assignments and projects	- Survey - Questionnaire - Assignment checking	Whole year	Subject teachers	