



Canossa College

School Plan 2022-2023



Canossa College
Annual School Plan 2022/2023

A. Major Concern 1 : Students develop positive values and attitudes towards life

Objectives	Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible
1.1 To strengthen students' positive values and attitudes	1.1.1 Strengthen support for students' growth needs 1.1.2 Nurture a healthy mindset among students and enhance their character strengths by conducting adventure-based training, talks and workshops 1.1.3 Strengthen positive values among students through the acquisition of life planning skills 1.1.4 Refine materials of Life Education lessons 1.1.5 Organize teacher development programmes to build teachers' capacity 1.1.6 Strengthen parents' understanding of positive education	Whole year	<ul style="list-style-type: none"> • Students actively participate in various programmes. • 70% of students find the programmes useful for strengthening their positive values and attitudes. • 70% of teachers agree that the programmes help them promote positive values. • 70% of the participating parents agree that the programmes improve their parenting skills. 	<ul style="list-style-type: none"> • Student surveys • Teacher surveys • Questionnaires and observation • Life Education evaluation forms 	<ul style="list-style-type: none"> • C&GC • CGC • DC • OLE • ECA • SDC • SST • PTA • All teachers
1.2 To nurture Catholic core values and positive attitudes by actualizing the School Motto	1.2.1 Integrate Catholic core values and Canossian spirit in curriculums, morning assemblies, morning reading sessions, form assemblies, etc. 1.2.2 Nurture students with the Gospel spirit and virtues of humility, respect, kindness and love by organising different activities/ competitions (e.g. slogan and banner design, game store design, essay contests)	Whole year	<ul style="list-style-type: none"> • 70% of teachers agree that the materials suit the needs of students and achieve the objectives of the activities. • 50% of students find the sharing sessions inspiring and useful for helping them face difficulties with determination and perseverance. • At least 3 activities are held. 	<ul style="list-style-type: none"> • Student surveys • Observation 	<ul style="list-style-type: none"> • RAC • C & GC • AC • Chin Panel • Eng Panel • RE Panel • VA Panel • Reading Promotion Team • All teachers

Objectives	Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible
1.3 To encourage students to appreciate and give full play to their strengths	1.3.1 Provide opportunities for students to show appreciation and gratitude to teachers, parents and staff members 1.3.2 Cultivate a positive culture of appreciation and strengthen unity / teacher-student interaction through team building activities in class 1.3.3 Display winning entries on school campus	Whole year	<ul style="list-style-type: none"> • Teachers, parents and staff members feel appreciated. • 70% of students agree that they have a sense of belonging to their class. • 70% of teachers agree that the inter-class and class-based activities strengthen class unity. • 70% of students agree that the winning entries deepen their understanding of positive attitudes. 	<ul style="list-style-type: none"> • Student surveys • Teacher surveys 	<ul style="list-style-type: none"> • SADC • DC • Student Council • C&GC • Form Teachers • OLE • ECA
1.4 To empower students to serve others with charity and humility	1.4.1 Implement “Service Project” 1.4.2 Arrange service-learning programmes for all S2 and S4 students 1.4.3 Launch a mentoring programme with senior form students as mentors of junior form students 1.4.4 Include positive values in leadership training programmes and workshops for student leaders	Whole year	<ul style="list-style-type: none"> • 70% of students provide at least 10 hours of service including performing school duties, receiving volunteer training and organizing voluntary service programmes. • 70% of students learn to be grateful, improve their problem-solving skills, and demonstrate their leadership, creativity, compassion and commitment to the society. • 70% of students agree that they uphold Canossian spirit through serving others. • 70% of mentees agree that they learn better through the mentoring programme. • 70% of mentors and student leaders agree that they acquire leadership skills and their understanding of positive values is enhanced. 	<ul style="list-style-type: none"> • “Service Project” records • Student surveys • Teacher surveys 	<ul style="list-style-type: none"> • SADC • Advisors of all service groups • ECA • All teachers • C&GC • DC • Student Council • Houses

B. Major Concern 2 : Students are engaged and persistent in learning

Objectives	Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible
2.1 Students master lifelong learning skills and apply them to real-life situations	2.1.1 Integrate elements of e-learning and self-regulated learning into learning and teaching a. Engage students in pre-lesson learning by assigning them structured pre-lesson tasks b. Design and conduct lessons that promote self-directed learning	Whole year	<ul style="list-style-type: none"> • Elements of pre-lesson learning are included in at least 2 assignments. • Student-centered learning activities are included in the lesson plans of at least one topic in the teaching syllabus. 	<ul style="list-style-type: none"> • Feedback from teachers and students • Inspection of students' homework • Lesson observation 	<ul style="list-style-type: none"> • Subject panel heads
	2.1.2 Equip students with the ability to identify their learning needs, set learning goals, select resources and devise strategies and plans for learning a. Refine S1 Summer Bridging Programmes b. Teach study skills to all S1 students c. Promote the habit of taking notes in lessons	08/2021 1 st term Whole year	<ul style="list-style-type: none"> • Students are taught skills to record their homework and organize learning materials in the S1 Summer Bridging course. • F.1 students apply the study skills learned in their daily life. • 70% of students take notes by themselves. 	<ul style="list-style-type: none"> • Student surveys • Teacher surveys • Observation • Inspection of students' notebooks 	<ul style="list-style-type: none"> • AC • Coordinators of Summer Bridging Programmes • EP • Subject panel heads
	2.1.3 Optimize cross-curricular collaboration in junior forms to encourage knowledge transfer among students and application of knowledge to real-life situations	Whole year	<ul style="list-style-type: none"> • 70% of students apply the knowledge acquired in their daily life. • 70% of students have positive attitudes towards life • 70% of students deploy their creativity, critical thinking and social skills in their daily life. 	<ul style="list-style-type: none"> • Observation • Panel meeting minutes 	<ul style="list-style-type: none"> • AC • Subject panel heads
	2.1.4 Include RAC in senior form curriculum, with members of Chinese Department, English Department and KLAs jointly designing reading topics to expand students' reading horizons	Whole year	<ul style="list-style-type: none"> • 70% of S4 and S5 students agree that reading is enlightening and broadens their reading interests and horizons 	<ul style="list-style-type: none"> • Student surveys • Teacher surveys • Observation 	<ul style="list-style-type: none"> • AC • Librarian • Subject panel heads
	2.1.5 Organize reading activities and competitions in collaboration with the school library and members of KLAs	Whole year	<ul style="list-style-type: none"> • At least one reading-to-learn programme is implemented for designated KLAs. • At least five thematic book exhibitions are held. 	<ul style="list-style-type: none"> • Student surveys • Teacher surveys • Observation 	<ul style="list-style-type: none"> • Reading Promotion Team • Librarian • Subject panel heads

Objectives	Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible
	2.1.6 Promote the spirit of inquiry and innovation among students a. Organize STREAM Week S – Science T – Technology R – RAC (Reading Across Curriculum) E – Engineering A – Arts M - Mathematics b. Organize internal STREAM activities c. Encourage and nominate students to participate in various external STREAM competitions / programmes	Whole year	<ul style="list-style-type: none"> • 70% of the participants agree that STREAM Week promotes creativity and innovation, and broadens their horizons. • At least 3 STREAM activities or competitions are organised. • 70% of the participants agree that their interest in STREAM activities is raised. 	<ul style="list-style-type: none"> • Activity and competition records • Student surveys 	<ul style="list-style-type: none"> • SADC • Academic Committee (All subject panels) • All teachers • Teachers responsible for STREAM Education • STEM Club
2.2 Students develop self-confidence in learning and realise their potential	2.2.1 Implement different strategies to enhance students' confidence and motivation in learning a. Create opportunities for students to appreciate their peers' academic performance through displays of students' outstanding works, lunchtime activities and publication of excellent works, etc. b. Organize remedial and enrichment programmes to strengthen support for students	Whole year	<ul style="list-style-type: none"> • 70% of students agree that the displays of learning achievements build their self-confidence in learning • 70% of teachers agree that they create opportunities for students to appreciate their peers' academic performance. • 70% of the participants have positive feedback on the remedial and enrichment programmes. 	<ul style="list-style-type: none"> • Student surveys • Teacher surveys • Observation 	<ul style="list-style-type: none"> • Subject panel heads • All teachers • AC
	2.2.2 Adopt different assessment modes a. Introduce non-traditional assessment such as presentations/ model building/ poster design/ book sharing/ video recording to increase students' motivation in learning b. Include challenging bonus questions in junior form assignments and assessment c. Set up a question bank of multiple-choice questions to encourage S1 and S4 students to finish self-assessment on Google Classroom or eClass d. Optimize teaching and learning with assessment data	Whole year	<ul style="list-style-type: none"> • 70% of students agree that different assessment modes effectively elevate their learning satisfaction. • At least two sets of assignments and assessment with challenging bonus questions are assigned to students in each term. • 70% of students attempt the bonus questions. • 70% of students agree that the question bank on the e-learning platform helps them develop the habit of self-directed learning. 	<ul style="list-style-type: none"> • Panel meeting minutes • Inspection of students' homework • Evaluation forms of tests and examinations 	<ul style="list-style-type: none"> • Subject panel heads • All teachers

Objectives	Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible
			<ul style="list-style-type: none"> All subject panels improve teaching and learning after analyzing the assessment data. 		
	2.2.3 Unleash students' potential a. Provide an array of enrichment courses for gifted students b. Recommend external competitions and various all-round learning activities to students to cultivate their special talents	Whole year	<ul style="list-style-type: none"> 70% of the participants in the enrichment courses give positive feedback. 70% of the participants are actively involved in the activities. At least one talent programme/ competition is proposed by each KLA committee. 	<ul style="list-style-type: none"> Performance of the students in the courses Reports / Records of external competitions and various all-round learning activities 	<ul style="list-style-type: none"> Talent Pool KLAs coordinators Subject panel heads Librarian SADC AC Teacher-in-charge of timetabling
2.3 Students and teachers improve the efficiency of teaching and learning with e-learning tools	2.3.1 Adopt a BYOD policy in S1 to S6 2.3.2 Make use of different e-learning platforms to help students adjust their learning progress 2.3.3 Explore useful platforms and apps in various KLAs to facilitate teaching and learning 2.3.4 Organize e-learning workshops for teachers and students to enhance the effectiveness of e-learning 2.3.5 Encourage teachers to attend courses on catering for learner diversity and e-learning 2.3.6 Include e-learning as one of the focuses in lesson observation	Whole year	<ul style="list-style-type: none"> Each subject teacher has designed at least one topic/ unit/ chapter of e-learning materials of the levels taught and have them kept in the shared drive. 70% of students agree that e-learning promotes self-directed learning. 70% of students are more engaged in learning with e-learning tools At least 1 sharing session is arranged for each subject panel / KLA. All teachers attend at least 1 course on catering for learner diversity and e-learning respectively. All teachers record the use of E-learning apps in the class record book. All STEM teachers conduct lessons in STEM Room with interactive e-learning strategies. All teachers use the smartboards in classrooms and conduct interactive lessons among students who have mobile devices (iPads) in class. 	<ul style="list-style-type: none"> Records in the shared drive Lesson observation forms Panel meeting minutes CPD record forms Lesson observation by the Principal or coordinators, teacher-in-charge or external reviewers 	<ul style="list-style-type: none"> AC IMSC KLAs coordinators Subject panel heads All teachers Teachers responsible for STEM Education: Science (I.S., Physics, Chemistry, Biology) Technology (Computer), Engineering (Physics), Mathematics

Academic Committee (AC)

English as Medium of Instruction (EMI)

Parent-Teacher Association (PTA)

Careers Guidance Committee (CGC)

Extra-curricular Activities (ECA)

Religious Affairs Committee (RAC)

Counselling and Guidance Committee (C&GC)

Information Management System Committee (IMSC)

Staff Development Committee (SDC)

Discipline Committee (DC)

Other Learning Experience(OLE)

School Administration & Development Committee (SADC)

School-based MOI Policy

For the school year 2022-23, our school will continue to adopt English as the medium of instruction for all forms, except Chinese Language, Chinese Literature, Chinese History, Liberal Studies, Citizenship and Social Development, Visual Arts (NSS), Putonghua, Religious & Moral Education and Physical Education.

Rationales

1. To provide our students with more opportunities to be exposed to, and use English at all levels.
2. To enhance our students' ability to learn through English and to better prepare them for further studies and work in the future.
3. The school has fulfilled the three prescribed criteria set out in the Report on Review of Medium of Instruction by the Education Commission in 2005:
 - a) Students possess the ability to learn through English;
 - b) Teachers possess the capability to teach through English; and
 - c) The school has adequate support strategies / measures.

English Language Support Measures for 2022-2023

Objectives	Strategies
To sustain MOI policy	<ul style="list-style-type: none"> • English is used during class time for EMI subjects including lesson delivery, questioning, responses, discussions, handouts, textbooks, test and exam papers, tasks, class work and homework.
To encourage participation in English speaking activities	<ul style="list-style-type: none"> • All students are encouraged to join the categories of solo verse, prose reading, public speaking and dramatic duologues. • Campus forums are held to provide opportunities for students to strengthen their speaking skills. • Public speaking is a good platform for students to polish their English language skills.
To cultivate interest in books & newspapers in English	<ul style="list-style-type: none"> • A variety of news reading comprehension exercises is provided during the reading sessions in alternate cycles. • All S1 to S6 students are encouraged to read English newspapers online. • All S1 to S3 students subscribe to NAT GEO Kids (Online e-reader platform) as an RAC supplement. • Students take turns in presenting book reviews in reading sessions.
To promote the use of English on campus	<ul style="list-style-type: none"> • English panel promotes and runs English activities regularly. • English ambassadors take the initiative to speak English with fellow students in English Learning Centre during lunch time.
To create an English-rich environment	<ul style="list-style-type: none"> • Morning assemblies in school are conducted in English. • English Ambassadors are invited to serve as MCs for Investiture of Student Leaders, Graduation Day and Prize Presentation in English. • English language teachers speak English with students beyond class time. • Bulletin boards are decorated in English. • Announcements are made in English. • English Week and other English activities are held throughout the year.

Objectives	Strategies
To support self-learning in English	<ul style="list-style-type: none"> • All students are encouraged to use online self-directed learning resources and required to do news sharing in class.
To cultivate interest in English learning	<ul style="list-style-type: none"> • The fun aspects of learning English through movie appreciation, popular culture, fashion, etc. are emphasized.
To cater for learner diversity in learning English	<ul style="list-style-type: none"> • Extra work and special schemes are tailored for S1 elite and weaker classes.
To strengthen students' language ability across the curriculum	<ul style="list-style-type: none"> • An LAC (Language Across the Curriculum) coordinator is assigned to formulate plans for collaboration with EMI subject teachers to pilot teaching strategies and provide language support to students in learning the respective EMI subjects. • RAC (Reading Across the Curriculum) is incorporated into the curriculum to widen the students' reading spectrum and scope in different domains.
To encourage authentic use of English	<ul style="list-style-type: none"> • Structural drama lessons have been devised in S1 and S2. Students will be able to showcase what they have learnt from their English lessons through the use of performing arts. • Structural debate lessons have been devised in S3. Students will be given the chance to think critically in English and form teams to debate on a variety of topics.
To provide support for senior students	<ul style="list-style-type: none"> • Training on interview skills in English is arranged for S5 and S6 students. • Senior form students taking only two electives are provided two extra English lessons. • An enrichment programme will be launched for S4 and S5 high achievers.

CANOSSA COLLEGE
Budget for School Year 2022-2023

	Balance B/F (a)	Income (b)	Expenditure (c)	Balance C/F (a)+(b)-(c)
Government Funds				
A) EOEBG	2,543,700.00			
Administration Grant		3,949,872.00	3,914,000.00	
Capacity Enhancement Grant (CEG)		654,502.00	654,000.00	
Computer Information Technology Grant (CITG)		503,136.00	702,100.00	
Air-conditioning Grant		602,451.00	602,451.00	
School-based Management Top-up Grant		51,615.00	51,615.00	
Baseline Reference		1,967,577.00	2,752,300.00	
Top-up Non-EOEBG Expenses			712.00	
Provision for Severance Payment / Long Service Payment			7,000.00	
EOEBG Sub-Total	2,543,700.00	7,729,153.00	8,684,178.00	1,588,675.00
B) Non-EOEBG				
Career Life Planning Grant (CLPG)	110,800.00	0.00	110,800.00	0.00
Committee on Home-School Co-operation Project (PTA)	0.00	25,880.00	25,880.00	0.00
Diversity Learning Grant - Applied Learning (ApL)	0.00	102,950.00	102,950.00	0.00
Diversity Learning Grant - Other Programmes (DLG)	63,300.00	84,000.00	130,000.00	17,300.00
Employer's Contribution to PF Scheme for NT Staff	0.00	438,600.00	438,600.00	0.00
Enhancing Support for Learning and Teaching Chinese for NCS	0.00	307,500.00	307,500.00	0.00
Fractional Post Cash Grant (FPCG)	136,600.00	0.00	136,600.00	0.00
Grant A/C for Fringe Benefits under NET	0.00	55,800.00	55,800.00	0.00
Information Technology Staffing Support Grant (ITSS)	2,000.00	327,588.00	330,300.00	-712.00
IT Innovation Lab	68,000.00	247,240.00	315,240.00	0.00
Learning Support Grant (LSG)	62,200.00	278,730.00	338,800.00	2,130.00
Life-wide Learning Grant	1,174,300.00	1,195,413.00	1,417,520.00	952,193.00
Moral and National Education Subject Support Grant	44,700.00	0.00	0.00	44,700.00
One-off Grant for Supporting the Implementation of the Senior Secondary Subject Citizenship and Social Development	295,000.00	0.00	100,000.00	195,000.00
Other Recurrent Grant (Government Rent & Rates)	0.00	700,000.00	700,000.00	0.00
Promotion of Reading Grant	62,900.00	63,982.00	123,200.00	3,682.00
Recruitment of Native-speaking English Teacher (NET)	-3,360.00	3,360.00	0.00	0.00
Salaries Grant - Teaching Staff	-27,300.00	42,488,200.00	42,498,200.00	-37,300.00
Salaries Grant - Non-Teaching Staff	0.00	1,553,000.00	1,553,000.00	0.00
Salaries Grant - Supply Staff	0.00	201,600.00	201,600.00	0.00
School-based After-school Learning & Support Prog.	70,100.00	79,200.00	149,200.00	100.00
Senior Secondary Curriculum Support Grant (SSCSG)	70,400.00	0.00	70,400.00	0.00
Sister School Scheme	121,100.00	160,000.00	225,000.00	56,100.00
Student Activities Support Grant (SAS)	0.00	66,300.00	61,100.00	5,200.00
Student Grant for APL (Chinese)	0.00	28,400.00	28,400.00	0.00
Teacher Relief Grant (TRG)	347,400.00	223,600.00	100,000.00	471,000.00
Teaching Training Grant (SEN) for IMC Schools	0.00	20,000.00	20,000.00	0.00
Non-EOEBG Sub-Total	2,598,140.00	48,651,343.00	49,540,090.00	1,709,393.00
Government Funds Total (A + B)	5,141,840.00	56,380,496.00	58,224,268.00	3,298,068.00
School Funds				
A) Tong Fai	3,876,500.00	271,600.00	181,100.00	3,967,000.00
B) Non-specific Purpose Fund	2,338,000.00	20,000.00	67,000.00	2,291,000.00
C) School Development Fund	144,500.00	0.00	0.00	144,500.00
D) Scholarship Fund	8,000.00	0.00	2,000.00	6,000.00
E) Student Welfare Fund	0.00	0.00	50,000.00	-50,000.00
School Funds Total (A + B + C + D + E)	6,367,000.00	291,600.00	300,100.00	6,358,500.00

Plan for the Use of Capacity Enhancement Grant 2022-2023

Strategies	Task Areas	Benefits Anticipated	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
Employment of a Teacher to run adapted learning Chinese language curriculum	- Assist NCS for learning Chinese language	Improvements are found in the results of Chinese language of NCS students.	09/2022-08/2023	Students' performance in Chinese Language is enhanced	Final Results, Students' survey	Chinese Language Panel Head	\$105,000.00
Employment of an Information Technology Assistant	- Maintain daily IT operation - Provide IT supports to teachers - Solve IT problems - Assist in school daily operation	More efficient in teaching and learning and school daily operation	09/2022-08/2023	90% of the teachers satisfy with the performance of the IT assistant	Review Form	Information and Computer Technology Panel Head	\$189,000.00
Employment of a Religious and Moral Education Teacher	- Teach Religious and Moral Education - Promote positive moral values to the students - Assist Religious Affair Committee	Students would have a better learning experience in Religious and Moral Education.	09/2022-08/2023	Students' performance in Religious and Moral Education is enhanced	Final Results, Students' survey	Religious and Moral Education Panel Head	\$180,000.00
Employment of a Library Assistant	- Assist in school and library daily operation	More efficient in school and library daily operation	09/2022-08/2023	The performance of the Library Assistant meets the requirements	Review Form	Vice Principal	\$180,000.00
						Total:	\$654,000.00

School-based After-school Learning and Support Programmes 2022-2023

- I. The **estimated number of students** (count by heads) **benefited** under this Programme is **106** (including **30** CSSA recipients, **56** SFAS full-grant recipients and **20** under school's discretionary quota).
- II. Information on Activities to be subsidized/complemented by the Grant

Type of activity	Objectives of the activity	Success criteria	Method(s) of evaluation	Date	Estimated no. of participating eligible students			Estimated expenditure (\$)
					A	B	C	
Art /cultural activities & sports	Students can build self-confidence and develop their talents.	Student participants find themselves more confident and their talents are developed.	Questionnaires	10/2022 – 08/2023	20	36	10	\$149,200.00
Learning skill training, visits, communication skills training courses, voluntary service & tutorial service	Students are given equal chances in obtaining similar learning experiences.	Student participants find themselves being more confident.	Questionnaires	10/2022 – 08/2023	10	20	10	
Total no. of activities: <u>20</u>				No. of man-times	30	56	20	
				Total no. of man-times	106			

Support Measures and Plan for the Use of Learning Support Grant for Students of Special Education Need 2022-2023

	Strategies	Benefits Anticipated	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
1.	Employment of a Student Counsellor	<ul style="list-style-type: none"> • Provide support to SEN students including counselling, social activities • Support administrative work of Student Support Team and Counselling Team 	9/2022 – 8/2023	Students’ social skills, execution skills and emotional skills are enhanced.	Feedback from teachers, parents and students concerned	Coordinator of Student Support Team and Counselling and Guidance Committee	\$226,800.00
2.	Speech Therapy	<ul style="list-style-type: none"> • Provide speech therapy to SLI, ASD students and other student with related difficulties 	10/2022 – 6/2023	Speech and language proficiency of students are enhanced.	Evaluation by service provider and feedback from teachers, parents and students concerned	Student Support Team (SST) members	\$30,000.00
3.	Career and life planning program for Junior form and senior form student	<ul style="list-style-type: none"> • Enhance students’ self-understanding and explore students’ interests and abilities • Equip students with social and career-related skills • Visit different workplace and higher education institutions 	10/2022 – 6/2023	Students’ self-understanding and career-related skills are enhanced.	Evaluation by service provider and feedback from teachers, parents and students concerned	Student Support Team (SST) members	\$67,000.00
4.	Other training material or training activities	<ul style="list-style-type: none"> • Support students’ need with various activities 	9/2022 – 8/2023	Students’ needs (academic, social, mental health) are catered.	Feedback from teachers and students concerned	Student Support Team (SST) members	\$15,000.00
Total:							\$338,800.00

Plan for the Use of Diversity Learning Grant (DLG) 2022-2023

Programme(s)	Strategies & benefit anticipated (e.g. in what way students' diverse learning needs are catered for)	Name of programme(s) / course(s) and provider(s)	Duration of the programme / course	Target students	Evaluation of student learning / success indicators	Teacher-in-charge	Resources Required
E & RS Network Programme	Students can receive proper training for further personal and academic development through learning Ethics Religious Studies (E & RS).	Programme for preparing students to attend HKDSE E & RS examination	Whole year	S4 – S6 E & RS elective students	Feedback from teacher advisors & evaluation	RE panel Head	\$68,000.00
Creative Writing Programme	High-achievers are facilitated in development of creative writing.	Chinese writing course	4 lessons for each course	S4 - S5 elite students in Chinese Language	Students show enthusiasm and creativity in learning.	Chinese Language Panel Head	\$10,000.00
Science & Mathematics Competition	Students gain experience in solving science and Mathematics problems.	The HK Polytechnic University	Half day	S4 - F.5 elite students in Science & Mathematics	Students become more confident in the subjects.	Prefect of Studies	\$10,000.00
Music & STEAM program	Workshop held caters for gifted students in music and STEAM.	Tertiary Institution	One Day	S4 - S5 elite students in Music and STEAM	Feedback from students & teacher advisors	Music Panel Head	\$12,000.00
Tertiary Institution Programmes	Elite students are subsidized to attend programmes offered by tertiary institutions or non-governmental organizations.	Programmes for gifted/elite students	Whole year	S4 – S6 students with excellent academic results or leadership potential	Interview with students	Teacher-in-charge of Talent Pool	\$30,000.00
						Total:	\$130,000.00

**Plan for the Use of Additional Funding of Enhancing Support for Learning and Teaching Chinese for NCS
2022-2023**

Strategies	Benefits Anticipated	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
Provide support service for NCS students by employing a Chinese Language Teacher to run adapted learning Chinese language curriculum	7 NCS students	09/2022 – 08/2023	Students' performances in Chinese Language are enhanced.	1. Report card 2. Evaluation by NCS students and Chinese language teachers concerned	Chinese Language panel head	\$ 307,500.00
					Total:	\$307,500.00

Plan for the Use of Promotion of Reading Grant 2022 - 2023

Objectives	Strategies	Target Group	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
Students have interest in exploring knowledge and can become self-directed learners	Purchase e-books, printed books, and magazines	All students	Whole year	70% of new books and magazines are borrowed.	Counting the borrow rate Conducting Survey	Teacher librarian	\$10,000.00
	Join the e-Read Scheme	All students	Whole year	50% of students read e-book.	Counting the reading rate of e-Read scheme	Teacher librarian	\$20,000.00
	Hire writers to conduct talks or videos of book sharing	All students	23/11/2022, 26/4/2023 18/5/2023	70% of students give positive feedback. 50% of students show interest to the writers' work.	Conducting Survey	Teacher librarian	\$20,000.00
	Purchase materials for displaying books and reading promotion	All students	Whole year	70% of students give positive feedback.	Conducting Survey	Teacher librarian	\$20,000.00
	Organize reading activities with KLAs and Subjects	All students	Whole year	50% of students join the activities. 80% of students give positive feedback.	Conducting Survey	Chinese Panel English Panel Teacher librarian	\$43,200.00
	Organize reading activities with different clubs	All students	Whole year	70% of students give positive feedback.	Conducting Survey	STEM Club Music Society Art Society Teacher librarian	\$10,000.00
Total:							\$123,200.00

Plan for the use of the Grant for Sister School Scheme 2022-2023

Objectives	Strategies	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
Organizing lesson observations and activities to enhance professional development and cultural exchanges	Online lesson observation - Teachers will conduct eLearning and collaborative learning in music lesson. There will be lesson observation through internet platform to enhance professional exchange in digital pedagogy.	Whole Year	70% teachers can have better understanding of the pedagogy adopted in different education systems through feedback.	Feedback from teachers	Music Panel	\$10,000.00
	Online collaborative activities - Teachers will conduct eLearning and collaborative learning in visual arts lesson. There will be lesson observation through internet platform to enhance professional exchange in digital pedagogy.	Whole Year	70% teachers can have better understanding of the pedagogy adopted in different education systems through feedback.	Feedback from teachers	Visual Arts Panel	\$10,000.00
	Collaborative activities - Teachers will utilize VR headsets to conduct reading activities about local culture of Hong Kong with sister school.	Whole Year	70% teachers can have better understanding of the pedagogy adopted in different education systems through feedback.	Feedback from teachers	Library Teacher	\$85,000.00
	Online collaborative activities - Teachers will produce videos sharing the promotion of cultural events with sister school.	Whole Year	70% teachers can have better understanding of the pedagogy adopted in different education systems through feedback.	Feedback from teachers	Person-in-charge of the Campus Website	\$90,000.00
	Online collaborative activities - Teachers will produce videos sharing the information of our Cross-Curricular Activities with sister school.	Whole Year	70% teachers can have better understanding of the pedagogy adopted in different education systems through feedback.	Feedback from teachers	Person-in-charge of RAC (Reading Across Curriculum)	\$30,000.00
					Total:	\$225,000.00

Plan for the use of the One-off Grant for Supporting the Implementation of the Senior Secondary Subject Citizenship and Social Development 2022-2023

Objectives	Strategies	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
- Supporting learning and teaching - Enriching e-learning teaching resources	Procurement of relevant learning and teaching resources	09/2022-08/2023	80 % of the teachers agree relevant learning and teaching resources useful and resourceful	- Feedback from teachers - Minutes of Panel meeting	Citizenship and Social Development Panel Head	\$10,000.00
- Enhancing the learning and teaching effectiveness of CS	Organizing school-based learning activities	09/2022-08/2023	70 % of the students agree relevant activities interesting and enhancing learning	- Feedback from teachers and students - Minutes of Panel meeting	Citizenship and Social Development Panel Head and Panel members	\$10,000.00
- Supporting the implementation of the curriculum of CS	Subsidizing students' participation in the Mainland study tours / exchange activities	09/2022-08/2023	80 % of the teachers agree relevant learning and teaching resources useful and resourceful	- Feedback from teachers - Minutes of Panel meeting	Citizenship and Social Development Panel Head and Panel members	\$80,000.00
					Total:	\$100,000.00

Canossa College
Plan on the Use of the Life-wide Learning Grant
2022 - 2023 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								
No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ the appropriate box(es); more than one option can be selected) Subject Panel / Teacher-in-charge					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						I	V	P	S	C	
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														
1	Field trip	09/2022 - 05/2023	S4-S6	40	\$2,500.00	\$62.50	To organise life-wide learning activities in different KLAs.	Geography	Feedback from teachers and students	✓					Mr Lo YW
2	Interest classes	09/2022 - 05/2023	S1-S6	55	\$45,000.00	\$818.18	To organise life-wide learning activities in different KLAs.	English Language	Feedback from teachers and students	✓					Mr Chan CC
3	English Activities	09/2022 - 05/2023	S1-S6	55	\$7,000.00	\$127.27	To organise life-wide learning activities in different KLAs.	English Language	Feedback from teachers and students	✓					Mr Chan CC

4	Chinese Language choral speaking competition enrolment fee and transportation fee	09/2022 - 12/2022	S1-S5	10	\$1,900.00	\$190.00	To organise life-wide learning activities in different KLAs.	Chinese Language	Feedback from teachers and students	✓					Ms Lam WY
5	Chinese culture promotion / writing activities / Higher order thinking skill class / dubbing class	02/2023 - 05/2023	S1-S3	20	\$107,500.00	\$5,375.00	To organise life-wide learning activities in different KLAs	Chinese Language	Feedback from teachers and students	✓					Ms Lam WY
6	Chinese gifted activities	09/2022 - 05/2023	S1-S3	10	\$5,000.00	\$500.00	To organise life-wide learning activities in different KLAs	Chinese Language	Feedback from teachers and students	✓					Ms Lam WY
7	Field trip & visit	09/2022 - 05/2023	S4-S6	65	\$5,000.00	\$76.92	To organise life-wide learning activities in different KLAs	Chinese History	Feedback from teachers and students	✓					Ms Tsang SS
8	Professional workshop	09/2022 - 05/2023	S4-S6	50	\$5,000.00	\$100.00	To organise life-wide learning activities in different KLAs	C.S. & Liberal Studies	Feedback from teachers and students	✓					Mr Kwok KM
9	Coach fee in ECA	09/2022 - 08/2023	S1-S6	117	\$95,000.00	\$811.97	To cater for students' interest and abilities for stretching students' potential	OLE	Evaluation by advisors and students concerned	✓		✓			Mr Chan SH
10	Leadership training day for House Committee members	09/2022	S2-S5	36	\$1,000.00	\$27.78	To organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential	OLE	Questionnaire by students			✓		✓	Mr Chan SH
11	Service training from CYC	09/2022 - 08/2023	S2	120	\$3,000.00	\$25.00	To nurture students' positive values and attitudes	Community Youth	Feedback from advisors and students				✓		Mr Chan SH
12	Discipline event	07/2022 - 08/2023	S3-S5	80	\$9,000.00	\$112.50	To cater for students' abilities for stretching students' potential	Discipline Committee	Feedback from students					✓	Ms Chow TT
13	Catholic student leadership training camp	09/2022 - 08/2023	S1-S5	10	\$9,000.00	\$900.00	To nurture students' positive values and attitudes	Religious Affairs Committee	Questionnaire by students			✓			Mr Chu CN
14	Remedial programmes for junior forms	09/2022 - 08/2023	S1-S3	126	\$50,000.00	\$396.83	To cater for students' interests and abilities for stretching students' potential	Academic Committee	Feedback from students	✓					Mr Tsui L
15	Talks and workshops from Counselling & Guidance Committee and S1 Adventure-training	08/2022 - 08/2023	S1-S5	725	\$120,000.00	\$165.52	To nurture students' positive values and attitudes	Counselling & Guidance Committee	Questionnaire by students	✓	✓				Ms So KM
16	STEM activities, workshops, lessons and competitions	09/2022 - 08/2023	S1-S5	15	\$70,000.00	\$4,666.67	To cater for students' interests and abilities for stretching students' potential	STEM Committee	Feedback from students	✓					Mr Tsui L

17	Music: Competitions, workshops, conductors for Orchestra and Chinese Orchestra	09/2022 - 06/2023	S1-S6	360	\$151,200.00	\$420.00	To cater for students' interests and abilities for stretching students' potential	Music	Students' performance			✓			Ms Ip WM
18	Expenses for Physical Education	09/2022 - 06/2023	S1-S6	725	\$65,100.00	\$89.79	To cater for students' interests and abilities for stretching students' potential	Physical Education	Students' participation			✓			Ms Chan ML
19	National Security Education Activities	09/2022 - 06/2023	S1-S6	725	\$10,000.00	\$13.79	To nurture students' positive values and attitudes	National Education	Students' participation		✓				Ms So KM
20	Career Guidance Activities	09/2022 - 06/2023	S3-S6	485	\$53,000.00	\$109.28	To cater for students' interests and abilities for stretching students' potential	Career Guidance Committee	Feedback from students					✓	Mr Ma WK
21	S1 Spiritual Formation Day	08/2022	S1	120	\$3,000.00	\$25.00	To nurture students' positive values and attitudes	Religious Education	Students' participation		✓				Mr Chu CN
22	S4 My Life Workshop	05/2022	S4	120	\$14,000.00	\$116.67	To cater for students' interests and abilities for stretching students' potential	OLE	Students' participation					✓	Mr Chan SH
23	Activities in Experiential Learning Days	12/2022	S1-S6	725	\$200,000.00	\$275.86	To cater for students' interests and abilities for stretching students' potential	OLE	Students' participation and feedback from students	✓		✓		✓	Mr Chan SH
24	Transportation fee in activities	09/2022 - 06/2023	S1-S6	725	\$4,000.00	\$5.52	To cater for students' interests and abilities for stretching students' potential	OLE	Students' participation	✓		✓		✓	Mr Chan SH
25	Leadership training, theme-based activities, national ambassador council activities, current issues and transportation fees for activities	09/2022 - 06/2023	S1-S6	725	\$10,100.00	\$13.93	To nurture students' positive values and attitudes	Civic Education Committee	Students' participation		✓				Mr Kwok KM
26	Organising activities for students by Career Guidance Committee	09/2022 - 06/2023	S1-S6	725	\$2,500.00	\$3.45	To cater for students' interests and abilities for stretching students' potential	Career Guidance Committee	Students' participation					✓	Mr Ma WK
27	Organising activities for students by Discipline Committee	09/2022 - 06/2023	S1-S6	725	\$2,500.00	\$3.45	To cater for students' interests and abilities for stretching students' potential	Discipline Committee	Students' participation			✓			Ms Chow TT
28	Organising activities for students by Counselling & Guidance Committee	09/2022 - 06/2023	S1-S6	725	\$11,620.00	\$16.03	To cater for students' interests and abilities for stretching students' potential	Counselling & Guidance Committee	Students' participation	✓					Ms So KM
29	Mathematics Activities	09/2022 - 05/2023	S1-S6	150	\$19,400.00	\$129.33	To organise life-wide learning activities, competitions and stem activities in different KLAs.	Mathematics	Feedback from teachers and students	✓					Mr Ma KY

Sub-total of Item 1.1				8,569	\$1,082,320.00										
1.2	Non-Local Activities: To organise or participate in non-local exchange activities or non-local competitions to broaden students' horizons														
1	Subsidies to students in visit to exhibitions overseas (Science & Technology)	04/2023	S1-S5	24	\$150,000.00	\$6,250.00	To organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential	STEM Committee	Questionnaire by students	✓					Mr Tsui L
2	Service to children in China	07/2023	S3-S6	20	\$20,000.00	\$1,000.00	To nurture students' positive values and attitudes	Religious Affairs Committee	Evaluation by advisors and students		✓		✓		Mr Chu CN
Sub-total of Item 1.2				44	\$170,000.00										
Total for Category 1				8,613	\$1,252,320.00										

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

No.	Item	Purpose	Estimated Expenses (\$)
1	Maintenance of machines	To maintain machines for promoting STEM activities	\$11,400.00
2	Speakers, Strings, mallet and maintenance	To procure equipment, consumables and learning resources for promoting PE activities	\$53,100.00
3	Polypad, Balance Beam, Volleyball Stands, Health Assess and Consumables	To procure equipment, consumables and learning resources for promoting PE activities	\$80,700.00
4	Camera	To procure equipment for promoting V.A. activities	\$20,000.00
Estimated Expenses for Category 2			\$165,200.00
Estimated Expenses for Categories 1 & 2			\$1,417,520.00

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 benefitting from the Grant (%):	100%

Name of Contact Person for LWL:	Mr Chan Siu Hon
Post of Contact Person for LWL:	SGM

Annual School Plan (2022/2023) for endorsement by Incorporated Management Committee

Submitted by: _____

Ms. Anny Wong
Principal
Canossa College

Endorsed by: _____

Ms. Catherine Wong
Chairperson of IMC
Canossa College

Date: 21/10/2022