



TWGHs Kap Yan Directors' College
Annual School Plan
2022-2023

I. School Mission

The mission of the Tung Wah Group of Hospitals in education is to provide comprehensive and multifarious services to children and young people to enable them to exert their full potentialities and, eventually, to serve the community. To this end, we are committed to achieving an all-round development in our young generation through the provision of a congenial learning environment.

We devote ourselves to nurturing our students various potentials and abilities, so as to equip them well for a fast-and ever-changing future. We lay emphasis on developing in our students the capability for independent thought and on fostering a forward-looking attitude towards life, that they may acquire the right values to serve the society and the country.

We champion the professional enhancement of our teachers, and we cherish team spirit. Ceaselessly we endeavour to raise the standard of our teachers and to improve the school's teaching and learning efficacy. We aspire to establish a fine partnership with the parents and community alike, so that we can all work together towards the students' growth and development.

II. School Goals

1. To enhance learning and ability
2. To edify self and others
3. To proffer whole-heartedly
4. To serve the community

III. Issues to be addressed

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> ■ The majority of the students are of high academic abilities. They are obedient and willing to learn. ■ Students' overall ability is above average, resulting in satisfactory academic performance and public examination results. ■ School has been well developed to provide all-round education which provides opportunities for student developing their generic skills. ■ Most teachers are very experienced and well aware of students' needs. They work effectively and constructively for strategies to improve teaching and learning. They are 	<ul style="list-style-type: none"> ■ There is great diversity of abilities among students. There is more room for improvement on the homework policy. ■ Many students are examination-oriented. ■ Many students are not motivated and confident enough to excel themselves to the full and they need learning skills, e.g. time management and reading skills. ■ There is a room for improvement on the expectation management skills of higher-form students. There is a discrepancy between the reality and the expectations of theirs and their parents'. 	<ul style="list-style-type: none"> ■ New principal and teachers are energetic to drive the school forward. ■ External professional support will help to improve overall teaching and learning in school. ■ There is rich support from TWGHs in terms of funds and other support like educational psychologist, speech therapist, numerous whole-person development programmes and some TWGHs elite nurturing programmes. ■ The EDB offers resources and support on e-learning, STEM education, extra manpower, gifted education, etc. 	<ul style="list-style-type: none"> ■ Coronavirus Disease 2019 (COVID-19) has caused a lot of challenges to school administration including learning schedule, timetabling, examination arrangements, student' emotion and parenting problem. ■ As Mainland students fail to return to Hong Kong, the support given to the cross-border students is limited. Their interpersonal relationships with the local students are not close. It is a challenge to teachers to build a sense of unity within the class. ■ With the decline of cross-border student population in the North District, it is foreseeable that the competitions among schools in the district for S1 entry may be

Strengths	Weaknesses	Opportunities	Threats
<p>willing to learn and apply the technology of e-learning into their teaching.</p> <ul style="list-style-type: none"> ■ The average age of the teachers becomes younger and the teaching staff is more energetic. ■ Good class discipline facilitates efficient and effective teaching and learning. ■ Teacher-student relationship is generally good. Most colleagues are willing to help students in need. ■ The school provides numerous opportunities for students to showcase their talents, enabling students to develop their talents, sense of confidence and achievement. 	<ul style="list-style-type: none"> ■ The English learning environment in the school campus needs further enhancement. ■ Students in North District have less exposure to metropolitan experiences and some have insufficient family support. ■ More new teachers are employed and assistance and guidance needs to be provided to ensure teaching effectiveness. 	<ul style="list-style-type: none"> ■ Our school, popular among local parents, has good connection with other schools in the district. 	<p>keen.</p> <ul style="list-style-type: none"> ■ Due to the pandemic period, students seem to lack resilience, self-management skills and social skills. Stress among students and gives rise to mental health issues. ■ Problematic internet use and internet addiction cause different behavior problem in school. ■ The high requirements on student abilities in the HKDSE have proved that subjects must review and improve their curricula to nurture students progressively from junior forms. ■ A number of experienced senior teachers will retire within 5 years, and hence giving rise to the urgency for succession planning.

1. Area of Concern 1 : To help students build positive emotions, enhance personal resilience, and nurture them with positive values and life competencies.

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
a) To enhance the sense of accomplishments among students	<ul style="list-style-type: none"> ■ To enhance the Kap Yan Whole Person Development Scheme and encourage holistic development of our students and the pursuit of excellence. 	<ul style="list-style-type: none"> ■ At least 2 promotion activities ■ Exceeding 80% of students make the reflection in the form teacher period. ■ Over 70% of students are actively engaged in school activities. ■ Form Teachers' observation ■ Student's WPDA record 	<ul style="list-style-type: none"> ■ FT's feedbacks collected from FT meetings. ■ Stakeholders' Surveys (parents) ■ Check on the number of students who join the scheme and awarded. ■ 	9/2022 – 7/2023	Student Support Network (Gifted Education Committee)	
	<ul style="list-style-type: none"> ■ Appreciate and recognise students' effort and achievements through more some incentive programmes, 	<ul style="list-style-type: none"> ■ Organise sharing session in the morning assembly to recognise 	<ul style="list-style-type: none"> ■ APASO ■ questionnaire 		Vice Principal (S.G), Head of various Departments and Subject	Administrative & IT support

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	<p>direct praise to reinforce positive behaviours.</p> <ul style="list-style-type: none"> Teachers workshop on students' appreciation 	<p>students' effort.</p> <ul style="list-style-type: none"> Students demonstrate confidence, positive self-image At least one teachers' training workshop 		9/2022 – 7/2023	ESDA survey team?	
	<ul style="list-style-type: none"> To explore students' potentials via various ECA activities and leadership training programmes. Provide opportunities for students to participate in outside programs, awards, scholarship training courses, serve as leaders and explore their potentials (MCs, ambassadors; school teams) 	<ul style="list-style-type: none"> Observation of students' performance in and out of the school Positive response in APASO 	<ul style="list-style-type: none"> ECA records Gifted Programme records of students 		Gifted Education Group, ECA head	
	<ul style="list-style-type: none"> Join a 3-year Child Development Fund 	<ul style="list-style-type: none"> Over 70% of positive 	<ul style="list-style-type: none"> Questionnaires after activities 		Vice Principal (S.G), Head of	Administrative & IT support

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	(CDF) project to assist S2-3 disadvantaged students to draw up their personal development plans.	response of participants and parents towards the programme			Careers Department	
b) To build positive mind (emotions, attitudes and values) while enhancing personal resilience with a healthy body.	<ul style="list-style-type: none"> ■ Positive values will be reinforced by different subjects in the curriculum 	<ul style="list-style-type: none"> ■ Students show positive values especially empathy and respect towards others 	<ul style="list-style-type: none"> ■ Reports from different subjects 			
	<ul style="list-style-type: none"> ■ To help students build positive values via Form Teacher's Periods, hall assemblies and annual moral themes. ■ The Tung Wah Moral Education Curriculum will continue in junior forms. 	<ul style="list-style-type: none"> ■ Survey with students ■ Feedback from participating students 	<ul style="list-style-type: none"> ■ FT's feedbacks collected from FT meetings. ■ Feedback collected from TW Moral Education Curriculum 	9/2021 – 7/2022		
	<ul style="list-style-type: none"> ■ A Values framework will be set for the whole school and be implemented in Form Teacher's Period by Form Teachers and the 	<ul style="list-style-type: none"> ■ In collaboration with the Pastoral Care Committee, no less than 70% of Form teacher 	<ul style="list-style-type: none"> ■ FT's feedbacks collected from FT meetings. 		Student Support Network (Vice Principal (S.G), Head of Discipline,	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	collaboration of departments	period are provided with an aim to develop students' positive values and attitudes.			Guidance and Moral Education)	
	<ul style="list-style-type: none"> ■ School campus will be decorated with more display of positive quotes 	<ul style="list-style-type: none"> ■ Students design positive quotes and show them on each floor. Students will finish two wall paintings this year. 	<ul style="list-style-type: none"> ■ APASO ■ Questionnaire ■ Stakeholders' Surveys(parents) 		Vice Principal (S.G), and Moral Education Board	
	<ul style="list-style-type: none"> ■ Whole-school mass programmes and growth groups will continue to strengthen students' ability to face adversity 	<ul style="list-style-type: none"> ■ Provide training workshops and activities for students to enhance their interpersonal skills and mental health. ■ Over 70% of students agree guidance week successfully 	<ul style="list-style-type: none"> ■ APASO ■ Questionnaire ■ Stakeholders' Surveys(parents) 		Vice Principal (S.G), and Guidance Board	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
		promoted positive values to schoolmates.				
	<ul style="list-style-type: none"> The emphasis on maintaining good physical fitness with regular practice initiated by PE department will continue. 	<ul style="list-style-type: none"> 70 % Students demonstrate satisfactory physical fitness in assessments 	<ul style="list-style-type: none"> Stakeholders' Surveys(parents) Reports from PE Department 		Head of PE Department	
	<ul style="list-style-type: none"> Healthy School Projects and programmes will continue to promote overall wellness of students. 	<ul style="list-style-type: none"> Over 70% of positive response towards various programmes 	<ul style="list-style-type: none"> Report from TWGHs CROSS Centre and Joyful@HK programme 		Coordinator of Healthy School Project, and Guidance Board	
	<ul style="list-style-type: none"> To strengthen teacher-student relationships and peer mutual support via class building, school activities and competition. A stronger sense of belonging to the school can be developed. Various Form activities 	<ul style="list-style-type: none"> Organise the Failure Education Day for F.5 and F.6 students. Over 70% of positive response towards various programmes 	<ul style="list-style-type: none"> APASO Questionnaire Questionnaires after activities FT's feedbacks collected from FT meetings. 		Student Support Network (Vice Principal (S.G), Head of Discipline, Guidance and Moral Education)	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	focusing on building positive thinking and growth mindset will be tailor-made for Senior Form students.					
	<ul style="list-style-type: none"> Form 1 students are required to join at least one internal team-based activity or uniform group to unleash students' potential and nurture their teamwork spirit. 	<ul style="list-style-type: none"> Over 80% of F1 students join 1 team-based activity or uniform group 	<ul style="list-style-type: none"> ECA records Questionnaire 		ECA head	
c) To build positive relationships and a caring and inclusive school environment	<ul style="list-style-type: none"> To strengthen the sense of belongings of different stakeholders through school celebration activities. Collaboration of Student Support Network among departments will be further strengthened to provide pastoral care support. 	<ul style="list-style-type: none"> Positive response in APASO 	<ul style="list-style-type: none"> APASO Questionnaire 	9/2022 – 7/2023	Student Support Network (Vice Principal (S.G), Head of Discipline, Guidance and Moral Education)	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	<ul style="list-style-type: none"> ■ Caring campaigns with gifts and encouraging words to promote positive relationships will be initiated. 	Positive response in APASO	<ul style="list-style-type: none"> ■ APASO ■ Questionnaire 		Vice Principal (S.G), Guidance Board	
	<ul style="list-style-type: none"> ■ To help build positive emotions and enhance personal resilience through various activities with the use of Life-wide Learning Grant and collaboration with different partners and organisations. 	Positive response in APASO	<ul style="list-style-type: none"> ■ APASO ■ Questionnaire 		Different departments and subjects	
d) To build capacity in all teachers the ability to implement positive education.	<ul style="list-style-type: none"> ■ Teachers' awareness and professional abilities in implementing positive education will be increased through school-based professional development (e.g. Staff Development Day) and Form Teacher's Meeting 	At least 2 SD Day to promote positive education this year. Teachers demonstrate ability to implement class building strategies and students demonstrate positive emotions in their daily lives.	<ul style="list-style-type: none"> ■ Observation of FT's performance ■ APASO ■ Questionnaire 		Vice Principal (S.G) , Head of Guidance, Discipline and Moral Education, Moral Education Board	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
To provide parent education on nurturing students' growth positively.	<ul style="list-style-type: none"> ■ Organise talks and provide platforms for parents to learn the ways to nurture students' growth 	<p>At least 2 workshops or sharing for parents.</p> <p>Parents have positive feedback towards positive education</p>	<ul style="list-style-type: none"> ■ Stakeholders' Surveys(parents) ■ Collection from views from parent groups 		Vice Principal (S.G), PTA	

2. Area of Concern 2 : To equip students as proactive, independent and purposeful learners through school curriculum, life-wide learning activities and community services.

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
a) To enable students to solve problems independently	<ul style="list-style-type: none"> ■ Strengthen students' interpersonal communication, critical thinking and problem-solving skills via various life-wide learning programmes. ■ To cultivate students' innovation and skills in technology via STEAM education and startup curriculum (Entrepreneurship Program). 	<ul style="list-style-type: none"> ■ Students exhibit positive reflections towards their own learning in WPDA. ■ Each subjects and boards held at least one LWL activities for students. ■ Over 70% of students have positive impact on students after their participation of life-wide learning programmes. ■ The number of students who join the STEAM education competition and programme. ■ Over 70% approval rates from the questionnaire of Entrepreneurship Program 	<ul style="list-style-type: none"> ■ Students' performance in examination and tests ■ Stakeholders' Surveys (teachers and students) ■ Reflections of students from the life-wide learning programmes ■ Questionnaire of ENT program 	9/2022 – 7/2023	<p>Gifted Education Group</p> <p>Board and subject heads</p> <p>STEM coordinator</p> <p>ENT coordinator</p>	LWL Grant & Student Activities Fund
b) To nurture students to be proactive learners and develop confidence	<ul style="list-style-type: none"> ■ To cultivate students' motivation for active learning and self-directed learning. ■ Refine the pedagogy approach with the introduction of 	<ul style="list-style-type: none"> ■ Every teacher will try to use e-Learning strategies in their lessons. ■ Students and teachers are familiar 	<ul style="list-style-type: none"> ■ Lesson observation ■ Students' performance in examination and tests 	9/2020 – 7/2021	<p>Vice Principal (T&L), IT Coordinator and Subject Panel Heads</p>	ECIT Grant

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	<p>e-Learning and setting up e-Learning Team from different core subjects: (e.g. Use of E-learning platforms and apps) to encourage students' learning incentives and teacher-student interaction, enhance students' ability of self-learning, etc.)</p>	<p>with the TEAMS platform.</p> <ul style="list-style-type: none"> ■ Students in general exhibit improvement in learning outcomes and performance in class. 	<ul style="list-style-type: none"> ■ Feedback from teachers and students ■ APASO Questionnaire ■ Stakeholders' Surveys ■ Assignment inspection 			
	<ul style="list-style-type: none"> ■ To encourage self-learning, some measures will be adopted in some subjects including: ■ Some extended modules and self-learning modules will be included. ■ Tailor-made pre-lesson and after-lesson assignments will be added. ■ Student-centre teaching with the use of projects, self and peer assessments are included to encourage students' independent learning and creating a collaborative learning atmosphere ■ Encourage more able students to attempt extra challenging materials, join various competitions and programmes ■ To enrich the English atmosphere through a variety of 	<ul style="list-style-type: none"> ■ Over 70% of students show interest in learning and try their best to participate in class. ■ Students demonstrate confidence towards their learning ■ The Form-based Project continues. At least two forms are having one project each in the year so as to prepare students for different learning skills. ■ Each board and subjects will join at least one external activities/competition in this year. 	<ul style="list-style-type: none"> ■ Students' performance in examination and tests ■ Feedback from teachers and students ■ APASO Questionnaire ■ Assignment inspection 	<p>9/2022 – 7/2023</p>	<p>Vice Principal (T&L), IT Coordinator, Academic Board and Subject Panel Heads</p>	<p>CEG</p>

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	<p>English activities and collaboration across subjects.</p> <ul style="list-style-type: none"> ■ Opportunities for students via talent programmes to develop their potentials and boost confidence will continue. 		<ul style="list-style-type: none"> ■ ECA records ■ Gifted Education Records 		OLE (ECA Board) Gifted Education Group	
<p>c) To nurture students to be purposeful learners by catering their diversity and different abilities.</p>	<p>The existing strategies on catering for learner diversity will continue. These include enhancement and remedial classes.</p> <p>Appropriate teaching strategies will be adopted to facilitate students' learning. These may include:</p> <ol style="list-style-type: none"> a) scaffolding of concept building and tasks, cultivation of learning skills (e.g. use of concept maps and graphic organisers) and more effective use of questioning and classroom activities, etc. b) designing diversified assignments to improve student learning outcomes. c) adjusting teaching progress and level of difficulties of quizzes and test papers. d) giving feedback to let students understand their learning and set learning goals. e) Wise use of Life-wide Learning Grant to nurture students in different talents 	<ul style="list-style-type: none"> ■ Each subject arranges remedial class for students after school. Students in general exhibit improvement in learning outcomes. ■ Students demonstrate confidence towards their learning 	Teachers' observation	9/2022 – 7/2023	Vice Principal (T&L), IT Coordinator and Subject Panel Heads	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
d) To enhance students' learning ability	<ul style="list-style-type: none"> ■ To enhance teachers' professional development to elevate teaching efficacy and effectiveness. ■ Promoting a culture of professional sharing and collaboration within core subjects by encouraging to conduct common lesson preparation so that teachers can learn from one another. 	<ul style="list-style-type: none"> ■ Students demonstrate ability in mastering various learning skills in their daily learning. ■ Joint lesson preparation period is arranged in junior Chinese, English and Mathematics to promote a culture of professional sharing. 	<ul style="list-style-type: none"> ■ Students' work ■ Feedback from teachers and students ■ Joint lesson preparation record 	9/2022 – 7/2023	Vice Principal (T&L), IT Coordinator and Subject Panel Heads	
e) To develop students' passion for and incentives in learning	<ul style="list-style-type: none"> ■ To engage students in the learning process, cross-curriculum collaboration will be encouraged to increase students' incentives and interests in learning ■ To build students' self-confidence and widen their horizons by encouraging students to join more internal and external competitions. 	<ul style="list-style-type: none"> ■ Students in general exhibit improvement in learning outcomes. ■ The numbers of students who join different external programme /activities and competitions. 	<ul style="list-style-type: none"> ■ APASO ■ Questionnaire ■ Activities/competition records 	9/2022 – 7/2023	Vice Principal (T&L) and Academic Board	
f) To nurture students to be purposeful learners by guiding them to make life planning under different learning stages	<ul style="list-style-type: none"> ■ School-based life-planning programmes and strategies will continue to arouse their awareness of education opportunity. 	<ul style="list-style-type: none"> ■ Students demonstrate clearer goals and a better understanding towards their learning and future paths ■ Positive response in APASO 	<ul style="list-style-type: none"> ■ Students made positive feedback at the students' questionnaires of various career and life planning activities and Form Teacher Periods. ■ APASO ■ Questionnaire 		Career Guidance Board	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
g) To further promote a reading culture of the school via collaboration across the curriculum, book sharing and related activities.	<ul style="list-style-type: none"> ■ Collaborate with different subjects and hold some theme-based activities like students' book sharing sessions. ■ Continue to hold activities like book fair, writers' talks and teachers' book recommendations. 	<ul style="list-style-type: none"> ■ No. of books borrowed from the school library. ■ The usage of eRead Scheme ■ At least 2 reading activities in each semester to promote reading atmosphere. ■ Reading competition will be organised for individual and different forms students. 	<ul style="list-style-type: none"> ■ Stakeholders' Surveys ■ Form Teachers' observation ■ Reading competition record 	9/2022 – 7/2023	Library Head and teacher	

3. Area of Concern 3 : To unleash the potentials of students and strengthen the cohesion among different stakeholders of the school through the 40th anniversary celebratory activities.

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<p>a) To rally the support and encourage the participation of all teachers, students, parents, alumni and other stakeholders so as to strengthen their sense of belonging to our school and let them share in the joy of our celebration.</p>	<ul style="list-style-type: none"> ■ Different departments and subjects organizes activities and programs with the elements of the 40th Anniversary (i.e. Legacy, Innovation, Brilliance and Companionship) throughout this academic year. ■ Invite parents, alumni and other stakeholders to attend the anniversary celebration activities, appreciate students' learning achievements in the KLA room, and participate in the Game Stalls and Gala. ■ Students can support and participate in this Anniversary Celebration and express their gratitude to the school. 	<p>Stronger sense of belonging could be perceived from our students.</p> <p>Positive feedback from other stakeholders.</p>	<p>Observation of students' performance.</p> <p>Questionnaires related to 40th Anniversary celebratory activities and programs..</p>	<p>9/2022 – 7/2023</p>	<p>Members of the 40th Anniversary preparatory committee</p> <p>Board and subject heads</p>	<p>LWL Grant & Student Activities Fund</p>

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<p>a) To showcase students' learning outcomes through diversified anniversary celebratory activities.</p>	<ul style="list-style-type: none"> ■ Teachers provide a chance to students to play to their strengths and feel included and valued through preparation of the celebration activities. ■ During the ceremony and the Open Day, we will showcase students' achievements and good work towards the festivities on the day of the celebrations. ■ Students' learning outcomes will be exhibited through diversified preparations and celebratory activities, e.g. Logo design competition, florist class, musical etc. 	<ul style="list-style-type: none"> ■ Positive feedback from different stakeholders. ■ Positive feedback from guest and visitors. 	<ul style="list-style-type: none"> ■ Self-reflection ■ Observation ■ Questionnaires ■ Feedback from guest and visitors. 	<p>9/2022 – 7/2023</p>	<p>Members of the 40th Anniversary preparatory committee</p> <p>Board and subject heads</p>	<p>LWL Grant</p> <p>Donation by stakeholders of the school</p>
<p>c) To strengthen external and community relations.</p>	<ul style="list-style-type: none"> ■ To organize the Kap Yan Information Day for primary students and parents in order to promote the image of the school so as to strengthen external relations. ■ To invite the public to attend our 40th Anniversary Ceremony, 	<ul style="list-style-type: none"> ■ Positive feedback from guest and visitors. 	<ul style="list-style-type: none"> ■ Observation ■ Questionnaire on Kap Yan Info Day. ■ Feedback from guest and visitors. 	<p>9/2022 – 7/2023</p>	<p>Coordinator of External Liaison Board.</p> <p>Members of the 40th Anniversary preparatory</p>	<p>LWL Grant</p>

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	<p>KLA display rooms and Gala Performance at the playground which will be set up with game stalls for visitors to learn about our school, and to strengthen external and community relations.</p>				committee	
<p>d) To review the developments and history of the school in the past 40 years as well as inheriting the school culture.</p>	<ul style="list-style-type: none"> ■ The School History Gallery will be set up on the ground floor to review the development and history of the school. ■ The school magazine will also publish the different growth and significant events, including collaboration from alumni and present and retired colleagues. 	<ul style="list-style-type: none"> ■ Positive feedback from guest and visitors. ■ Positive feedback from students. 	<ul style="list-style-type: none"> ■ Observation ■ Questionnaire ■ Feedback from guest and visitors. 		Members of the 40th Anniversary preparatory committee	<p>Donation by our alumni</p> <p>Documents related to the developments and history of the school.</p>

TWGHs Kap Yan Directors' College
Plan On Use of Capacity Enhancement Grant
(2022/2023)

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in-charge
1. Curriculum development	To produce teaching materials for teachers	To employ 1 school development assistant to take up part of the administrative works of the teachers and to prepare teaching materials for the teachers	Teachers' workload in the preparation of teaching aids will be relieved	Sept 2022 – Aug 2023	Salary for 1 school development assistant: \$185,094.00 [about \$14,690 per month x 12 months x 1.05 (MPF)] x 1	On average, reducing 40 hours of non-teaching workload from each teacher throughout the year	Performance appraisal on the assistant	SUM

Accumulated Surplus B/F from 2021/22	=	\$	0	(a)	
For 2022/23 :					
Revenue	=	\$	654,502.00	(b)	
Estimated Expenditure	=	\$	185,094.00	(c)	
Estimated Surplus	=	\$	469,408.00	(d) = (b) – (c)	
Accumulated Surplus for 2022/23	=	\$	469,408.00	(e) = (a) + (d)	(Carried forward for use in EOEBG)

TWGHs Kap Yan Directors' College
Plan On Use of Fractional Post Cash Grant
(2022/2023)

The EDB has approved the school to opt for a cash grant for the 0.8 teaching staff entitlement under the approved staff establishment of 2022/23, and to make use of the grant according to the needs of the school. The EDB allows schools to retain 3 times the annual provision of the school year in which the grant is provided, and any excess will be clawed back by the EDB.

Strategy / Task	Resources Required
To employ 1 TA	Salary of 1.2 TA for 1 year = \$29,2471.20 [(16,580 x 1.05 x 12) x 1.2]

Accumulated Surplus B/F from 2021/22	=	\$	248,458.96	(a)	
For 2022/23 : Revenue	=	\$	0.00	(b)	
Estimated Expenditure	=	\$	250,689.60	(c)	
Estimated Deficit	= -	\$	2,230.64	(d) = (b) – (c)	(Covered by Surplus from TRG 2021/22)
Accumulated Surplus for 2022/23	=	\$	0.00	(e) = (a) + (d)	

WGHs Kap Yan Directors' College
Learning Support Grant for Secondary Schools
(2022/2023)

In the 2008/09 school year, the Education Bureau started to provide 'Learning Support Grant for Secondary Schools' for schools to cater for the needs of students with special educational needs.

Strategy / Task	Resources Required	
1. To employ 0.6 TA to assist to support students with SEN	Salary of 0.6 TA for 1 year	= \$125,344.80 [(16,580 x 1.05 x 12) x 0.6]
2. To organize guidance groups with service provider for students with special educational needs to enhance their study skills, social skills and skills in managing emotions.	COP services for students requiring emotional support	\$ 70,000.00
	CP Services for MI Students	\$ 45,000.00
	Careers Workshop	\$ 15,000.00
	Mood enhancement program	\$ 1,000.00
	Arts Therapy	\$ 6,500.00
	Music Therapy	\$ 8,000.00

Accumulated Surplus B/F from 2021/22	=	\$	61,678.72	(a)	
For 2022/23 : Revenue	=	\$	232,275.00	(b)	
Estimated Expenditure	=	\$	270,844.80	(c)	
Estimated Deficit	= -	\$	38,569.80	(d) = (b) - (c)	(Covered by Surplus from 2021/22)
Accumulated Surplus for 2022/23	=	\$	23,108.92	(e) = (a) + (d)	(Carried forward for use in 2022/23)

TWGHs Kap Yan Directors' College
Plan on Use of Diversity Learning Grant
(2022/2023)

The Diversity Learning Grant is provided by the EDB to schools annually upon application, starting from 2009/10 school year, to support the diversification of New Senior Secondary School Curriculum.

Strategy / Task	Resources Required	
Other Programmes:		
(a) Network Programme for S.4 and S.6 Students	S.6 Music	\$ 61,600.00
	Subsidy for attending concerts for DSE course students	\$ 2,000.00
(b) Gifted Education Programmes	English Course x 1	\$ 30,000.00
	Chinese Course x 1	\$ 9,000.00
	Mathematics Course x 1	\$ 2,000.00
	Subsidy for Talents Programme	\$ 8,000.00

Accumulated Surplus B/F from 2021/22	=	\$ 63,778.00	(a)	
For 2022/23 : Revenue	=	\$ 98,000.00	(b)	
Estimated Expenditure	=	\$ 112,600.00	(c)	
Estimated Deficit	= -	\$ 14,600.00	(d) = (b) – (c)	(Covered by Surplus from 2021/22)
Accumulated Surplus for 2022/23	=	\$ 49,178.00	(e) = (a) + (d)	(Carried forward for use in 2022/23)

TWGHs Kap Yan Directors' College
Plan on School-based After-school Learning and Support Programme
(2022/2023)

Name of Activity	Objectives of the Activity	Period/Date Activity to be held	Target Group and Estimated no. of grant beneficiaries #	Estimated expenditure (\$)	Name of partner/service provider (if applicable)
(1) Study Skills Enhancement classes	To help students with difficulties in learning the subjects to catch up with the main stream	Classes on 10 Saturdays	60 students of S.1 – S.3 with unsatisfactory results in tests and examinations	\$450 x 60 = \$27,000	
(2) Kap Yan Whole Person Development Programme for S.1 – S.3	To provide students with more opportunities to widen their exposure	Oct 2022 – May 2023	Subsidy for 60 students at Junior Secondary Level	\$450 x 68 = \$30,600	
(3) Kap Yan Leisure and Cultural Appreciation Programme for S.4 – S.6	To provide students with more opportunities to widen their exposure	Oct 2022 – May 2023	Subsidy for 55 students at senior secondary level	\$400 x 55 = \$22,000	
(4) Capacity Enhancement Programmes for students	To enhance the self-esteem of students and to build up leadership skills at an early stage	Oct 2022 – May 2023 Programmes for S.1-5 including seminars and workshops	Subsidy for 100 students with about 20 students from each of S.1 – S.5	\$416 x 100 = \$41,600	

Note: # Grant beneficiaries – referring to target students in receipt of CSSA/SFAA full grant and disadvantaged students identified by the school.

Accumulated Surplus B/F from 2021/22	=	\$	167,201.00	(a)	
For 2022/23 :					
Revenue	=	\$	121,200.00	(b)	
Estimated Expenditure	=	\$	121,200.00	(c)	
Estimated Surplus	=	\$	0.00	(d) = (b) – (c)	
Accumulated Surplus for 2022/23	=	\$	167,201.00	(e) = (a) + (d)	(Carried forward for use in 2022/23)

TWGHs Kap Yan Directors' College
Plan on Use of Sister School Scheme Grant
(2022/2023)

The Grant for the Sister School Scheme is provided by the EDB to school that has formed sister schools with its counterparts in the Mainland at 2018/19 school year after the Pilot Scheme from 2015/16-2017/18. Schools are encouraged to plan long-term sister school exchange activities to enrich students' learning experiences and foster teachers' professional development. It is a recurrent grant at the amount of \$150,000 per school (adjustment according to Composite Consumer Price Index).

Strategy / Task	Resources Required
1. To employ 0.15 TA	Salary of 0.15 TA for 1 year = \$30,769.20 [(16,280 x 1.05 x 12) x 0.15]
2. Exchange and Discussion through video Conference	Purchase of facilities and devices for video Conferencing = \$50,000.00
3. Preparation for Sister School Study Tour	Purchase of Tour Guide System for future Sister School Study Tour = \$80,000.00

Accumulated Surplus B/F from 2021/22	=	\$	92,447.48	(a)	
For 2022/23 :					
Revenue	=	\$	159,954.00	(b)	
Estimated Expenditure	=	\$	160,769.20	(c)	
Estimated Surplus	=	\$	815.20	(d) = (b) – (c)	
Accumulated Surplus for 2022/23	=	\$	91,632.28	(e) = (a) + (d)	(Carried forward for use in 2022/23)

TWGHs Kap Yan Directors' College
Plan on the Use of the Promotion of Reading Grant
(2022/2023)

The Promotion of Reading Grant is provided by the EDB to school starting from 2018/19 school year. Schools are encouraged to extend “Reading to Learn” to “Reading across the Curriculum” and “Language across the Curriculum” with a view to broadening students’ knowledge base and connecting their learning experiences in different subjects.

Strategy / Task	Resources Required
1. Enrich library resources in response to the latest development in reading and the curricula of different KLAs	Purchase of Printed Books = \$70,000.00
2. Enrich the reading environment and promote the library reading award scheme	Design and print the Library Reading Log Book = \$30,000.00

Accumulated Surplus B/F from 2021/22	=	\$	49,685.15	(a)	
For 2022/23 :					
Revenue	=	\$	74,646.00	(b)	
Estimated Expenditure	=	\$	100,000.00	(c)	
Estimated Deficit	= -	\$	25,354.00	(d) = (b) – (c)	(Covered by Surplus from 2021/22)
Accumulated Surplus for 2022/23	=	\$	24,331.15	(e) = (a) + (d)	(Carried forward for use in 2022/23)

**Life-wide Learning Grant
Plan on the Use of the Grant
(2022/2023)**

Annex VIII

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.

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
Category 1 To organise / participate in life-wide learning activities											
1.1 To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness (e.g. field trips, arts appreciation, visits to enterprises, thematic learning day)											
English	Speech Festival	To nurture students' interest in poem appreciation and speaking confidence.	Oct 2022 - Dec 2022	S1 - S6 Students	Results of students' performance.	\$150 X 30 Students = \$4,500	✓				
	UNESCO Debating Competition	To horn students' debating skills and enhance their speaking confidence.	Oct 2022 - May 2023	S1 - S5 Students	Results of student's performance.	\$200 X 5 levels = \$1,000	✓				
	Chamber Debate Course	To horn elite students' debating skills and enhance speaking confidence.	Oct 2022 - May 2023	S4 Students	Students' feedback and teacher's evaluation.	\$3,200 X 3 Students = \$9,600	✓				

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)					
							I	M	P	S	C	
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences					
English	S1 & S2 Culture Fun Day	To increase students' exposure on German culture through fun activities.	Jul 2023	S1 and S2 Students	Students' feedback and teacher's evaluation.	\$40,000	✓					
	S3 Museum Visit	To enhance students' knowledge in heritage preservation through visiting a local museum.	Jan 2022	S3 Students	Students' feedback and teacher's evaluation.	\$250 X 100 Students = \$25,000	✓					
	S4 Drama Show	To nurture students' interest in drama appreciation through watching a show.	Mar 2022	S4 Students	Students' feedback and teacher's evaluation.	\$100 X 150 Students = \$15,000	✓					
	NESC 21st Century Cup Public Speaking Competition	To enhance students' speaking skills and confidence.	Jan 2023- May 2023	S1 - S5 Students	Students' feedback and teacher's evaluation.	\$200 X 20 Students = \$4,000	✓					

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Chinese	KYD Literature Award (2022-2023)	<ol style="list-style-type: none"> Through different types of literary activities, students are trained to observe, analyse, appreciate, and create abilities. Through literary reading and writing competition, students can improve their language proficiency and broaden their literary horizons. 	2022 - 2023	All Students	<ol style="list-style-type: none"> Literary Creation. Competition Results. 	\$4,050	✓				
Chinese	74 Hong Kong Schools Speech Festival (2022)	<ol style="list-style-type: none"> To increase students' competency and aesthetic ability. To enhance students' language skills and speaking confidence. 	Nov 2022	All Students	Awards, results and comments in the competition	\$3,000	✓				
	Chinese Competition 「甲寅足跡」活動	<ol style="list-style-type: none"> Enhance students' sense of belonging to our school. Enhance students' creativity. 	Sep 2022	All Students	Competition results	\$2,500	✓	✓			
	Drama 話劇欣賞	Enhance students' knowledge in Chinese culture and Chinese Language.	Oct 2022	S4 Students		\$1,000	✓				

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Chinese Literature	Local Literary Tour 文學考察活動	1. To enhance students' integrated skills of literary reading and writing. 2. To improve students' language proficiency and broaden their literary horizons. 3. To enhance students' creativity.	Apr 2023	All Students	Articles written by the participants.	\$1,000	✓				
	Video Making – Introduction of Chinese Writers 作家介紹影片製作	1. To broaden students' literary horizons. 2. To enhance students' interest towards Chinese Literature.	2022 - 2023	All Students	Videos made by students.	\$0					
PTH	Mandarin recitation training class	To nurture students' interest in poem appreciation and speaking confidence.	Oct 2022 & Nov 2022	S1 - S5 Students	Students' feedback and performance.	\$6,000	✓				
STEM	Robotics Education (Jetracer, Jetbot) Hiring services from external organization to train students as extra-curricular or after-school activities and upgrade the hardware.	1. To arouse students' interest in STEM and robotics. 2. Establish robotics team.	Whole year	Students interested (S1 - S5)	Students' comments.	\$35,000	✓				
	AIxSIXBiotech Programme Hiring services from external organization to train student in lesson time and co-teach with teachers. Visiting, workshop and talks are provided.	To develop 21th century skills of students. Provide opportunity for students to learn taste AIxSIXBiotech Education.	Whole year	All S2, S3 and selected S4, S5 Students	Students' comments.	\$300,000	✓				

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
STEM	STEM Activity Including competition, after-school activity of STEM Education	To arouse students' interest in STEM and enrich students learning experience in STEM	Whole year	Students interested (S1 - S5)	Students' comments.	\$10,000	✓				
Econ+THS	S4-S5 Business Operation Skills Workshop	<ol style="list-style-type: none"> To provide students with learning experience in order to enhance students resilience, team spirit, positive values and attitude. To broaden participants' horizons by offering them an opportunity to serve the society. 		S4 - S5 Students	<ol style="list-style-type: none"> Reflective report by student participants. Teacher's observation post-survey. 	\$20,000	✓			✓	
Tourism and Hospitality Studies	Field trips and visit to enterprises.	<ol style="list-style-type: none"> To explore and understand the relationship between individuals and society through the study of local and international tourism and hospitality trends and issues, and their social, economic and environmental impact. To appreciate the positive values and attitudes that contributes to the sustainability of the tourism and hospitality industry. 	Sept 2022- July 2023	S4 – S6 Students	Reflection and sharing after the trips.	\$9,000	✓				✓

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
	Trip to Ocean Park	To enhance their awareness of the importance of the tourism and hospitality industry to our society, the nation and the world.	Dec 2022 or Jun 2023	S4 and S5 Students	Reflection and sharing after the trip.	\$3,200	✓				✓
	Field trip to Lai Chi Wo in Dec	To appreciate the positive values and attitudes that contributes to the sustainability of the tourism and hospitality industry.	Dec	S4 and S5 Students	Reflection and sharing after the trip.	\$20,460	✓				✓
1.2	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. activities on multiple intelligences; physical, aesthetic and cultural activities; leadership training; service learning; clubs and societies; school team training; uniformed groups; military camps)										
Maths	Instructors Fee for Mathematics training team	<ol style="list-style-type: none"> 1. Provide training for Maths training team members to enhance their problem solving skill and high order thinking. 2. Cultivate students' Maths interest, stretch their potentials and boost confidence. 3. For better results in the competitions and win honour for the school. 	Oct 2022- Apr 2023	S2 - S5 Students	<ol style="list-style-type: none"> 1. Competition Results. 2. Evaluation of the performance of the classes. 	\$22,000	✓				

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
DT	Aviation training and competition	<ol style="list-style-type: none"> To nurture students' problem-solving skills, collaborative skills and career-related knowledge through participation in training To broaden students' view through collaboration with students in inter-school competition. 	Jan2023 – July2023	S2 - S5 Students	Students' evaluation & results of competition.	\$10,000	✓				✓
Chinese History	Visits and study tours	<ol style="list-style-type: none"> Cultural conservation. Ability to appreciate cultural relics. 	2022 -2023	S4 - S5 Students	1. Students' evaluation	\$3,500	✓	✓			
Student Guidance	S.1 Life Skills Camp – Campsite and Services	<ol style="list-style-type: none"> To provide adventure learning experience for S1 students and to build up their team spirit. To enhance students' resilience and to build up positive values and attitude. 	Oct. 2022	S1 Students	<ol style="list-style-type: none"> Reflective report by student participants. Teacher's observation. 	\$20,000	✓				
	S.4 Oneness Program	To provide students with learning experience in order to enhance students resilience, team spirit, positive values and attitude.	Apr 2023 or Jul 2023	S4 Students	<ol style="list-style-type: none"> Pre-survey and post-survey. Teacher's observation. 	\$25,000		✓			

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
	S.5-6 Certificate Course of Outward Bound Trainer	To train students are proactive, independent and doughty when facing difficulties.	Apr 2023 - May 2023	S4 - S5 Students	1. Reflective report by student participants. 2. Teacher's observation.	\$12,000			✓		✓
Student Guidance	Application fee for leadership training program YMCA Youth Leadership Development Scheme (YLD)	1. To provide advanced leadership training for the senior students 2. To broaden participants' horizons by offering them an opportunity to serve the society	Oct. 2022 – Aug 2023	8 Student Leaders (S4 - S5 Students)	1. Interviewing the student participants. 2. Teacher's observation and evaluation.	\$2,800	✓			✓	
	Positive Education Program	To provide students with learning experience in order to enhance students resilience, self-reflection, positive values and attitude.	Sept 2022 - Aug 2023	All students	1. Interviewing the student participants. 2. Teacher's observation and evaluation.	\$30,000	✓	✓			
	Florist class	To provide students with learning experience in order to relieve stress, and enhance students team spirit	Oct. 2022- Nov. 2022	8 Student Leaders (S3 - S5 Students)	1. Interviewing the student participants 2. Teacher's	\$10,000	✓	✓			

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
					observation and evaluation						
Gifted Education	Programmes for leadership training and widening of horizons	To develop students' potentials in leadership and nurture their positive values through activities that widen their perspectives	Sept 2022 - Aug 2023	S1 – S6 Students	Interviewing the participants	\$12,000	✓	✓			
DC	Sea Adventure Training Leader Training Activity 海上歷奇挑戰自我領袖訓練活動	1. To develop leadership among student leaders. 2. To enhance students' problem solving and cooperation skills through training activities.	Sep 2022	Prefects	Observation, questionnaire survey.	\$20,800		✓			
ECA	S2 and S3 Activity Day (Outdoor Training) (KCC)	To enhance students' problem solving and cooperation skills through outdoor training activities	Oct 2022	S2 and S3 Students	Observation, questionnaire survey.	\$32,360	✓	✓	✓		
	S4 to S6 School Picnic	To enhance students' sense of belonging through outdoor activities	Oct 2022	S4, S5 and S6 Students	Observation, classroom notice board, questionnaire survey.	@\$40 x400 = \$16,000	✓	✓			
	Kap Yanner Talent Programme	1. To develop the multiple intelligence of the students 2. To help students develop healthy hobbies	Oct 2022 - May 2023	S1 Students	1. Take attendance and the attendance rate of not less than	\$55,000			✓		

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
					80%. 2. Evaluation by the students. 3. Evaluation by the teacher responsible.						
ECA	Cross-border student activity	To provide educational ECA through online activity.	Oct 2022	S1 - S6 Students	Questionnaire survey.	\$5,000					
	S6 YES Disney Programme	To enhance students' sense of belonging to school.	Dec 2022	S6 Students	Students' feedback and teacher's evaluation.	\$30,000					
Music	Concerts / Arts related performance appreciation	To enhance students' aesthetic ability	Nov 2022 – May 2023	S1 - S4 Students	Concert report.	\$8,000			✓		
	Conductor and tutor fee for the music teams and classes: Mixed Choir (vocal training class), Handbell Teams, School Orchestra, Zheng Team, guitar, cello, violin and Yang qin class.	Cultivate students' artistic interest, train discipline, patience and self-confidence.	Nov 2022 – May 2023	S1 - S5 Students	1. Evaluation of the performance of the teams and classes. 2. Attendance reach 80% or above.	\$187,850			✓		
	Fee for piano accompanist for competitions	For better results in the competitions	Nov 2022 – May 2023	S1 - S6 Students	Competition Results.	\$2,000			✓		

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
PE	Instructor fees for School Teams (Basketball, Football, Volleyball, Handball, Badminton, Table Tennis, Athletics, Swimming, Indoor Rowing and indoor cycling)	<ol style="list-style-type: none"> To develop and refine students' sports skills. To develop students' leadership and encourage them to take care of the junior members. To build up team spirit. 	Sept 2022 – Aug 2023	Sports Team (S1 - S6 Students)	<ol style="list-style-type: none"> Training records. Teacher's evaluation. Students' evaluation. 	\$324,840	✓		✓		
PE	Entry fees for Sports Competitions	<ol style="list-style-type: none"> To enhance students' sports skills. To build up the responsibility and team spirit. To exchange sports skills and compete with sister schools. 	Sept 2022 – Aug 2023	Sports Team (S1 - S6 Students)	<ol style="list-style-type: none"> Total the number of school teams. Review the results of competitions. 	\$25,000	✓		✓		
EL	Kap Yan Ambassadors Speech Training Course	To equip KYA with confidence and fluent speaking skills in order to welcome guests decently.	Oct 2022 – Mar 2023	S2 – S5 Students	Questionnaires	\$27,000	✓				
Art	Stone painting workshop	S.6 students can learn the technique to paint on stone. After they finished painting the stone, they could put their artwork on the school campus.	2 nd term	S6 Students	<ol style="list-style-type: none"> The performance of the students and the sand art. Evaluation from the mentor. 	\$9,080	✓		✓		

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
	Campus Beautification –3D Wall Painting workshop and creation	From establishing the ideas and concepts to draw the sketch and work with the artist, students may enrich their knowledge and develop creative ideas of visual arts. Moreover, students may raise their sense of belonging to the school by participating in painting the campus.	2 nd term	S1 - S4 Students	1. The performance of the students and the entire painting process. 2. Evaluation from the artist / mentor.	\$95,700	✓		✓		
Art	Art gallery/ museum visit	Let students who are interested in Art could broaden their horizon of Visual Arts.	2nd Term	S1 - S3 Students	Worksheet or sharing.	\$6,000	✓		✓		
ENT	Social Entrepreneurship Program Hiring services from CUHK to provide a Social Entrepreneurship Program which offer a systematic and practical social entrepreneurship learning journey to equip students with the skills and mindsets of social innovation, design thinking, and social caring.	1. To equip students with skills in design thinking, social innovation, and idea pitching. 2. To inculcate the values of caring for the needy and empathy in students.		S4 - S5 Students	Students' Feedback Teachers' Observation Course Questionnaire	\$487,600	✓				
	Organizing Extended activities related to Social Entrepreneurship, i.e. Visit to Social Enterprise Summit or, extra Social Entrepreneurship Workshops.	To empower students to exercise their creativity to devise feasible solutions in response to social needs.		S4 - S5 Students	Activity Questionnaire	\$20,000	✓				

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
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							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Biology	Rearing Jellyfish program	To provide students with rearing animals experience in order to enhance students' positive values and attitude.	Whole school year	S3 - S4 Students	1. Students 'participation. 2. Teacher's observation.	\$22,000	✓				
THS+ENT +Econ (Cafe)	Café Managing Program: Drinks Course	1. To provide students with learning experience in order to enhance students resilience, team spirit, positive values and attitude. 2. To broaden participants' horizons by offering them an opportunity to serve the schools and society. 3. To develop participants' life-wide learning skills.		S4 - S5 Students	1. Reflective report by student participants 2. Teacher's observation 3. post-survey	\$15,000	✓				
	Café Managing Program: Baking Course	1. To provide students with learning experience in order to enhance students resilience, team spirit, positive values and attitude. 2. To broaden participants' horizons by offering them an opportunity to serve the schools		S4 - S5 Students	1. Reflective report by student participants 2. Teacher's observation 3. post-survey	\$15,000	✓				

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
		and society. 3. To develop participants' life-wide learning skills.									
THS+ENT +Econ (Cafe)	Café Managing Program: Handicrafts Course	1. To provide students with learning experience in order to enhance students resilience, team spirit, positive values and attitude. 2. To broaden participants' horizons by offering them an opportunity to serve the schools and society. 3. To develop participants' life-wide learning skills.		S4 - S5 Students	1. Reflective report by student participants 2. Teacher's observation 3. post-survey	\$10,000	✓				
Drama Club	Drama programme with LCSD	Enrich students' knowledge about dramatic performances, and develop their stage management techniques. This programme also provides sufficient performing opportunities for the participants.	Whole school year	S1 - S4 Students	1. Students' performance during the workshops. 2. Students' evaluation and reflections after the program.	\$14,000			✓		

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
Drama Club	40th anniversary drama performance training	Equip students with knowledge and acting performing skills for stage performance. Students are as well trained technically for providing backstage support.	Sep 2022 – Dec 2022	S1 – S5 Students	1. Students’ performance during the workshops. 2. The actual drama performance during the anniversary ceremony.	\$70,000			✓		
Stage Crew	Training and installation of Hall Lighting System	1. Provide training for students to monitor the hall lighting system. 2. Introduce advanced technology in lighting system to students. 3. Develop students’ STEM ability in terms of lighting system. 4. Develop students’ artistic sense in lighting show for drama and concert. 5. Career development of stage crew job.	2022 – 2023	S3 – S4 Students	Evaluation Form	\$200,000	✓		✓		✓

Domain	Brief Description of the Activity	Objective	Date	Target Student (Level)	Brief Description of the Monitoring / Evaluation Mechanism	Estimated Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
							I	M	P	S	C
							I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
1.3											
Music	Application Fee for Music Competitions: HK Schools Music Festival, JSMA competition, Other music competitions.	Let students with musical talents display their talents, train their patience and self-confidence, and win honor for the school.	Nov 2022 – May 2023	S1 - S6 Students	Competition Results	\$10,000			✓		
1.4 Others											
Estimated Expenses for Category 1						\$2,369,840					

Domain	Item	Purpose	Estimated Expenses (\$)
Category 2	To procure equipment, consumables and learning resources for promoting life-wide learning		
STEM	STEM equipment, consumables and learning resources	1. Conducting Cross-KLA STEM courses. 2. Supporting STEM after-school learning activities. 3. Enhancing subject-based STEM courses. 4. Developing new STEM projects.	\$10,000
PE	PE Equipment	Training and competition equipment for Sports Teams and PE classes.	\$33,750
THS+ENT +Econ (Cafe)	Café Managing Program: Coffee machines, Taiwan drinks machines and oven	Prepare for the drink course and baking course in order to serve the schools and society. To arouse students' interest in start-up program and enrich students learning experience in business and entrepreneurship areas.	\$150,000
Guidance	Gifts cards for S5 and S6 Life Education Program	Support 'S5 and S6 Life Education Program'.	\$1,000
Guidance	Farewell gifts for S6 students	Support 'S6 Power Up Day'.	\$1,700
Estimated Expenses for Category 2			\$196,450
Estimated Expenses for Categories 1 & 2			\$2,566,290

Estimated Number of Student Beneficiaries

Total number of students in the school:	915
Estimated number of student beneficiaries:	915
Percentage of students benefitting from the Grant (%):	100%

**Student Activities Support Grant
Plan on the Use of the Grant
(2022/2023)**

No.	Brief Description and Objective of the Activity	Domain ¹ (Please refer to the remark for examples of domain)	Person Times of Student Beneficiaries ²	Actual Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
					I	M	P	S	C
					I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
1. Local activities: To subsidise students with financial needs to participate in life-wide learning activities covering different KLAS / cross-KLA / curriculum areas to enhance learning effectiveness, or to subsidise students with financial needs to participate in diversified life-wide learning activities with a view to enriching the five essential learning experiences for them									
1	Music Classes - nurture students' interests in music, train their confidence and patience.	Arts (Music)	50 student	\$32,600.00	✓		✓		
2	Kap Yanner Talent Program - develop students multiple intelligence and interests.	Arts (Music and Visual Arts)	50 student	\$30,000.00			✓		
3	Activity day - Strengthen teacher-student relationships and peer mutual support -Build a stronger sense of belonging to the class	Cross-Disciplinary (ECA and Moral, Civic and National Education)	145 student	\$67,200.00		✓		✓	

¹ Applicable domain includes: Chinese Language / English Language / Mathematics / Science / Geography / History / Arts (Music) / Arts (Visual Arts) / Arts (Others) / Physical Education / General Studies / Citizenship and Social Development / Cross-Disciplinary (STEM) / Cross-Disciplinary (Others) / Constitution and the Basic Law / National Security / Moral, Civic and National Education / Values Education / Gifted Education / Leadership Training etc, if the activity does not belong to any of the above domain, please fill in the domain as appropriate.

² Person times of student beneficiaries in this column refers to the sum of student beneficiaries participating in each activity, i.e. a student beneficiary participating in more than one activity can be counted more than once.

No.	Brief Description and Objective of the Activity	Domain ¹ (Please refer to the remark for examples of domain)	Person Times of Student Beneficiaries ²	Actual Expenses (\$)	Essential Learning Experiences (Please put a ✓ in the appropriate box(es); more than one option can be selected)				
					I	M	P	S	C
					I: Intellectual Development (closely linked with curriculum) M: Moral and Civic Education P: Physical and Aesthetic Development S: Community Service C: Career-related Experiences				
4	Leadership Training Courses -Explore students potentials and develop students' leadership and organizational skills	Leadership Training	30 student	\$12,000.00	✓			✓	
5	S1 Summer English Camp -strengthen students English speaking skills and confidence via speaking activities (like drama) and visits.	English Language	40 student	\$20,000.00		✓			
6	English Bridging Course -Help students to adapt to the EMI teaching environment in Secondary School	English Language	45 student	\$24,750.00	✓				
Total				\$186,550.00					

Accumulated Surplus B/F from 2021/22	=	\$	0	(a)
For 2022/23 : Revenue	=	\$	186,550.00	(b)
Estimated Expenditure	=	\$	186,550.00	(c)
Estimated Surplus	=	\$	0	(d) = (b) – (c)
Accumulated Surplus for 2022/23	=	\$	0	(e) = (a) + (d)

TWGHs Kap Yan Directors' College
Plan On Use of Provision of One-off Grant for Supporting the
Implementation of the Senior Secondary Subject Citizenship and Social Development
(2022/2023)

The Provision of the One-off Grant for Supporting the Implementation of the Senior Secondary Subject Citizenship and Social Development is provided by the EDB to school at 2021/22 school year, to support the implementation of the curriculum of CSD as well as to support teachers in teaching CSD and conducting relevant learning and teaching activities. It is a one-off cash grant at the amount of \$300,000 per school until the end of 2023/24 school year.

Strategy / Task	Resources Required
1. To develop or procure relevant learning and teaching resources (including multi-media and e-learning resources), mobile applications and software, as well as reference materials for CSD.	Teaching Materials and reference materials for CSD = \$15,000.00
2. To organize school-based learning activities to enhance learning and teaching effectiveness of CSD.	Expenses for organizing school based learning activities for CSD = \$44,000.00
3. To subsidize students to participate in Extended Activities relating to the curriculum of CSD.	Subsidies for students to participate in Extended Activities relating to CSD = \$5,000.00
4. To subsidize students to participate in Joint School Local Chinese Culture Study Tour.	Subsidies for students to participate in Joint School Local Chinese Culture Study Tour. = \$80,000.00

Accumulated Surplus B/F from 2021/22	=	\$	281,205.86	(a)	
For 2022/23 :					
Revenue	=	\$	0.00	(a)	
Estimated Expenditure	=	\$	144,000.00	(b)	
Estimated Deficit	=	\$	-144,000.00	(c) = (a) – (b)	(Covered by Surplus from 2021/22)
Accumulated Surplus for 2022/23	=	\$	137,205.86	(d) = (c)	(Carried forward for use in 2023/24)