

A photograph of the Wong Tai Shan Memorial College building, a large white structure with multiple floors and a green-tinted glass extension on the right side. The building is situated on a street with some trees and a few people walking in the foreground.

Hong Kong Sze Yap Commercial and Industrial Association Wong Tai Shan Memorial College

School Plan

2023 – 2024

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(1) School Vision & Mission

School Mission

The school was founded by renowned professionals of the HK Sze Yap Commercial and Industrial Association in response to the Hong Kong Government's call for introducing universal education in the 1970s and with the spirit of long-term nurturing of the next generation. Throughout these years, we build our school on the five aspects of education, moral, intellectual, physical, social and aesthetic development, and upon the school motto of faithfulness, forgiveness, diligence and intelligence. We strive to raise the academic and moral standards of students and aim at providing an open and pleasurable learning environment so that students can realize their full potential. It is our wish to produce responsible citizens who are physically and mentally healthy and are both sociable and righteous.

School Goals

1. To help students develop positive values and attitudes towards life.
2. To prepare students to achieve goals that give meaning to their life.
3. To equip students with knowledge and skills to cope with the ever-changing world.
4. To help students explore their potentials by providing them with multifarious extracurricular activities.
5. To help students become responsible citizens and develop a sense of commitment contributing to our society.

(2) Major Concerns

1. To elevate academic and non-academic achievements through enhancing learning and teaching effectiveness and widening students' exposure
2. To enhance students' well-being through cultivating positive values and appreciative ethos
3. To foster biliteracy and trilingualism among students

Major Concern 1: To elevate academic and non-academic achievements through enhancing learning and teaching effectiveness and widening students' exposure

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
To improve students' academic achievement and performance through various measures	<p>(1) Optimization of Students' Revision:</p> <ul style="list-style-type: none"> During the designated revision week preceding each term test/exam, no new subject matter will be introduced. Half-day lessons will be implemented one cycle before the final exam in June to provide additional time for focused preparation. Final-effort additional lessons will be arranged for selected Form 6 students following the completion of the paper checking cycle for the second mock exam. To facilitate post-mock examination practices in the afternoon, a Special Timetable will be adopted. 	<ul style="list-style-type: none"> Timely completion of all administrative work. Improved academic performance as demonstrated in term tests, examinations and HKDSE results. 	<ul style="list-style-type: none"> Feedback from students Feedback from parents Feedback from teachers Results of term tests, examinations and HKDSE 	Whole year	All Academic Operation Section Members	/

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
To improve students' academic achievement and performance through various measures	<p>(2) Enhance Assessment Practices</p> <ul style="list-style-type: none"> Develop clear and comprehensive assessment guidelines and criteria that align with curriculum objectives and external assessment requirements. Provide professional development opportunities for teachers to improve their assessment design, implementation, and grading practices. For example, subject panel heads will prepare subject-based and form-based templates for test/exam papers, following the Guidelines on Paper Setting and the Amendment Notice of Test & Exam Papers. Establish a system for regular assessment review and moderation to ensure consistency and fairness in grading. 	<ul style="list-style-type: none"> Timely completion of all administrative work. Improved academic performance as demonstrated in term tests, examinations and HKDSE results. 	<ul style="list-style-type: none"> Feedback from students Feedback from parents Feedback from teachers Results of term tests, examinations and HKDSE 	Whole year	All Academic Operation Section Members	/

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
To improve students' academic achievement and performance through various measures	(3) Consolidate and strengthen subject-based initiatives regarding effective pre-lesson preparation and reading exposure	Improvement in class engagement and self-learning habits	Class observation, subject meetings, assignment inspection	whole year	HSH, subject heads	/
	(4) Foster and align quality learning and teaching initiatives through peer-lesson observation and open class	Alignment shown in learning materials inspection and lesson observations	Feedback forms of learning materials inspection and lesson observation	whole year	HSH, LLY	IT resources for recording of teachers' lessons for future sharing
	(5) Arrange additional lessons to help senior form students grasp the syllabus, coupled with enhancement and remedial measures	Improvement in students' results	Analysis of our students' DSE statistics	whole year	HSH, LYC, subject heads	Rooms for the activities
	(6) Coordinate study days to enhance students' self-directed learning, arranged prior to each term test/exam	Smooth running of the arrangement	Feedback from teachers & students	whole year	CWK	Rooms for the activities
	(7) Provide after-school support to weaker students with the help of Study Prefects and alumni tutors	Students in need are identified and offered help	Participation rate of the students	whole year	HSH, CWK, subject heads	Grants to support the activities
	(8) Coordinate school-based pullout programmes and off-school gifted education & enrichment programmes	Potential students are identified and encouraged to join the programmes	Records of the programmes	whole year	CWK, subject heads	Grants to support the activities
	(9) Develop school-based STEAM curriculum to enhance the breadth of knowledge in the related academic subjects	School-based STEAM curriculum developed in junior form	Feedback from teachers & students	whole year	CWK, related subject heads	Venues, software and hardware needed for the activities

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
To elevate non-academic achievements through widening students' exposure	(1) To launch a leadership training programme for potential leaders in F.3	70% of students agree that they have improvement in leadership skills	Students' questionnaire	March	IWS, LWKF	LWLG
	(2) To arrange students to watch local shows and join visits, workshops, etc related to our clubs and teams	Positive feedback from teachers and students	Feedback from teachers and students	Whole Year	TIC of clubs and teams	LWLG
	(3) To widen the range of activities in our inter-house competitions	Add at least one other kind of competition besides dance and sports	Feedback from teachers and students	Whole Year	House Supervisors	/
	(4) To organize a wide range of learning activities outside school via subject departments and sections	Students are able to gain new experiences outside school	Feedback from students, subject meeting sharing	Whole year	Subject heads	Various grants (e.g. LWLG)

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
To enable students to make informed and responsible future choices by widening their exposure	(1) University Information Days <ul style="list-style-type: none"> Provide students and parents with the information of Info Days of different universities and institutions. F3- 6 students are required to go to at least one Info Day 	<ul style="list-style-type: none"> Completion of the activity 80% of students can finish the task 	<ul style="list-style-type: none"> Teachers' observation 	Sep-Oct 23	LKH, SCS	
	(2) Form 3 & 5 / Senior form university/institution visits <ul style="list-style-type: none"> Each class of Form 3 & 5 will visit at least one university Talks will be arranged if they are available. 	<ul style="list-style-type: none"> 70% of students with positive feedback 	<ul style="list-style-type: none"> Teachers' observation Post-activity survey results 	2 nd term	YKY, LKH, KWY	Class teachers
	(3) Organize a CUHK visit for senior form students with different departments' (e.g. Chinese History, History and Chinese Literature) collaboration with our Career and Life Planning Section	<ul style="list-style-type: none"> 70% of students with positive feedback 	<ul style="list-style-type: none"> Teachers' observation Post-activity survey results 	1 st term/2 nd term	YKY, LKH	Class teachers
	(4) Form 2 workplace visit (careers related)	<ul style="list-style-type: none"> Completion of the activity 70% of students with positive feedback 	<ul style="list-style-type: none"> Teachers' observation Post-activity survey results 	2 nd term	KWY, CKC	Form 2 class teachers

Major Concern 2: To enhance students' well-being through cultivating positive values and appreciative ethos

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
Promote positive values and appreciative ethos through reading and other activities	(1) Promote positive values and appreciative ethos in reading lessons by adopting related articles	Positive values and appreciative ethos are found in reading articles prepared by teachers	Students' feedback in the reading lessons and worksheets	whole year	HSH	Subscriptions of newspapers
	(2) Coordinate themed book exhibitions in our school library about positive values, appreciative ethos and topics about students' well-being and mental health	Majority of classes are arranged to visit the exhibitions	Participation rate Students' feedback and borrowing records	whole year	HSH	Book list provided by different subjects/KLAs/sections Promotional materials
	(3) Arrange sharing sessions related to positive values and appreciative ethos in the Reading Club	Sharing is organized regularly with the participation of students in different forms	Students' feedback	whole year	HSH	Grants to support the activities
	(4) Students' and teachers' sharing on positive values and experiences in morning assemblies	Students gain insights and reflect upon messages delivered by students and teachers	Observation and feedback from teachers	whole year	All teachers	/
	(5) Organize competitions and award schemes to reinforce positive behaviours and create chances for students to experience success	Students recognize this ability and develop mutual support	Observation and feedback from teachers	whole year	Subject and section heads, PTA	Certificates and gifts

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
To cultivate positive relationships in houses	To launch intra-house activities to enhance rapport and cohesion	Organize at least one intra-house activity	Feedback from teachers and students	November	IWS, YWYZ and house supervisors	Grants to support the activities where suitable
To cultivate students' sense of responsibility by encouraging their participation in class duties, and enrich their school life and foster a positive class atmosphere as well as enhance their sense of belonging.	(1) Four Class Representative Meetings throughout the academic year. (2) Reporting and discussion by class representatives, with suggestions from discipline teachers.	Class committee able to perform their respective roles.	Teachers' Observation	whole year	all members of our Discipline Section	/
To cultivate positive values with the theme of "Responsibility" and guide students to reflect on the spirit of school rules in order to establish proper values.	Arrange a discipline assembly to explain the school rules and the objectives of the Discipline Section.	Students follow the instruction and understand the consequences.	Teachers and students' comments	September	CYY	/

Major Concern 3: To foster biliteracy and trilingualism among students

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
Regular and thematic English and Putonghua activities	(1) Coordinate morning sharing of students by different subjects on subject knowledge, experience in competitions and activities so that students have ample chances to speak English or Putonghua in authentic and meaningful contexts with rich substance	Different sharing is conducted by student representatives of different subjects	Statistics about the sharing Teachers' and students' feedback	whole year	HSH	Template of past sharing
	(2) All public announcements and ceremony MC dialogues are in English or Putonghua	Students gain confidence in using the languages	Observation, feedback from students and teachers	whole year	All teachers	/
	(3) Coordinate cross-subject cultural events and celebrations (e.g. Mid-Autumn Festival, Halloween, Christmas, Chinese New Year, Easter, etc) that foster a rich trilingual learning environment	Cultural events be held at selected festivals	Participation rate Student's feedback	whole year	HSH, WKH, LCW, all teachers	Grants to support the activities
	(4) Foster the collaboration between Science and English panels to organize the Inter-class Science Knowledge Presentation Competition in which students get to present their projects in English	Smooth running of the arrangement	Teachers' and student's feedback	whole year	CWK	IT resources for recording of the presentations

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
Create a rich trilingual learning environment through reading	(1) Cultivate the reading habit of senior form students in different subjects	Senior form students complete 1 written report in each term	Statistics and feedback on the written report by subject teachers and our librarian	whole year	HSH, WKH	Library books and e-book accounts
	(2) Adopt a mobile library to promote reading culture	A mobile library being set up on each floor once in each term	Participation rate and borrowing records	whole year	HSH, WKH	Trolley to set up the mobile library Promotional materials
Boost our EMI environment through a variety of measures and activities	English activities A wide range of engaging English activities are organized to encourage students to actively use the language both inside and outside the classroom. These activities include inter-class debates, busking performances, movie appreciation sessions, interviewing teachers, cooking activities, and cross-curricular oral presentations. To enrich our movie-watching activities, the department has subscribed to the Disney+ service, exposing students to a variety of films that broaden their cultural and linguistic horizons.	Students' interest in English is aroused. Students show more confidence in English speaking.	Feedback from teachers and students Observation of students' performance	Whole year	All English teachers	English Ambassadors

	<p>Song dedication In order to foster a love for English music and promote positivity among students, teachers and students recommend English songs that are played not only within the classroom but also outside of it. Students can convey uplifting messages to teachers and peers, creating a harmonious and encouraging learning environment.</p> <p>External English competitions and activities To develop well-rounded students who excel in both academic and creative English, students are nominated to participate in external competitions such as writing and speaking competitions. Students can have the opportunity to showcase their skills, strive for excellence, and gain public recognition for their achievements.</p> <p>MC training Students are given training to become skilled MCs for various school occasions, including the school commencement ceremony, end-of-term ceremony, speech day, information day, orientation day, etc. Students learn to engage audiences and create a lively atmosphere during school events.</p>					
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	<p>English assembly An English assembly will be held in the second term to allow students to showcase their talent in English in the hall. Students present performances such as singing, drama, and public speaking in front of their peers, fostering a sense of appreciation for the language.</p> <p>Drama Club The Drama Club meets weekly to receive training and prepare for two drama/musical performances in the second term. Club members are also provided with opportunities to attend drama performances by other schools or organizations, enabling them to learn from different theatrical experiences and broaden their understanding of the art form.</p> <p>Debating Club Members of our Debating Club undergo weekly training sessions and participate in inter-school debating competitions. Students can sharpen their critical thinking abilities, improve their persuasive skills, and develop confidence in expressing their opinions in English.</p> <p>Public speaking High-performing senior students receive weekly training in public</p>					
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	speaking, equipping them with the necessary skills to deliver impactful speeches and presentations and preparing them for future academic and professional endeavors.					
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(3) Plans on the Use of Various Grants

Plan on School based After school Learning and Support Programme

Name of School: HKC&IA Wong Tai Shan Memorial College

Staff-in-charge: Ms. Leung Hoi Ning Jessie

Contact Telephone No.: 27788982

A. The estimated number of students (count by heads) benefitted under this Programme is 60(including A.20CSSA recipients, B.25SFAS full-grant recipients and C.15under school's discretionary quota).

B. Information on Activities to be subsidized/complemented by the Grant.

*Name / Type of activity	Objectives of the activity	Success criteria (e.g. learning effectiveness)	Method(s) of evaluation (e.g. test, questionnaire, etc)	Period/Date activity to be held	Estimated no. of participating eligible students [#]			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
					A	B	C		
“Project Why Not!”(LHN) External Sports Competition External Dance Competition External Music Competition	To develop students’ talents and potentials	The average attendance should be over 70%	<ul style="list-style-type: none"> eClass students’ attendance record Teachers’ observation Students’ feedback 	9/2022 to 7/2023	20	25	15	15,000	
Total types of activities: 1				@No. of man-times	20	25	15	\$15,000	
				**Total no. of man-times	60				

Note:

* Types of activities are categorized as follows: tutorial service, learning skill training, languages training, visits, art /culture activities, sports, self-confidence development, volunteer service, adventure activities, leadership training, and communication skills training courses.

@ Man-times: refers to the aggregate no. of benefitted students participating in each activity listed above.

**Total no. of man-times: the aggregate of man-times (A) + (B) + (C)

Eligible students: students in receipt of CSSA (A), SFAS full grant (B) and disadvantaged students identified by the school under the discretionary quota (not more than 25%) (C) .

Plan on Use of School-based After-school Learning and Support Grant (Community-based Projects)

2023/24 區本計劃申請表

I 部：計劃的分項活動詳情〔本頁須根據 H 部順序排列〕

可填寫優先次序¹

1. [活動性質 A1：功課輔導] 活動名稱：	全方位研習班		導師資歷只限教授中一至中三級
2. 協作學校名稱(如適用)：	香港四邑商工總會黃棣珊紀念中學 (每張活動分項表只應填寫一間協校/學辦中心，如申請計劃包括多於一間協校/學辦中心，請自行影印。)		
3. <input checked="" type="checkbox"/> 活動只與一間協作學校合辦	<input type="checkbox"/> 服務整個地區，沒有與任何學校協辦		
4. 請簡述活動目的及內容： 透過優質語言教育及優良師資協助學生處理校內的學習困難，提高整體課堂的學習成效			
5. 估計受惠合資格學生人數(人頭)：120 名 [#] (當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)。 [#] 如服務整個地區(見第 3 點)或與特殊學校協作，請分別填寫預計包括： 名小學生(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)及/或 名中學生(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)。			
6. 估計自費參加活動的非合資格學生 ^(vii) 人數(人頭)： 名(如適用)			
7. 日期： 由 1 / 8 / 2023 至 31 / 7 / 2024	8. 時間 ^(ix) ：(請以「✓」選出適用時段) <input checked="" type="checkbox"/> 星期一至五 課後至下午六時 <input type="checkbox"/> 星期六 * 請選擇 <input type="checkbox"/> 星期一至五 下午六時以後 <input type="checkbox"/> 假日 * 請選擇		
9. 組別數目 ^(x) ：12，每組導師：學生比例為 1 : 10			
10. 每組全年共 30 節，每節 1.5 小時 ^(ix)		11. 上課地點 ^(iv) ：學校課室	

建議活動的預算項目：

12. 開支項目^{(v) & (vi)}

(a) 導師^{(viii) & (x)}薪金：(\$) $\frac{215}{(時薪)} \times (每節) 1.5 \text{ 小時} \times (每組) 30 \text{ 節} \times 12 \text{ 組} = ($)$ $\frac{116100}{108,000}$
預算聘請導師學歷：中六畢業(香港中學文憑考試五科3級，包括中、英、數三科)或中七畢業(高級程度會考中英及2AL/1AL/2AS合格)
教學助理^(xi)薪金：(\$) $\frac{11610}{5,400} \times (時薪) \times (每節) 1.5 \text{ 小時} \times (每組) 30 \text{ 節} \times 12 \text{ 組} = ($)$

(b) 活動物資

(\$) $\frac{11610}{5,400}$

(c) 其他

(請註明：)

(\$)

13. 總開支(甲)

(=) (\$) $\frac{127710}{113,400}$

14. 收入項目

(a) 非合資格學生活動收費^(vii) (\$) $\frac{11610}{5,400} \times \text{人}$

(\$)

(b) 其他 (請註明：)

(\$)

15. 總收入(乙)

(=) (\$) $\frac{0}{0}$

16. 申請津貼額 (甲 - 乙)

(=) (\$) $\frac{127710}{113,400}$

註

- (iv) 機構若於非協作學校內開辦非正規課程(如功課輔導、學習技巧訓練及語文訓練)，或在協作學校開辦的非正規課程包括其他學校的學生，則上課地點必須符合《教育條例》的規定，請夾附有關文件(如學校註冊證明書(副本)或已填妥的豁免學校註冊申請書)於申請時一併遞交
- (v) 有關行政費的開支，請填寫在 J 部(2)
- (vi) 若實際參與學生數目低於批核人數，機構須按比例減少組別數目及所有項目的開支
- (vii) 非合資格學生：自費參加活動的學生。參加學生必須繳付全費
- (viii) 有關本計劃聘請導師的資歷要求載於本計劃網頁的「區本計劃指引」
- (ix) 為使學生有機會參與其他活動，功課輔導的時數上限為每星期 4.5 小時
- (x) 組別數目等同於聘請導師人數
- (xi) 教學助理負責於該項活動推行期間提供協助

(* 請刪去不適用部份)

由協作學校確認：

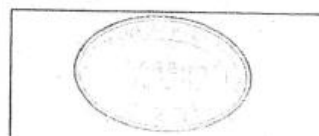
姓名：何兆康

簽署：[Signature]

日期：- 9 MAR 2023

職位：*校長 / 負責老師

學校印鑑



I 部：計劃的分項活動詳情〔本頁須根據 H 部順序排列〕

1. [活動性質 A3：語文訓練] 活動名稱：專科研習班
2. 協作學校名稱(如適用)：香港四邑商工總會黃棣珊紀念中學 (每張活動分項表只應填寫一間協校/舉辦中心，如申請計劃包括多於一間協校/舉辦中心，請自行影印。)
3. <input checked="" type="checkbox"/> 活動只與一間協作學校合辦 <input type="checkbox"/> 服務整個地區，沒有與任何學校協辦
4. 請簡述活動目的及內容：透過優良師資協助學生處理校內的學術疑難，範圍主要涉及中英數研習，如課堂預習及測驗考試前溫習等，縮窄學生學習差異，提升整體課室學習成效。
5. 估計受惠合資格學生人數(人頭)：120 名 [#] (當中包括 _____ 名非華語學生、_____ 名特殊教育需要學生及 _____ 名新來港學童)。 [#] 如服務整個地區(見第 3 點)或與特殊學校協作，請分別填寫預計包括： _____ 名小學生(當中包括 _____ 名非華語學生、_____ 名特殊教育需要學生及 _____ 名新來港學童) 及/或 _____ 名中學生(當中包括 _____ 名非華語學生、_____ 名特殊教育需要學生及 _____ 名新來港學童)。
6. 估計自費參加活動的非合資格學生人數 ^(vii) (人頭)：_____ 名(如適用)
7. 日期：由 1 / 8 / 2023 至 31 / 7 / 2024
8. 組別數目 ^(x) ：12，每組導師：學生比例為 1 : 10
9. 每組活動包括： (a) 課堂：30 節 每節：1.5 小時 上課地點 ^(iv) ：學校課室 (b) 半日活動：_____ 次 (不少於四小時) 地點：_____ 地區：_____ (c) 全日活動：_____ 日 (不少於七小時) 地點：_____ 地區：_____

建議活動的預算項目：

10. 開支項目^{(v) & (vi)}

(a) 導師薪金 導師^{(vii) & (v)}：(\$)~~270~~ (時薪) × (每節) 1.5 小時 × (每組) 30 節 × 12 組 = (\$)~~145800~~ 118,800

預算聘請導師學歷：大學畢業

其他：(\$)~~_____~~ (時薪) × (每節) _____ 小時 × (每組) _____ 節 × _____ 組 = (\$)~~_____~~

(請註明身份及聘請原因)：_____

(b) 活動物資 (\$)~~14580~~ 21,600

(c) 營費/入場費：(\$)~~_____~~ × _____ 人 (\$)~~_____~~

(d) 學生膳食 (只限全日活動)：(\$)~~_____~~ × _____ 人 (\$)~~_____~~

(e) 活動交通費 (只限戶外活動或營會活動) (\$)~~_____~~

(小巴數目：_____ / 大巴數目：_____ / 其他：_____)

(f) 義工津貼 (請註明：_____ 人，出席總次數：_____ 次) (\$)~~_____~~

(g) 其他 (請註明：_____) (\$)~~_____~~

11. 總開支(甲) (=) (\$)~~160380~~ 140,400

12. 收入項目

(a) 非合資格學生活動收費^(vii) (\$)~~_____~~ × _____ 人 (\$)~~_____~~

(b) 其他 (請註明：_____) (\$)~~_____~~

13. 總收入(乙) (=) (\$)~~0~~

14. 申請津貼額 (甲 - 乙) (=) (\$)~~160380~~ 140,400

註

(iv) 機構若於非協作學校內開辦非正規課程(如功課輔導、學習技巧訓練及語文訓練)，或在協作學校開辦的非正規課程包括其他學校的學生，則上課地點必須符合《教育條例》的規定，請夾附有關文件(如學校註冊證明書(副本)或已填妥的豁免學校註冊申請書)於申請時一併遞交

(v) 有關行政費的開支，請填寫在 J 部(2)

(vi) 若實際參與學生數目低於批准人數，機構須按比例減少組別數目及所有項目的開支

(vii) 非合資格學生：自費參加活動的學生。參加學生必須繳付全費

(viii) 有關本計劃聘請導師的資歷要求載於本計劃網頁的「區本計劃指引」

(x) 組別數目等同於聘請導師人數

(* 請刪去不適用部份)

由協作學校確認：

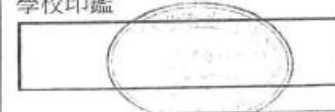
姓名：何兆康

簽署：_____

日期：9 MAR 2023

職位：*校長 / 負責老師

學校印鑑



I 部：計劃的分項活動詳情〔本頁須根據 H 部順序排列〕

1. [活動性質 A2：學習技巧訓練] 活動名稱：好學課
2. 協作學校名稱(如適用)：香港四邑商工總會黃棣珊紀念中學 (每張活動分項表只應填寫一間協校/舉辦中心，如申請計劃包括多於一間協校/舉辦中心，請自行影印。)
3. <input checked="" type="checkbox"/> 活動只與一間協作學校合辦 <input type="checkbox"/> 服務整個地區，沒有與任何學校協辦
4. 請簡述活動目的及內容：包括各項學習技巧訓練，並輔以有趣及具挑戰性的活動，使學生掌握學習方法，建立有效的學習文化。
5. 估計受惠合資格學生人數(人頭)：130 名*(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)。 # 如服務整個地區(見第 3 點)或與特殊學校協作，請分別填寫預計包括： 名小學生(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童) 及/或 名中學生(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)。
6. 估計自費參加活動的非合資格學生(vii)人數(人頭)： 名(如適用)
7. 日期：由 1 / 8 / 2023 至 31 / 7 / 2024
8. 組別數目 ^(a) ：13-6 每組導師：學生比例為 1 : 10
9. 每組活動包括： (a) 課堂：4 節 每節：2 小時 上課地點 ^(iv) ：學校課室 (b) 半日活動： 次 (不少於四小時) 地點： 地區： (c) 全日活動： 日 (不少於七小時) 地點： 地區：

建議活動的預算項目：

10. 開支項目^{(v) & (vi)}

(a) 導師薪金 導師^{(viii)&(i)}：(\$)270 (時薪) × (每節)2 小時 × (每組)4 節 × 13 組 = (\$)28080 10,560
預算聘請導師學歷 大學畢業
其他：(\$) (時薪) × (每節) 小時 × (每組) 節 × 組 = (\$)
(請註明身份及聘請原因)：

(b) 活動物資 (\$)5000 4,320
(c) 營費/入場費：(\$) × 人 (\$)
(d) 學生膳食 (只限全日活動)：(\$) × 人 (\$)
(e) 活動交通費 (只限戶外活動或營會活動) (\$)
(小巴數目： / 大巴數目： / 其他：) (\$)
(f) 義工津貼 (請註明： 人，出席總次數： 次) (\$)
(g) 其他 (請註明：) (\$)
(=) (\$)33080 14,880

11. 總開支(甲)

12. 收入項目

(a) 非合資格學生活動收費^(vii) (\$) × 人 (\$)
(b) 其他 (請註明：) (\$)
(=) (\$)0

13. 總收入(乙)

14. 申請津貼額 (甲 - 乙)

註

- (iv) 機構若於非協作學校內開辦非正規課程(如功課輔導、學習技巧訓練及語文訓練)，或在協作學校開辦的非正規課程包括其他學校的學生，則上課地點必須符合《教育條例》的規定，請夾附有關文件(如學校註冊證明書(副本)或已填妥的豁免學校註冊申請書)於申請時一併遞交
- (v) 有關行政費的開支，請填寫在 J 部(2)
- (vi) 若實際參與學生數目低於批准人數，機構須按比例減少組別數目及所有項目的開支
- (vii) 非合資格學生：自費參加活動的學生。參加學生必須繳付全費
- (viii) 有關本計劃聘請導師的資格要求載於本計劃網頁的「區本計劃指引」
- (x) 組別數目等同於聘請導師人數

(* 請刪去不適用部份)

由協作學校確認：

姓名：何兆康

簽署：

日期：-9 MAR 2023

職位：*校長 / 負責老師

學校印鑑



I 部：計劃的分項活動詳情〔本頁須根據 H 部順序排列〕

可填寫優先次序 4

1. 活動性質 B1：文化藝術 活動名稱：課後彩虹
2. 協作學校名稱(如適用)：香港四邑商工總會黃棣珊紀念中學 (每張活動分項表只應填寫一間協校/舉辦中心，如申請計劃包括多於一間協校/舉辦中心，請自行影印。)
3. <input checked="" type="checkbox"/> 活動只與一間協作學校合辦 <input type="checkbox"/> 服務整個地區，沒有與任何學校協辦
4. 請簡述活動目的及內容：學生提供多樣化興趣課程，擴闊學生眼界及發展多元化潛能。
活動種類(只填寫一個種類，如音樂、手工藝。如每組節數不同，請詳細列明)：繪畫(2組)、戲劇班(2組)、陶藝(1組)、棋藝班(1組)
5. 估計受惠合資格學生人數(人頭)：60 名 [#] (當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)。 [#] 如服務整個地區(見第3點)或與特殊學校協作，請分別填寫預計包括： 名小學生(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童) 及/或 名中學生(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)。
6. 估計自費參加活動的非合資格學生人數 ^(vii) (人頭)： 名(如適用)
7. 日期：由 1 / 8 / 2023 至 31 / 7 / 2024
8. 組別數目 ^(x) ：6， 每組導師：學生比例為 1 : 10
9. 每組活動包括： (a) 課堂：30 節 每節：1 小時 地點：學校課室 (b) 半日活動： 次 (不少於四小時) 地點： 地區： (c) 全日活動： 日 (不少於七小時) 地點： 地區：

建議活動的預算項目：

10. 開支項目^{(v) & (vi)}

- (a) 導師薪金 導師^(viii) & (v)：(\$ 300 (時薪) × (每節) 1 小時 × (每組) 30 節 × 6 組 = (\$ 54000 45,000)
其他：(\$ (時薪) × (每節) 小時 × (每組) 節 × 組 = (\$)
(請註明身份及聘請原因)：)
- (b) 活動物資 (\$ 8000)
- (c) 營費/入場費：(\$) × 人 (\$)
- (d) 學生膳食 (只限全日活動)：(\$) × 人 (\$)
- (e) 活動交通費 (只限戶外活動或營會活動) (\$)
(小巴數目： / 大巴數目： / 其他：)
- (f) 義工津貼 (請註明： 人，出席總次數： 次) (\$)
- (g) 其他 (請註明：) (\$)

11. 總開支(甲)

(=) (\$ 62000 53,000)

12. 收入項目

- (a) 非合資格學生活動收費^(viii) (\$) × 人 (\$)
- (b) 其他 (請註明：) (\$)

13. 總收入(乙)

(=) (\$ 0)

14. 申請津貼額 (甲 - 乙)

(=) (\$ 62000 53,000)

註

- (v) 有關行政費的開支，請填寫在 J 部(2)
- (vi) 若實際參與學生數目低於批核人數，機構須按比例減少組別數目及所有項目的開支
- (vii) 非合資格學生 — 自費參加活動的學生，參加學生必須繳付全費
- (viii) 有關本計劃聘請導師的資歷要求載於本計劃網頁的「區本計劃指引」
- (x) 組別數目等同於聘請導師人數

(* 請刪去不適用部份)

由協作學校確認：

姓名：何兆康

簽署： 

日期：9 MAR 2023

職位：*校長 / 負責老師

學校印鑑



可填寫優先次序 5

建議活動的預算項目：

(a) 導師薪金 導師(senior) \$/hr: (\$) $\frac{1200}{\text{(時薪)}} \times \text{(每節)} \underline{\hspace{1cm}} \text{小時} \times \text{(每組)} \underline{1} \text{節} \times \underline{3} \text{組} = (\$)\underline{3600} 3,000
其他: ($) $\underline{\hspace{1cm}} \text{(時薪)} \times \text{(每節)} \underline{\hspace{1cm}} \text{小時} \times \text{(每組)} \underline{\hspace{1cm}} \text{節} \times \underline{\hspace{1cm}} \text{組} = (\$)\underline{\hspace{2cm}}$$

(請註明身份及聘請原因): _____

- (b) 活動物資 (\$)2000
- (c) 營費/入場費: (\$)600 × 65 人 (\$)39000 15,900
- (d) 學生膳食 (只限全日活動): (\$)120 × 60 人 (\$)7200 3,900
- (e) 活動交通費 (只限戶外活動或營會活動)
- (大巴數目: 1 / 大巴數目: 1 / 其他: _____) (\$)5000 4,590
- (f) 義工津貼 (請註明: _____人, 出席總次數: _____次) (\$) _____
- (g) 其他 (請註明: _____) (\$) _____

$$(\text{=}) \quad (\$) \quad \overline{56,800} \quad | \quad 29,390$$

(a) 非合資格學生活動收費^(vii) (\$) _____ × _____ 人 (\$)


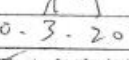
(b) 其他 (請註明: _____) (\$)

(=) (\$) 0

(=)	(\$)	56800	29,390
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- (v) 有關行政費的開支，請填寫在J部(2)
- (vi) 若實際參與學生數目低於批核人數，機構須按比例減少組別數目及所有項目的開支
- (vii) 非合資格學生 — 自費參加活動的學生。參加學生必須繳付全費
- (viii) 有關本計劃聘請導師的資歷要求載於本計劃網頁的「區本計劃指引」
- (x) 組別數目等同於聘請導師人數

(* 請刪去不適用部份)

由協作學校確認:
姓名: 何兆康
簽署: 
日期: 20.3.2023
職位: *校長 / 負責老師
學校印鑑: 

I 部：計劃的分項活動詳情〔本頁須根據 H 部順序排列〕

1.	活動性質 C2：自信心訓練 活動名稱：大冒險家 1		
2.	協作學校名稱(如適用)：香港四邑商工總會黃棣珊紀念中學 (每張活動分項表只應填寫一間協校/舉辦中心，如申請計劃包括多於一間協校/舉辦中心，請自行影印。)		
3.	<input checked="" type="checkbox"/> 活動只與一間協作學校合辦 <input type="checkbox"/> 服務整個地區，沒有與任何學校協辦		
4.	請簡述活動目的及內容：大冒險家是培養學生自信心、自律性、溝通及解難能力、團隊精神等重要成長因素。透過揉合歷奇、野外訓練、體驗式學習等活動，讓學生親身面對具挑戰性的處境，以啟發個人潛能及領導力。		
5.	估計受惠合資格學生人數(人頭)：60 名 [#] (當中包括 _____ 名非華語學生、_____ 名特殊教育需要學生及 _____ 名新來港學童)。 [#] 如服務整個地區(見第 3 點)或與特殊學校協作，請分別填寫預計包括： _____ 名小學生(當中包括 _____ 名非華語學生、_____ 名特殊教育需要學生及 _____ 名新來港學童) 及 / 或 _____ 名中學生(當中包括 _____ 名非華語學生、_____ 名特殊教育需要學生及 _____ 名新來港學童)。		
6.	估計自費參加活動的非合資格學生人數 ^(vii) (人頭)：_____ 名(如適用)		
7.	日期：由 1 / 8 / 2023 至 31 / 7 / 2024		課堂 1 : 10 外出 1 : 20
8.	組別數目 ^(x) ：6-，每組導師：學生比例為 1 : 10		
9.	每組活動包括：(a) 課堂：4 節 每節：1.5 小時 地點：學校 (b) 半日活動：_____ 次 (不少於四小時) 地點：_____ 地區：_____ (c) 全日活動：2 日 1 夜 日 (不少於七小時) 地點：_____ 地區：西貢		

建議活動的預算項目：

10. 開支項目^{(v) & (vi)}

(a) 導師薪金	導師 ^{(viii) & (x)} ：(\$) <u>1200</u> (時薪) × (每節) _____ 小時 × (每組) <u>2</u> 節 × <u>3</u> 組 = (\$) <u>7200</u>	<u>6,000</u>
社工	(\$) <u>500</u> (時薪) × (每節) <u>1.5</u> 小時 × (每組) <u>4</u> 節 × <u>6</u> 組 =	(\$) <u>18000</u>
其他	(\$) <u>_____</u> (時薪) × (每節) _____ 小時 × (每組) _____ 節 × _____ 組 =	(\$) <u>_____</u>
(請註明身份及聘請原因)：_____		
(b) 活動物資		(\$) <u>6000</u>
(c) 營費/入場費	(\$) <u>600</u> × <u>65</u> 人	<u>2,160</u>
(d) 學生膳食 (只限全日活動)	(\$) <u>70</u> × <u>60</u> 人	<u>34,080</u>
(e) 活動交通費 (只限戶外活動或營會活動)		(\$) <u>4200</u>
(f) 義工津貼 (請註明：_____ 人，出席總次數：_____ 次)		(\$) <u>4000</u>
(g) 其他 (請註明：_____)		<u>3,780</u>
(=)		(\$) <u>78400</u>

11. 總開支(甲)

12. 收入項目

- (a) 非合資格學生活動收費^(vii) (\$)_____ × _____ 人
- (b) 其他 (請註明：_____)

(=)	(\$) <u>0</u>
(=)	(\$) <u>78400</u>

13. 總收入(乙)

14. 申請津貼額 (甲 - 乙)

註

- (v) 有關行政費的開支，請填寫在 J 部(2)
- (vi) 若實際參與學生數目低於批核人數，機構須按比例減少組別數目及所有項目的開支
- (vii) 非合資格學生 — 自費參加活動的學生。參加學生必須繳付全費
- (viii) 有關本計劃聘請導師的資歷要求載於本計劃網頁的「區本計劃指引」
- (x) 組別數目等同於聘請導師人數

(* 請刪去不適用部份)

由協作學校確認：

姓名：何兆康

簽署：_____

日期：- 9 MAR 2023

職位：*校長 / 負責老師

學校印鑑

I 部：計劃的分項活動詳情〔本頁須根據 H 部順序排列〕

可填寫優先次序 7

1.	活動性質 C2：自信心訓練 活動名稱：大冒險家2		
2.	協作學校名稱(如適用)：香港四邑商工總會黃棣珊紀念中學 (每張活動分項表只應填寫一間協校/舉辦中心，如申請計劃包括多於一間協校/舉辦中心，請自行影印。)		
3.	<input checked="" type="checkbox"/> 活動只與一間協作學校合辦 <input type="checkbox"/> 服務整個地區，沒有與任何學校協辦		
4.	請簡述活動目的及內容：大冒險家是培養學生自信心、自律性、溝通及解難能力、團隊精神等重要成長因素。透過揉合歷奇、野外訓練、體驗式學習等活動，讓學生親身面對具挑戰性的處境，以啟發個人潛能及領導力。		
5.	估計受惠合資格學生人數(人頭)：60 名 [#] (當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)。 [#] 如服務整個地區(見第3點)或與特殊學校協作，請分別填寫預計包括： 名小學生(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童) 及/或 名中學生(當中包括 名非華語學生、 名特殊教育需要學生及 名新來港學童)。		
6.	估計自費參加活動的非合資格學生人數 ^(vii) (人頭)： 名(如適用)		
7.	日期：由 1 / 8 / 2023 至 31 / 7 / 2024 課堂1：10 外出1：20		
8.	組別數目 ^(x) ：6， 每組導師：學生比例為 1：10		
9.	每組活動包括：	(a) 課堂：4 節 每節：1.5 小時 地點：學校	(b) 半日活動： 次 (不少於四小時) 地點： 地區：
	課堂6組 外出3組		(c) 全日活動：2日1夜 日 (不少於七小時) 地點：西貢 地區：西貢

建議活動的預算項目：

10. 開支項目^{(v) & (vi)}

- (a) 導師薪金 導師^{(vii), & (x)}：(\$1200 (時薪) × (每節) 1 小時 × (每組) 2 節 × 3 組 = (\$7200 6,000)
 社工：(\$500 (時薪) × (每節) 1.5 小時 × (每組) 4 節 × 6 組 = (\$18000 14,400)
 其他：(\$ (時薪) × (每節) 1 小時 × (每組) 節 × 組 = (\$)
 (請註明身份及聘請原因)：_____
- (b) 活動物資 (\$6000 2,160)
 (c) 營費/入場費：(\$600 × 65 人 (\$39000 34,080)
 (d) 學生膳食 (只限全日活動)：(\$70 × 60 人 (\$4200)
 (e) 活動交通費 (只限戶外活動或營會活動) (\$4000 3,780)
 (小巴數目：1 / 大巴數目：1 / 其他：_____
 (f) 義工津貼 (請註明： 人，出席總次數： 次) (\$)
 (g) 其他 (請註明：) (\$)

11. 總開支(甲)

(=) (\$78400 64,620)

12. 收入項目

- (a) 非合資格學生活動收費^(vii) (\$) × 人 (\$)
 (b) 其他 (請註明：) (\$)

13. 總收入(乙)

(=) (\$0)

14. 申請津貼額 (甲 - 乙)

(=) (\$78400 64,620)

註

- (v) 有關行政費的開支，請填寫在 J 部(2)
 (vi) 若實際參與學生數目低於批核人數，機構須按比例減少組別數目及所有項目的開支
 (vii) 非合資格學生 — 自費參加活動的學生，參加學生必須繳付全費
 (viii) 有關本計劃聘請導師的資歷要求載於本計劃網頁的「區本計劃指引」
 (x) 組別數目等同於聘請導師人數

(* 請刪去不適用部份)

由協作學校確認：	
姓名：何兆康	
簽署：_____	
日期：- 9 MAR 2023	
職位：*校長 / 負責老師	
學校印鑑	

Plan on Use of Diversity Learning Grant

**Program Proposal for DLG- Other Programmes:
Gifted Education for the 2023/24 school year**

Domain (Section/ KLA/ Subject)	Program	Objectives	Target Group (Level)	Group Size	Date/ Duration	Deliverables	Teachers-in-charge	Budget
Chinese Literature	Gifted Education on Poem Appreciation and Writing	To enhance the students' abilities of appreciating and writing poems	F5	21 students	The second term	Poems and the enhancement in ability of appreciating and writing poems	Ms. Yeung Ka Yee	\$16,250
ICT subject	Gifted Education on Programming	The course emphasizes problem-solving techniques and programming skills	F4-6	60 students	whole year	Codes	Mr. Leung Po Hang	\$2700
English	Public speaking workshop	~ To enrich and extend students' language learning experiences through public speaking ~ To develop students' confidence in speaking	F4	16 students	whole year	~Participants' speaking performance ~ Attendance Records	Mr. Wong Kai Hong	\$23,200
Math Gifted Education	Math Gifted Education Program	To enhance students' problem solving skills	F4	10- 15 students	summer holiday (July- August 2024)	~Attendance records, ~Quizzes ~ Certificates	Mr. Tam Yik Kwan	\$22500

Total Budget: \$64650

Plan on Use of Grant for the Sister School Scheme

香港四邑商工總會黃棣珊紀念中學

「與內地姊妹學校交流計劃書」

2023 – 2024 學年

本校擬於本學年舉辦下列姊妹學校交流活動：

項目	交流計劃	預期目標	推行時間	評估指標	預算開支	負責人
探訪廉江中學	<ul style="list-style-type: none">● 透過觀課及與當地師生交流，了解當地生活及學生的學習方式● 與該校的同工商討未來合作計劃● 與當地學生進行活動交流，如音樂活動、舞蹈等● 遊覽名勝，了解當地歷史文化● 參觀當地設施，了解當前國家發展	<ul style="list-style-type: none">● 認識廉江歷史和經濟發展● 促進兩地教育工作者的專業交流，取長補短● 推動兩校未來的前線老師及學生交流活動	(2023 年 3 月 28-3 月 31 日)	<ul style="list-style-type: none">● 成功完成有關探訪活動● 成功就兩校未來的交流計劃達成初步協議	<ul style="list-style-type: none">● 交通、食宿及入場費用，每人約 \$6000	郭垂遠 副校長
	●	●		●	●	

校監簽署：



校監姓名：何深權

日期：1/7/2023

Plan on Use of Capacity Enhancement Grant

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	Teacher Responsible
Releasing teachers of their non-teaching duties	To perform non-teaching duties	To employ two teacher assistants	More capacity for teachers to attend to the needs of students and concentrate on teaching and learning	From September 2023 to August 2024	Salary of two teacher-assistants for 12 months including 5% MPF: -\$579,348	Non-teaching duties relieved from teachers and teachers can have better care for students	- Gathering views from teachers on the help of the teacher-assistant - Performance appraisal on the teacher-assistant	Tang Ming Sum
Easing teachers' workload	To perform teaching duties after school	To employ 1 English tutor	More capacity for teachers to attend to the needs of students and concentrate on teaching and learning	From September 2023 to June 2024	Salary of 1 English tutor -\$32000	Duties relieved from teachers and teachers can have better care for students	- Gathering views from teachers on the help of the English tutor - Evaluate the performance on the tutor	Tang Ming Sum

A. Estimated Expenditure of September 2023 to August 2024

Salary of two teacher-assistants	\$579,348.00
Salary of one English tutor	\$32000
Estimated Total Expenditure	\$611, 348.00

B. Budget for CEG 2023/2024

Balance b/f from 22/23	0.00
CEG Grant	\$666,935.00
Estimated Expenditure	\$611,348.00
Balance	\$55,587.00

Plan on Use of Life-wide Learning Grant

HKSYCIA WONG TAI SHAN MEMORIAL COLLEGE
Plan on the Use of the Life-wide Learning Grant
2023-2024 School Year

Schools are required to upload this Plan or the Annual School Plan which consist of this Plan endorsed by their SMCs / IMCs onto the homepage of the schools for the sake of enhancing transparency and in accordance with the established practice.
Declaration: We understand clearly the principles on the use of the Life-wide Learning Grant and, after consulting teachers on the allocation of the resources, plan to deploy the Grant for promoting the following items:

Category 1: To organise / participate in life-wide learning activities

Schools are required to complete this part							Completion of this part is not mandatory								
1.1	Local Activities: To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness, or to organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential and nurturing in students positive values and attitudes														
e.g.	Career Experience Activity	Nov 2022	S1-S3	200	\$20,000.00	\$100.00									
1	English Debate Training	Oct 2023	S1-S3	15	\$40,000.00	\$2,666.67	To improve students' English speaking and raise their interest and confidence in English.	English Language	Feedback from teachers and students; competition performance	✓	✓				WSS
2	English Musical	Sep 2023	S1-S4	80	\$230,000.00	\$2,875.00	To promote English speaking atmosphere among students and raise their interest and confidence in English through regular drama activities and musical training	English Language	Feedback from teachers and students; drama festival performance	✓	✓	✓			SLF, LYS, LCLC
3	English Musical Appreciation	Sep 2023, Apr 2024, Jun 2024, Aug 2024	S1-S4	60	\$4,000.00	\$266.67	To raise students' interest in English musicals and develop their skills in acting, singing and dancing by appreciating professional musical performances	English Language	Feedback from teachers and students	✓	✓	✓			SLF, LYS, LCLC
4	HK Schools Speech Festival (English)	Sep-2023, Nov-2023	S1-S6	300	\$55,000.00	\$183.33	To develop students' interest and confidence in speaking English.	English Language	Feedback from the comments of the adjudicators	✓	✓				KYM
5	Inter-school English competitions (other than Speech Festival)	Whole year	S1-S3	80	\$15,000.00	\$187.50	To enrich and extend students' language learning experiences	English Language	Feedback from teachers and students; competition performance	✓	✓				WKH
6	Inter-school sports competition	Whole year	S1-6	220	\$40,000.00	\$181.82	To increase students' participation in physical activities	Physical Education	Feedback from teachers and students			✓			TWS, LWKF
7	Sports Training	Whole year	S1-6	220	\$480,000.00	\$2,181.82	Training includes athletics, cross country run, basketball, table tennis, badminton, dodge disc and soccer. They can help to increase students' participation in physical activities, build their self-esteem, enhance their sense of achievement, and cultivate bonds among students.	Physical Education	Feedback from teachers and students			✓			TWS, LWKF
8	Swimming lessons	April to May	S1	123	\$20,000.00	\$162.60	To provide swimming training for students	Physical Education	Feedback from teachers and students			✓			TWS, LWKF
9	Geography Field Study Courses & Environmental Education Programme	Whole year	S1-6	150	\$15,000	\$100.00	To enrich students' experience in field study and cultivate their environmental awareness	Geography	Feedback from teachers and students	✓	✓				NWC
10	Sustainable School Outreach Programme	Whole year	S1-6	150	\$10,000	\$66.67	To enhance students' knowledge in various life-based Geographical issues	Geography	Feedback from teachers and students	✓	✓				NWC
11	Geography Olympiad	December	S4-6	20	\$3,000	\$150.00	To enhance students' exposure in territory-wide Geography competitions and broaden their horizons	Geography	Feedback from teachers and students; competition performance	✓					NWC
12	The Hong Kong Red Cross Training Course	Whole year	S1-6	30	\$18,000.00	\$600.00	To enhance students' exposure in the service of the Hong Kong Red Cross	Leadership Training	Feedback from teachers and students				✓	✓	CKY, NWC, YCK

13	Museum Visits	June to July	S1-5	40	\$4,000.00	\$100.00	To enhance students' exposure in Chinese History and broaden their horizons	Chinese History	Feedback from teachers and students	✓	✓				CKY
14	Chinese University Culture Trail Visit	October to December	S4-6	50	\$5,000.00	\$100.00	To enhance students' exposure about	Cross-Disciplinary (Others)	Feedback from teachers and students		✓	✓		✓	CKY
15	Art and Design Museum visit	Whole Year	S4-6	41	18,000.00	\$439.02	To broaden students' horizons in the Art and Design industry	Arts (Visual Arts)	Feedback from teachers and students		✓	✓		✓	YWYZ, LKW
16	Art and Design Workshops	Whole Year	S4-6	41	18,000.00	\$439.02	To enhance students' art skills and ability	Arts (Visual Arts)	Feedback from teachers and students		✓	✓		✓	YWYZ, LKW
17	Joint-School Cross-Subject Experiential Learning- Hong Kong Economic Development, Personal Finance and National Security Education	Whole Year	S3-S5	10-20	35,000.00	\$1,750.00	To broaden students' horizons and enrich their understanding of National Security Education	National Security	Feedback from teachers and students	✓	✓			✓	LLY, HKC, LYC, LKHA
18	Business & Econ activities, e.g. firm visits	Whole Year	S3-S5	156	\$16,000.00	\$102.56	To broaden students' horizons and enrich their understanding of the subject content of BAFS and Economics	BAFS and Economics	Feedback from teachers and students	✓	✓			✓	LYC, LKHA, TLH
19	Arts Night	July	S1-5	650	\$7,000.00	\$10.77	To prepare a platform for year end performance	Arts (Others)	Feedback from teachers and students		✓	✓			TWS
20	Leadership Training	March	S3	30	\$15,000.00	\$500.00	To provide leadership training for potential leaders	Leadership Training	Feedback from teachers and students		✓				TWS LKWF
21	Math Gifted Education Program	August, 2023	S3	10	\$15,000.00	\$1,500.00	To provide an enrichment course for talented students in Math	Mathematics	Feedback from teachers and students	✓					TYK
22	CP Leadership Training Programmes	Whole year	S3-S5	45	\$2,500.00	\$56.00	To conduct school-based activities (e.g. CP day camp, workshops, training days), which enable students to revisit the values of life, identify their good qualities, form personal characters, think more positively, strengthen support and connection among peers, and thus create a school culture that features mutual support and care.	Leadership Training, Values Education	Feedback from teachers and students		✓				LCL, TLH, KKY, PHS, LKW
23	Developmental Programmes (e.g. Life Education, Growth Groups, Class Visit, etc)	Whole year	S1-S6	716	\$15,000.00	\$21.00	To conduct school-based lessons, programmes, and small groups which motivate students to uphold positive values and attitudes when facing stress, handling problems or making decisions.	Values Education	Feedback from teachers and students	✓	✓				ACMC, MHMK, TLH, KKY, LLY, LKW, Sherman, SSWs
24	Student Award Scheme	Whole year	S1-S2	170	\$12,000.00	\$71.00	To encourage students to cultivate and develop positive moral values and learning habits, in the hope to help them set goals and enrich their school life.	Values Education	Feedback from teachers and students	✓	✓				ACMC, LKW, KKY, FKY, Sherman, MHMK(S2 only)
25	Life OnLight Programme	Whole year	S1-S4	50	\$2,500.00	\$50.00	To cater for the needs of individual growth and peer relationship building, focusing on the development of intensive communication and cooperation skills, problem-solving techniques, peer rapport building, and goal setting at different phases of growth.	Values Education	Feedback from teachers and students	✓	✓				ACMC, TLH, LCL, PHS, Sherman
26	Sex Education	Whole year	S1-S6	716	\$6,000.00	\$8.00	To conduct school-based talks which motivate students to uphold positive values towards sex education and handling problems or making related decisions.	Values Education	Feedback from teachers and students	✓	✓				ACMC, LCL, SSWs

27	F.3 Personality Dimensions	17/1/2024 and 26/1/2024	S3	132	\$13,200.00	\$100.00	(1) To understand the personality, core needs and values of an individual (2) To understand the characteristics of other people's personalities and their similarities and differences to facilitate effective communication with them (3) To think about their personalities and plan their future development	Character Strengths and Career-related experience	Feedback from teachers and students	✓	✓		✓	ACMC, YWYZ
28	F.6 Cheering Programme	28/2/2024	S6	107	\$9,000.00	\$84.00	To enrich students' sense of belonging in secondary school life	Values Education	Feedback from teachers and students		✓			LCL, TLH, ACMC, PHS, YWYZ
29	Assemblies (Entry fees, Coaches, Professors)	Whole year	S1-S6	716	\$45,000.00	\$63.00	To conduct school-based talks, workshops and activities which motivate students to uphold their self confidence, positive values and attitudes when facing stress, handling problems or making decisions.	Values Education	Feedback from teachers and students		✓			ACMC, LCL
30	F.1 Growth Day Camp	7/9/2023	S1	132	\$6,000.00	\$45.45	To establish a good teacher-student relationship and help our F.1 students build teamwork and adapt to their new school life as soon as possible	Citizenship and Social Development	Feedback from teachers and students		✓			KSY, CSW
31	F.4 Growth Day Camp	6/9/2023	S4	120	\$6,000.00	\$50.00	To establish a good teacher-student relationship and enhance our F.4 students' team spirit.	Citizenship and Social Development	Feedback from teachers and students		✓			ACMC, TLH, LLY
32	English Board Game Workshop	9/11/2023, 16/11/2023, 23/11/2023, 30/11/2023	S1-4	25	\$1,700.00	\$68.00	To encourage students to read and speak English. To build their self-esteem and cultivate bonds among students.	English Language	Feedback from teachers and students	✓	✓			YWL
33	Contract Bridge Workshop	11/4/2024, 18/4/2024, 25/4/2024, 2/5/2024	S1-4	25	\$1,000.00	\$40.00	To increase students' participation in mind training activities, build their self-esteem, and cultivate bonds among students.	Values Education	Feedback from teachers and students		✓			YWL
34	Chinese dance training and competitions	Whole year	S1-5	15	\$50,000.00	\$3,333.33	To teach students Chinese dance skills and foster their interest in Chinese dance, and to raise students' self confidence via external competitions	Arts (Others)	Feedback from teachers and students; competition performance			✓		LHN
35	Contemporary jazz training and competitions	Whole year	S1-5	15	\$48,000.00	\$3,200.00	To teach students Contemporary jazz dance skills and foster their interest in Contemporary jazz dance, and to raise students' self confidence via external competitions	Arts (Others)	Feedback from teachers and students; competition performance			✓		LHN
36	Biology field trip	July 2024	S5	38	\$3,800.00	\$100.00	To provide students with practical, hands-on learning experiences outside of the classroom, allowing them to directly observe and interact with the natural world	Science	Feedback from teachers and students	✓				LHN
37	Language courses (Japanese & Korean)	Nov 2023-May 2024	S1-S5	20	\$30,000.00	\$1,500.00	To develop students' interest in learning Japanese and Korean	Japanese and Korean	Notes and feedback from teachers	✓				KYM
38	Stage Management Course	Nov 2023- May 2024	S2-S5	30	\$10,000.00	\$333.33	To enhance students' skills of stage management in operating school events, such as dancing or shows.	Arts (Others)	Notes and feedback from teachers			✓		LWKF
39	Music Appreciation (classical music concert)- HK Phil. Art Festival, etc	Whole year	S1-5	390	\$15,000.00	\$38.46	To broaden students' horizons, enhance their learning motivation and interest, and advocate whole-person development.	Music, Arts Education KLA	Students' participation and feedback	✓	✓	✓		HKC

40	75th Hong Kong Music Festival & Hong Kong Joint School Music Competition 2023	2nd term	S1-5	110	\$12,000.00	\$109.09	To broaden students' horizons, enhance their learning motivation and interest, and advocate whole-person development.	Music, Arts Education KLA	Students' participation and feedback	✓	✓	✓			HKC
41	Music Talent Exploration & training	Whole year	S1-5	110	\$170,000.00	\$1,545.45	To explore the music talents of students through choral training, musical instrument playing, marching training and broaden students' horizons, enhance their learning motivation and interest, and advocate whole-person development.	Music, Arts Education KLA	Students' participation and feedback	✓	✓	✓			HKC
42	L & S Fieldtrip, experiential learning activities	2nd term	S1-3	380	\$10,000.00	\$26.32	To broaden students' horizons, enhance their learning motivation and interest, and advocate whole-person development.	L&S, PSHE	Feedback from teachers and students	✓	✓				HKC
43	Elite Learning Program for Hong Kong Secondary Schools (BAFS Curriculum)	Whole year	S4-5	10	\$15,000.00	\$1,500.00	To help students to understand the practical applications of business concepts in real life. They will also learn the importance of business ethics, environmental, social and corporate governance (ESG), and sustainability in business operations when participating in future business activities.	BAFS	Feedback from teachers and students	✓	✓			✓	LYC
44	Elite Learning Program for Data Science & STEM Curriculum in Hong Kong Secondary Schools (Data Science in Finance)	Whole year	S4-5	10	\$15,000.00	\$1,500.00	To help discover students' potential, cultivate their abilities and attitudes regarding lifelong learning, and actively help them explore knowledge related to artificial intelligence and big data education. It will also strengthen students' mastery of various thinking skills, creativity, and positive learning attitudes that promote self-directed learning.	BAFS and STEM	Feedback from teachers and students	✓	✓			✓	LYC
45	Science visit	Whole year	S1-2	240	\$8,000.00	\$33.33	Learning about the biodiversity in HK/ The water resources in HK	Science	Post-activity reflection and sharing	✓	✓				YWL, ACMC
46	Chemistry workshops and talks	Whole year	S4-S5	60	\$2,500.00	\$41.67	To enrich students' Chemistry knowledge through hands-on experience	Science	Classroom sharing	✓					CWK, NSH
47	Forensic science workshops	Whole year	S1-2	30	\$12,000.00	\$400.00	To learn about the application of science in forensic investigation	Science	Completion of the activity booklet and post-activity reflection	✓				✓	CWK,NSH,CHY
48	Gifted education programme for junior secondary school students	Whole year	S1-3	10	\$10,000.00	\$1,000.00	The programme aims to provide elite students the chance to have high-level stimulating instructional activities, interact with challenging peers, access to diverse topics, and opportunities for exploratory investigations	Gifted Education	Course certificate, feedback from teachers and students	✓	✓			✓	CWK
49	Form 3 University Visit	Whole year	S3	129	\$7,380.00		To help students to make informed and responsible choices on their learning, career goals and other aspects of life.	Career-related experience	Teachers' observation and post-activity survey results					✓	YKY, KKY
50	Form 3 Institution Visit	Whole year	S3	113	\$8,400.00		To help students to make informed and responsible choices on their learning, career goals and other aspects of life.	Career-related experience	Teachers' observation and post-activity survey results					✓	LKH, KKY
51	Form 2 Careers Visit	2nd term	S3	118	\$4,800.00		To help students to make informed and responsible choices on their learning, career goals and other aspects of life.	Career-related experience	Teachers' observation and post-activity survey results					✓	KKY, CKC

52	JUPAS Talk	26 Sep 2023	S4-S6	338	\$3,000.00		To align with the developmental needs of students at different stages of growth, providing a variety of life planning education and guidance activities to suit students' needs at different stages.	Career-related experience	Teachers' observation and post-activity survey results						✓	YPK, LHK, SCS
53	Mentorship	Whole year	S4-S5		\$4,000.00		To provide life planning education and counseling activities to students, according to their abilities, goals and education levels.	Career-related experience	Teachers' observation and post-activity survey results		✓				✓	YPK, LPC, CKC, KWT, TY
54	Form 4 Career Exploration	Whole year	S4	118	\$4,800.00		To assist students in managing and adapting to the transition from studying in school to work, and in the long run prepare them for life-long learning and leading a rich life.	Career-related experience	Teachers' observation and post-activity survey results						✓	LPC
55	Scout Training (e.g., training course enrollment fees)	Whole year	S1-S3	10	\$1,000.00	\$100.00	To launch a scout training programme	Values Education	Feedback from teachers and students		✓			✓		LKHA, PHS
56	STEM workshops and competitions	Sept 2022- Aug 2023	S1-3	60	\$5,000.00	\$83.33	Learning about the new technology (e.g. Artificial intelligence, big data, IoT, apps writing and air drone) through different workshops	Cross-Disciplinary (STEM)	STEM products and display in school	✓						CWK, CHY
57	Photography art skill and appreciation	Whole Year	S1-S5	60	\$50,000.00	\$833	The activities aim to introduce the structure and operation of cameras as well as the principles of digital photos and shooting skills, thereby cultivating students' interest and creativity in photography	Arts (Others)	Shooting photos in each school event for updates on our school website.				✓			KSY
58	HK Schools Speech Festival (Chinese)	Sep-2023, Nov-2023	S1-S6	30	\$5,000.00	\$166	To cultivate students' interest in Chinese speech and enhance their skills	Chinese Language	Feedback from the comments of the adjudicators	✓						YKY,SCS
59	Simulation Programme	July 2024	S5	60	\$25,000.00	\$666.66	The programme aims to provide an opportunity for students to communicate in English while engaging in global challenges through simulation activities.	English Language	Feedback from teachers and students	✓	✓	✓				SLF, WKH
60	Light and Shadow club visit and film appreciation	Sept 2023-July 2024	S1-S5	20	\$2,500.00	\$125.00	To cultivate students' interest in films through film appreciation and visiting related firms	Arts and values education	Feedback from students	✓	✓	✓				LWTJ
61	Cook & Taste Club	Sept - May	S1-S5	20	\$1,250.00	\$62.50	To improve students' cooking & communication skills (cooperation with English teachers)	Cooking	Feedback from students						✓	YCK
62	F6 Life-wide learning trip in Ocean Park	Dec 2023	S6	107	\$12,000.00	\$112.15	To raise the awareness of natural conservation and improve class cohesion.	Cross-Disciplinary (Others)	Reflection worksheets of students		✓					NMW
				Sub-total of Item 1.1		53,290	\$1,645,330.00									
1.2 Non-Local Activities: To organise or participate in non-local exchange activities or non-local competitions to broaden students' horizons																
e.g.	Exchange Tour to the Greater Bay Area (TIC)	10-12 Apr 2023	S4-S5	88	\$100,000.00	\$1,136.36										
1	Zhuhai Macau Tour (LLY, NWC, CKY)	Late June/ Early July	S3	10-20	\$35,000.00	\$1,750.00	To broaden students' horizons and enrich their understanding of the world's heritage and promote a deeper understanding of our nation	History	Feedback and sharing from teachers and students	✓	✓					LLY, NWC, CKY
2																
3																
(Please insert rows above if the space provided is insufficient.)																

	Sub-total of Item 1.2	45,219	\$35,000.00	
	Total for Category 1	98,509	\$1,680,330.00	

Category 2: To procure equipment, consumables or learning resources for promoting life-wide learning (Compulsory)

No.	Item	Purpose	Estimated Expenses (\$)
e.g.	STEM Learning Kits (TIC)	STEM Interest Group Activity	\$50,000.00
1	Gym Room Facilities and Maintenance(Replace the old treadmill)	Sports Team Training	\$70,000.00
2	Fieldwork Equipment (NWC)	School-based Geography field study course	\$8,000
3	Equipment and tools for Art Workshops	Arts Workshop tool	\$12,000.00
4	Equipment for DNA fingerprinting and rat dissection workshop	Biology workshop for F.6 students	\$8,500.00
5	Hardware and software for science related STEM activities	STEM activities	\$20,000.00
6	STEM Learning Kits (LPH)	STEM activity	\$15,000.00
7			
(Please insert rows above if the space provided is insufficient.)			
Estimated Expenses for Category 2			\$125,500.00
Estimated Expenses for Categories 1 & 2			\$1,805,830.00

Category 3: Estimated Number of Student Beneficiaries (Compulsory)

Total number of students in the school:	712
Estimated number of student beneficiaries:	712
Percentage of students benefiting from the Grant (%):	100%
Name of Contact Person for LWL:	Ip Wai Shan
Post of Contact Person for LWL:	Head of ECA
Name of Principal:	Chiu Lai Nga
Signature of Principal:	

Plan on Use of Promotion of Reading Grant

HKSYC&IA Wong Tai Shan Memorial College Plan on the use of the Promotion of Reading Grant (2023-2024)

The major objectives for Promotion of Reading:

1. Organize different cross-subjects' activities and themed book exhibitions to cultivate students' reading interest.
2. Create a good reading atmosphere and to foster reading culture in school.

	Item	Estimated Expenses (\$)
1.	Purchase of Books	\$35,000
	Printed books <ul style="list-style-type: none"> ● By purchasing books for Class Library Corner. ● By purchasing a wide range reading materials to cultivate reading interest of students, including Value Education, STEAM, Chinese History etc. 	
2.	Web-based Reading Schemes	\$15,000
	Online resources / Digital reading platforms: <ul style="list-style-type: none"> ● Subscribe digital reading platforms to promote extensive reading atmosphere beyond classroom. 	
3.	Reading Activities	
	Hiring writers, professional storytellers, etc. to conduct seminars and gifts for reading activities. (Activities would be held during school assembly, lunch or after-school)	\$8,000
	Hire of service from external service to organize student activities related to promote reading	\$30,000
	Paying the application fees for activities and competitions related to the promotion of reading (Varies Reading Activities held by different organization)	\$2,500
	Subsidising students for their participation in and application for reading related activities or courses	\$3,000
4.	Others: Promote reading culture in school.	\$10,000
	<ul style="list-style-type: none"> ● Reading Award Scheme ● Various themed book exhibition and reading activities 	
	TOTAL	\$103,500

2022/23 Remaining Grant : \$ 51,683.53
 2023/24 Reading Grant : \$ 65,198.00
 Estimated Total Expenses : \$ 103,500.00

Plan on Use of Education Support Provided for Non-Chinese Speaking (NCS) Student(s)

致： 教育局常任秘書長

經辦： 教育局非華語學生支援及教育統籌委員會事務組（第2組）

（傳真號碼：2537 4591／郵寄地址：香港添馬添美道2號政府總部東翼7樓）

（學校請於2023年11月30日或之前提交填妥的學校計劃。如學校遲交有關文件，本局會按需要要求學校提交書面解釋。若情況嚴重，本局會向其法團校董會／校董會／學校管理委員會再作跟進。）

適用於錄取1至9名非華語學生¹的普通中學²

加強支援非華語學生的中文學與教 額外撥款 2023/24 學年學校計劃（普通中學適用）

學校名稱	：香港四邑商工總會黃棣珊紀念中學	
學校註冊編號	：170577	（6位數 SCRN）
學校電話號碼	：27788982	
學校傳真號碼	：27773690	
總統籌人員姓名	：何兆康副校長（中文科主任）	

按2023/24學年收生實況調查指定的參照日期（一般為9月中旬）³，本校全校共錄取6名非華語學生（不包括在校內修讀非本地課程的非華語學生），並已在網上校管系統（WebSAMS）內核實及更新非華語學生的資料。按教育局通告第8/2020號，本校在2023/24學年獲提供額外撥款⁴。本校知悉教育局會根據收生實況調查指定的參照日期收集所得的學生人數與結果（當中包括經學校核實的非華語學生資料），計算本校在2023/24學年應獲提供的額外撥款額。若本校所呈報的預計合資格的非華語學生人數與收生實況調查結果有差異而影響全年的額外撥款額，教育局會在2024年第一季按需要調整或安排收回已發放的資助。本校承諾會在2023/24學年內將額外撥款差額（如適用）全數歸還教育局。

¹ 規劃教育支援措施時，「家庭常用語言不是中文」的學生均歸納為非華語學生。

² 普通中學包括公營中學及提供本地課程的直接資助計劃（直資）中學。

³ 直資學校的額外撥款額一般會按學校每年9月底錄取的非華語學生人數而定。

⁴ 錄取1至5名和6至9名非華語學生的普通中學由2020/21學年起分別獲提供約15萬元和約30萬元的額外撥款。額外撥款額會以此為基數，分別根據綜合消費物價指數變動和公務員薪酬調整幅度按學年調整。經調整後的2023/24學年額外撥款額（如適用）會於2023年8月中旬在教育局專題網頁（網址：https://www.edb.gov.hk/ncs_chi）公布。

本校確保非華語學生與華語同儕享有同等學習中文的機會，並將充分及適時運用額外撥款作特定用途（即加強支援非華語學生的中文學與教及建構共融校園，包括加強與非華語學生家長的溝通和家校合作）。

本校 2023/24 學年的學校計劃已獲法團校董會／校董會／學校管理委員會通過。

（一）整體規劃

（1）安排專責統籌人員（教師／小組）

本校已安排以下專責人員統籌加強支援非華語學生的中文學與教及建構共融校園的事宜：

姓名及職位	教授中文科的經驗	教授非華語學生中文科的經驗
總統籌人員姓名： 何兆康 <input checked="" type="checkbox"/> 副校長 <input checked="" type="checkbox"/> 中文科主任 <input type="checkbox"/> 中文科任教師 <input type="checkbox"/> 其他（請說明）： 	<input type="checkbox"/> 不適用 <input type="checkbox"/> 1 年以下 <input type="checkbox"/> 1 年至少於 4 年 <input type="checkbox"/> 4 年至少於 7 年 <input checked="" type="checkbox"/> 7 年或以上	<input checked="" type="checkbox"/> 不適用 <input type="checkbox"/> 1 年以下 <input type="checkbox"/> 1 年至少於 4 年 <input type="checkbox"/> 4 年至少於 7 年 <input type="checkbox"/> 7 年或以上
副統籌人員（如有）姓名： <input type="checkbox"/> 副校長 <input type="checkbox"/> 中文科主任 <input checked="" type="checkbox"/> 中文科任教師 <input checked="" type="checkbox"/> 其他（請說明）： 中文科副主任	<input type="checkbox"/> 不適用 <input type="checkbox"/> 1 年以下 <input type="checkbox"/> 1 年至少於 4 年 <input type="checkbox"/> 4 年至少於 7 年 <input checked="" type="checkbox"/> 7 年或以上	<input checked="" type="checkbox"/> 不適用 <input type="checkbox"/> 1 年以下 <input type="checkbox"/> 1 年至少於 4 年 <input type="checkbox"/> 4 年至少於 7 年 <input type="checkbox"/> 7 年或以上

☐ 請在適當的方格內加上「√」號

(2) 確保教職員了解有關事宜及提升其文化敏感度

本校的專責統籌人員將於 2023/24 學年透過以下方式，確保教職員了解學校支援非華語學生的政策及措施，以及提升他們的文化敏感度（可選多於一項）：

- ☒ 向教職員闡釋有關政策及措施／匯報推行有關措施的進展
- ☐ 安排教師參與教育局與平等機會委員會協辦有關支援非華語學生暨建構共融校園的分享會
- ☐ 其他（請說明）：_____

(3) 安排教師專業培訓

為提升中文科教學人員教授中文作為第二語言的專業能力，本校將於 2023/24 學年：

- ☒ (a) 安排他們參加的相關培訓如下（可選多於一項）：
- ☐ (i) 教育局舉辦有關「中國語文課程第二語言學習架構」（「學習架構」）及／或《中國語文校內評估工具—非華語學生適用》（《評估工具》）的研討會、工作坊等
- ☐ (ii) 教育局專業人員／教育局委託專上院校提供的校本支援服務
- ☐ (iii) 教育局支持香港教育大學開辦為期五星期的「為非華語學生而設的中國語文教學專業進修課程證書」
- ☐ (iv) 校內中文科教學人員同儕觀課，進行專業交流，分享心得
- ☒ (v) 校內中文科教學人員共同備課，調適教學策略和教學內容等
- ☐ (vi) 其他（請說明）：_____

或

- ☐ (b) 未有安排他們參加相關培訓，原因是（可選多於一項）：
- ☐ (i) 本校教師已接受相關師資訓練／過往曾參加相關培訓或支援服務，現正鞏固有關經驗。
- ☐ (ii) 本校在照顧非華語學生的中文學習方面已有足夠經驗。
- ☐ (iii) 其他（請說明）：_____

☐ 請在適當的方格內加上「√」號

(4) 評估非華語學生的中文學習需要

(a) 按 2023/24 學年收生實況調查指定的參照日期，本校非華語學生的分布如下：

	中一	中二	中三	中四	中五	中六	總數
(i) 非華語學生人數 (請注意：此項資料必須與學校透過 WebSAMS 呈報的學生資料一致)	3	2	0	1	0	0	6
(ii) 未曾就讀提供本地課程幼稚園／小學的非華語學生人數	0	0	0	0	0	0	0
(iii) 新來港（即在入讀本校前抵港不足一年，或未曾有任何本地學校（包括幼稚園及小學）就讀超過一年）的非華語學生人數	0	0	0	0	0	0	0
(iv)及(v)只供設有以普通話教授中文（普教中）班別／組別的學校填寫							
(iv) 就讀普教中班別／組別的非華語學生人數							
(v) 有關級別的非華語學生可選擇是否就讀普教中班別／組別	<input type="checkbox"/> 是 <input type="checkbox"/> 否						

(a) 本校將於 2023/24 學年適時評估所有錄取的非華語學生（特別是第(5)(a)(ii)至(iv)項所述的非華語學生）的中文學習需要，以訂定適切的學習目標，以及制定支援計劃：

(i)	<input checked="" type="checkbox"/> 已採用／將會採用教育局為學校提供的《評估工具》。 <input type="checkbox"/> 未有採用教育局為學校提供的《評估工具》，原因是（可選多於一項）： <input type="checkbox"/> 本校的非華語學生預計可應付主流中文課堂的學習，故學校只須採用與華語學生相同的校本評估工具，已能有效評估他們的學習表現。 <input type="checkbox"/> 本校已採用校本評估方法，評估非華語學生的中文學習表現。 <input type="checkbox"/> 其他(請說明)：_____
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☐ 請在適當的方格內加上「√」號

(ii) ☒ 已實施／將會實施教育局為學校提供的「學習架構」。

☐ 未有實施教育局為學校提供的「學習架構」，原因是（可選多於一項）：

☐ 本校的非華語學生與華語同儕一起學習中文，並受惠於沉浸的中文語言環境，預計可應付主流中文課堂的學習，故學校只須為他們訂定與華語學生相同的學習目標和教學策略，已能幫助他們有系統地學習中文。

☐ 本校已按非華語學生的需要，發展校本中國語文課程，幫助非華語學生循序漸進，學習中文。

☐ 其他（請說明）：_____

(5) 安排非華語學生考取合適的中國語文資歷

本校不會劃一為錄取的非華語學生預設一個內容較淺易的中文課程。本校會就非華語學生的學習進展提出以實證為本的建議，並讓就讀高中的非華語學生因應其學習進展、需要和志趣，選讀香港中學文憑考試中國語文科或應用學習中文（非華語學生適用）及／或考取國際認可的其他中國語文資歷，並提供輔導及支援。

於 2023/24 學年，預計參加以下中國語文資歷考試的高中非華語學生人數如下：
（可選多於一項）

中國語文資歷考試		預計參加有關考試的非華語學生人數		
		中四	中五	中六
(a)	香港中學文憑考試	/		0
(b)	香港中學文憑考試應用學習中文（非華語學生適用）			0
(c)	普通教育文憑試（GCE）高級程度（A-Level）	/	/	/
(d)	普通教育文憑試（GCE）高級補充程度（AS-Level）	/	/	/
(e)	國際普通中學教育文憑（IGCSE）	1	/	/
(f)	綜合中等教育證書（GCSE）	/	/	/

☐ 請在適當的方格內加上「√」號

(二) 運用額外撥款提供校本支援措施

- (6) 本校會充分及適時運用每學年發放的額外撥款，支援該學年的非華語學生。本校計劃運用 2023/24 學年獲提供的額外撥款 **A** 321,799 元⁴，以及 2022/23 學年額外撥款累積餘額⁵（如適用）**B** 4522.2 元（請注意：此項資料必須與「加強支援非華語學生的中文學與教 額外撥款 2022/23 學年學校報告」的金額一致），按校本情況及非華語學生的學習需要，提供以下的校本支援措施（可選多於一項）：

（有關學校運用額外撥款的一般指引，請參閱本局通告第 8/2020 號附件一）

校本支援措施		運用 額外撥款	整合 其他資源 ⁶
(a)	<input checked="" type="checkbox"/> 聘請額外員工 ⁷ （請於第(8)(a)項提供補充資料）		
	<input checked="" type="checkbox"/> 教學助理 (1) 名	\$ 227580	<input type="checkbox"/>
	<input type="checkbox"/> 不同種族的助理 () 名	\$	<input type="checkbox"/>
	<input type="checkbox"/> 教師 () 名	\$	<input type="checkbox"/>
(b)	<input checked="" type="checkbox"/> 購買促進非華語學生學習中文的教學資源 （請於第(8)(b)項提供補充資料）	\$ 49000	<input type="checkbox"/>
(c)	<input type="checkbox"/> 僱用專業服務（請於第(8)(a)項及／或第(8)(c)項提供補充資料）		
	<input type="checkbox"/> 翻譯／傳譯服務	\$	<input type="checkbox"/>
	<input type="checkbox"/> 校外導師／機構舉辦課後中文學習班	\$	<input type="checkbox"/>
	<input type="checkbox"/> 校外導師／機構協助教師舉辦共融校園活動	\$	<input type="checkbox"/>
	<input type="checkbox"/> 其他（請說明）：_____	\$	<input type="checkbox"/>
(d)	<input checked="" type="checkbox"/> 由學校籌辦的推廣共融校園活動 （請於第(8)(c)項提供補充資料）	\$ 6000	<input type="checkbox"/>
(e)	<input type="checkbox"/> 其他（請說明）：_____	\$	<input type="checkbox"/>
運用額外撥款總支出 C [(a) + (b) + (c) + (d) + (e)]		\$ 282580	
（請注意：運用額外撥款總支出 C 應小於或等於 A 及 B 的總和）			

⁵ 資助學校、直資學校及按位津貼學校可保留部分額外撥款，惟累積餘款不可超過該學年所獲撥款的總額，任何超出上限的餘款須歸還教育局。教育局將根據學校經審核的周年帳目，收回超出上限的餘款。學校不得將這項額外撥款／餘款調往其他帳目。官立學校可將不超過該財政年度撥款總額的結餘轉至下一財政年度，任何超出上限的餘款會在財政年度完結時予以取消。

⁶ 學校必須善用和適當分配額外撥款作特定用途（即加強支援非華語學生的中文學與教及建構共融校園）。當學校使用額外撥款出現不敷之數時，可運用其他資源，作整體性的規劃。此外，如學校計劃安排華語學生參加上述校本支援措施，同樣應按比例整合其他資源，以支援華語學生學習中文和共融文化的需要。

⁷ 如學校運用額外撥款支付額外員工的部分薪金／非全職員工（包括日薪員工、兼職員工等）的薪金，請以小數表示。舉例學校聘請一名額外教學助理，其全學年總薪金為約 20 萬元。學校以額外撥款約 15 萬元支付其總薪金的 75%，並整合其他資源約 5 萬元支付其餘 25%。就額外撥款的運用，學校應於第(7)(a)項註明學校以額外撥款聘請 0.75 名額外教學助理（該教學助理工作時間不少於 75% 用作加強支援非華語學生的中文學與教及建構共融校園），並透過整合其他資源，支付其餘薪金。

☐ 請在適當的方格內加上「√」號

- (f) 本校預計 2023/24 學年獲提供的額外撥款累積結餘為 **D** 43,741.2 元
 $\frac{[A] + [B] - [C]}{[A]} \times 100\%$ ，累積結餘佔 2023/24 學年額外撥款的百分比為 13.6 % **D**

只供預計額外撥款的餘額**D**累積至高水平（70%或以上）的學校填寫

本校預計於 2023/24 學年完結時，額外撥款的餘額累積至高水平，有關原因，以及就充分及適時運用額外撥款的計劃詳述如下：

(i) 原因：_____

(ii) 運用餘額的計劃：_____

- (7) 本校於 2023/24 學年的校本支援措施詳情如下：

(a)	本校聘請額外員工／調配人員／僱用專業服務，負責以下工作：
<input checked="" type="checkbox"/>	提供中文科的課堂支援：（可選多於一項）
<input checked="" type="checkbox"/>	抽離學習（年級：_____）
<input type="checkbox"/>	分組／小組學習（年級：_____）
<input checked="" type="checkbox"/>	協作／支援教學（年級：_____）
<input checked="" type="checkbox"/>	發展校本中國語文課程及／或調適學與教材料（年級：_____）
<input type="checkbox"/>	其他（請說明：_____）（年級：_____）
<input type="checkbox"/>	提供其他支援：（可選多於一項）
<input type="checkbox"/>	中文學習小組（年級：_____）
<input type="checkbox"/>	暑期銜接課程（年級：_____）
<input type="checkbox"/>	中文銜接課程（年級：_____）
<input type="checkbox"/>	伴讀計劃（年級：_____）
<input type="checkbox"/>	朋輩合作學習（年級：_____）
<input type="checkbox"/>	導讀學習（年級：_____）
<input type="checkbox"/>	其他（請說明：_____）（年級：_____）
<input checked="" type="checkbox"/>	安排推廣共融校園活動／提供有關服務（請於第(8)(c)項提供補充資料）
<input type="checkbox"/>	其他（請說明：_____）（年級：_____）

☐ 請在適當的方格內加上「√」號

(b)	本校計劃購買促進非華語學生學習中文的教學資源，詳情如下： （請注意：有關額外撥款一般不可用於購買流動電腦裝置及電子器材等）	
	<u>教學資源</u>	<u>年級</u>
	(i) IGCSE教材	中四
	(ii)	
(c)	本校計劃籌辦／僱用專業服務協助教師舉辦共融校園／多元文化活動及／或提供有關服務，詳情如下：	
	（請注意：學校可運用部分額外撥款及／或整合現有措施和資源，為非華語學生及其家長舉辦共融校園／多元文化活動及／或提供相關服務）	
	(i) 舉辦推廣共融校園／多元文化的活動 （請簡述活動如何推廣共融校園／多元文化）	
	1. 活動內容： <u>中國文化體驗活動</u>	年級： <u>中一,中二,中四</u>
	➢ <input type="checkbox"/> 由學校籌辦 / <input type="checkbox"/> 僱用專業服務或與機構協辦	
	➢ <input type="checkbox"/> 使用此額外撥款 / <input checked="" type="checkbox"/> 沒有使用此額外撥款	
	2. 活動內容： <u>共融校園活動</u>	年級： <u>中一,中二,中四</u>
	➢ <input type="checkbox"/> 由學校籌辦 / <input type="checkbox"/> 僱用專業服務或與機構協辦	
	➢ <input checked="" type="checkbox"/> 使用此額外撥款 / <input type="checkbox"/> 沒有使用此額外撥款	
	(ii) 加強與非華語學生家長的溝通和家校合作 （例如家長日、家長講座及家長教育活動等）（可選多於一項）	
	<input type="checkbox"/> 僱用傳譯服務或聘請會說英語及／或其他語言的教職員， 協助講解學校政策及其他安排	年級： <u> </u>
	<input checked="" type="checkbox"/> 僱用翻譯服務或翻譯學校通告／學校網頁／其他資料， 闡釋學校政策及其他安排	年級： <u>全校</u>
	<input checked="" type="checkbox"/> 定期與非華語學生的家長討論其子女的學習進度（包括 中文學習），並按需要解釋及強調學好中文的重要性	年級： <u>中一,中二,中四</u>
	<input checked="" type="checkbox"/> 為非華語學生的家長提供有關其子女選校／升學／就業的資訊	年級： <u>中四</u>
	<input type="checkbox"/> 其他（請說明： <u> </u> ）	年級： <u> </u>

☐ 請在適當的方格內加上「√」號

(三) 評鑑、問責及支援

(8) 2023/24 學年中／結束時，本校會透過不同模式，評估落實校本支援措施的情況：

(i) 加強支援非華語學生的中文學與教（可選多於一項）

- ☒ 透過自我評鑑／同儕觀課等，評估教學人員教授非華語學生中文專業能力
- ☒ 透過校本評估結果，評估非華語學生的中文學習進度
- ☒ 透過使用《評估工具》結果，評估非華語學生的中文學習進度
- ☐ 透過非華語學生在中文課堂／課外活動的表現（例如戲劇、校園小記者、朗誦、徵文比賽等），評估非華語學生學習中文的信心和態度
- ☐ 其他（請說明）：_____

(ii) 建構共融校園（可選多於一項）

- ☐ 透過問卷調查／自我評鑑等，評估教職員對學校支援非華語學生的政策及措施的了解和文化敏感度
- ☒ 透過非華語學生在中文課堂／課外活動的表現，評估推廣共融校園的成效
- ☒ 透過問卷調查等，評估非華語學生的家長對其子女的學習進度（包括中文學習）、選校／升學／就業的資訊，以及學校政策和其他安排等的了解
- ☐ 其他（請說明）：_____

(9) 本校已知悉須按有關規定，並會依時提交以下文件：

- (i) 在 2023 年 9 月或之前，於《中學概覽》「非華語學生的教育支援」欄目，列出學校為加強非華語學生學習中文及建構共融校園的額外支援措施；
- (ii) 在 2024 年 11 月 30 日或之前，提交經法團校董會／校董會／學校管理委員會通過，並經校監簽署的 2023/24 學年學校報告；以及
- (iii) 在 2024 年 11 月 30 日或之前，透過教育局提供的中、英文對照學校支援摘要表格，闡述學校於 2023/24 學年如何加強支援非華語學生學習中文及建構共融校園，並上載學校網頁，以供家長參閱。學校必須在學校網頁主頁的當眼位置設置圖標或簡單的英文提示，以便家長瀏覽有關資料。

校監簽署：_____

校監姓名：何深權

日期：17.10.2023



☐ 請在適當的方格內加上「√」號

Plan on Use of Citizenship and Social Development Support Grant

2023-2024「支援推行高中公民與社會發展科的一筆過津貼」計劃書

資助項目	策略	預期效益	負責老師	預算
發展或採購相關的學與教資源	<ul style="list-style-type: none"> 資助發展或購買推行公民與社會發展科的學與教資源、流動應用程式或軟件 	<ul style="list-style-type: none"> 透過發展或採購不同的教學資源，提升教師對本科課題的認識 	劉佐榮老師	\$32,000 教材、參考書等
	<ul style="list-style-type: none"> 資助購買與公民與社會發展科相關的雜誌、書籍、視頻等 	<ul style="list-style-type: none"> 引起學生的閱讀興趣，擴闊他們的眼界，鞏固學習本科的知識基礎 	劉佐榮老師	\$6,000 雜誌、書籍、視頻等
舉辦和公民科課程相關的校本展覽和比賽	<ul style="list-style-type: none"> 資助購買物資以舉辦校內的展覽和比賽 	<ul style="list-style-type: none"> 提升學生對學習本科的興趣和能力 培養學生的公民意識和素養 配合課堂學習，深化對相關課題的理解和中華文化的認識 	吳雯惠老師 梁慧婷老師	\$9,000 校內展覽和比賽物資
舉辦和公民科課程相關的全方位學習活動	<ul style="list-style-type: none"> 資助學生參與內地和本地的考察活動 	<ul style="list-style-type: none"> 提升學生對學習本科的興趣和能力 培養學生的公民意識和素養 配合課堂學習，深化對相關課題的理解和中華文化的認識 	劉佐榮老師 吳雯惠老師	\$60,000 學生考察團團費、入場門票、交通費用等
			合計：	\$107,000

(4) Budget Summaries (for School Year 2023-2024)

THE IMC OF THE H.K.S.Y.C.I.A. WONG TAI SHAN MEMORIAL COLLEGE

Budget Summaries for School Year 2023-24				
	Balance B/F from Last Year (\$)	Income (\$)	Expenditure (\$)	Balance (\$)
I. Government Fund (A/C 001)				
1) EOEBG Non-School Specific :	2,714,341.47			
-- Baseline Reference Income		2,205,047.43		
-- School and Class Grant			1,168,254.30	
-- Composite F & E			22,000.00	
-- Lift Maintenance			116,316.00	
-- Student Development & Support			175,800.00	
-- Subjects			407,340.00	
Sub-Total :	2,714,341.47	2,205,047.43	1,889,710.30	3,029,678.60
2) EOEBG School Specific Grants :				
-- Administration Grant		4,024,884.00	3,563,820.00	
-- Capacity Enhancement Grant		666,935.00	611,348.00	
-- Composite IT Grant		585,152.00	490,000.00	
-- Air-Conditioning Grant		572,364.00	694,309.31	
-- School-based Management Top-up Grant		52,596.00	52,596.00	
-- School-based Speech Therapy Admin. Recurrent Grant		8,415.00	8,415.00	
Sub-Total :		5,910,346.00	5,420,488.31	489,857.69
Total :	2,714,341.47	8,115,393.43	7,310,198.61	3,519,536.29
3) Outside EOEBG :				
-- Teacher Relief Grant	2,014,761.10	5,113,700.00	4,699,264.56	
-- Home-School Co-operation Project		20,000.00	20,000.00	
-- School-based After-school Learning and Support Programmes	224,100.00	223,800.00	15,000.00	
-- Other Recur Gr - Rent & Rates		997,328.00	997,328.00	
-- Learning Support Grant for Secondary Schools	6,352.78	553,339.00	558,990.00	
-- Diversity Learning Grant - Other Programmes		84,000.00	64,650.00	
-- Diversify Learning Grant - Applied Learning Courses				
-- Moral and National Education Support Grant	95,738.90		95,738.90	
-- Information Technology Staffing Support Grant	260,319.75	389,447.34	325,269.00	
-- Grant for the Sister School Scheme	159,955.00	162,994.00	160,000.00	
-- Promotion of Reading Grant	39,772.70	65,198.00	103,500.00	
-- Life-wide Learning Grant	1,123,439.54	1,218,131.00	1,805,830.00	
-- School Executive Officer Grant		669,130.00	667,980.00	
-- Grant for Support for Non-Chinese Speaking Students	4,522.20	321,799.00	282,580.00	
-- QEF - e-Learning : Mobile Device /IS				
-- AEF Cleaning / Security Subsidy				
-- Citizenship & Society Development	225,424.80		107,000.00	
-- Student Activities Support Grant		182,000.00		
-- One-off School-based Speech Therapy Set-up Grant		21,038.00		
Sub-Total :	4,154,386.77	10,021,904.34	9,903,130.46	4,273,160.65
Total :	6,868,728.24	18,137,297.77	17,213,329.07	7,792,696.94
II. School Fund (A/C 002)				
1) School Funds Income				
-- Subscriptions (Tong Fai)	2,481,363.63	113,220.00		
-- Rental Income		75,000.00		
Sub-Total :	2,481,363.63	188,220.00		2,669,583.63
2) Approved Collection for Specific Purposes	2,251,078.81	294,975.00		2,546,053.81
3) Other External Fund Projects	621,892.20	55,812.00	402,100.00	275,604.20
Total :	5,354,334.64	539,007.00	402,100.00	5,491,241.64