Delia Memorial School (Hip Wo No.2 College)

Annual Plan
2024-2025

Group Motto

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Advancement in Adversity, Harmony in Diversity

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Major Concerns 2024-2025

1. **To enhance the learning and teaching effectiveness by strengthening curriculum design, teaching pedagogy, and assessment**

2. **To foster a culture of respect, promote harmonious relationships, and cultivate responsible citizens.**

1. **Major Concern: To enhance the learning and teaching effectiveness by strengthening curriculum design, teaching pedagogy, and assessment**

Briefly list the feedback and follow-up actions from the previous school year:
(In the first year of the development cycle, schools generally do not need to complete this part, but if the major concern(s) of this development cycle is related to the previous development cycle, e.g. optimising the major concern, schools may make reference to the feedback and follow-up actions of the previous school year to formulate or adjust the work of this school year.)

Major Concern 1:

To address the concerning 40% decrease in the number of books borrowed from the library between the 22-23 and 23-24 academic years, the school may implementing the following strategies.

1. Diversify the Library Collection & Promote a Dynamic Reading Culture (Add genres, organize library-based activities, incorporate reading in lesson plans/morning CTP)
2. Improve Library Accessibility & Strengthen Library Promotion and Engagement (implement delivery service, enhance visibility/branding, appoint ambassadors)

To better align the training workshops and the theories with the realities of classroom practice, enabling novice teachers to confidently and effectively apply the learned strategies to enhance the quality of teaching and learning, these strategies can be implemented.

1. Implement Peer Mentoring & Provide Ongoing Support and Feedback (Mentor-mentee pairing, casual appraisal from time to time)
2. Promote Collaborative Lesson Planning (Discuss lesson planning in subject meetings)

To improve student learning and achievement, several practices to support student performance can be implemented.

1. Raise students' motivation in learning & Engage Students with Relevant and Meaningful Content (include current news/their cultural/career-related in lesson planning)
2. Differentiated Instruction & Implement Personalized Learning Approaches (cater to diverse learning, flexible in learning activities, provide individual feedback/support)
3. Offer Constructive and Timely Feedback & Progress Monitoring and Tracking (give frequent and specific feedback on learning process, review assessment data)
4. Exploring innovative assessment methods and technologies (digital portfolios, video-based reflections, peer-to-peer feedback)

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
1.1 To strengthen the curriculum design so as to: • Expand students' knowledge foundation and foster connections among their learning experiences across various Key Learning Areas (KLA), life experiences and global affairs. • Strengthen student-centered and self-directed learning approaches. • Advocate for the importance of National Security Education.	• Strengthen Curriculum of New Subjects (STREAM and Food and Health Sciences) for senior students under the optimization of four core subjects of Senior Secondary. • Additional Third Elective option for students of high ability to stretch their potential. • Strengthen the bridging between Junior STEM subject and Senior STREAM subject curriculums.	• More than 75% of the S4 students show favourable evaluation comments of the new subjects.	• Online evaluation filled-in by students • Teachers' feedback	• September 2024 - June 2025	• Academic Department • Subject Teachers • KLA Coordinators	• Fundings, time and permission for the additional field trips and outings. • At least 3 half-days for the Project WISER / cross curricular activities.

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
	• Optimized Project WISER. With the additional guidelines on the assessment criteria, execution requirements & types of product submission, this will help students connect their learning experiences to various KLA, life experiences and global affairs. • "Project WISER Exhibition" will still be organized and a booklet of good work will be made to allow students to receive more recognition. • Implement cross-curricular project works / activities among the same or different KLA. • Organize various diversified life-wide learning activities and participate in Mainland exchange programmes to enhance students' sense of national identity. • Enrich the content of Extensive Reading lessons in S4 & S5 by collaborating with the New Subjects. • Add content of anti-drug and content related to the mainland to strengthen students' national identity. • Encourage students to read during the morning Class Teacher Period by exposing them with different topics such as current affairs, global issues, technology while incorporating values education.	• More than 70% of the teachers and/or students show favourable evaluation comments of Project WISER • More than 70% of the teachers and/or students show favourable evaluation comments of cross-curriculum activities.. • Morning reading content cover 4 learning areas, including Value Education, L&S Education, Technology Education, and Moral Education. • 80% of the morning reading and extensive reading booklets will be finished by students.	• Online evaluation filled-in by students • Online evaluation filled-in by teachers and/or students • Participation record of school activities			

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
	• Visits to School Library arranged by language subjects. • Arrange School Library Tour for S1 students. • Implement "Book Delivery" service for students in collaboration with library ambassadors. • Strengthen the Reward Scheme to encourage more book-borrowing in language subjects and foster a positive reading atmosphere. • Conduct a Reading Month to cultivate reading atmosphere by organising various activities, such as a Book Fair, Book Recommendations by teachers, and Book-cycling visit. • Review the schemes of work of different subjects to ensure students' awareness of national security and promote clear understanding of national security among students.	• English and Chinese Language teachers will arrange school library lessons at least 4 times, in total, throughout the year, while other subjects may do so depending on their needs. • 10% increase in the number books borrowed from the library.	• Teachers report and record in the minutes of English and Chinese Language Panel Meetings. • Library book borrowing records. • Reading Scheme evaluation meeting at the end of semesters. • All schemes of work will be checked by the end of August.			

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
1.2 To strengthen the teaching pedagogy and encourage teachers to share their experience, knowledge and skills in teaching and learning so as to help teachers' professional development.	• Encourage peer/lesson observation and exchange of professional dialogues of good teaching practices. • Set clear and specific focus of peer/lesson observation. • Encourage teachers to share their experience, knowledge and skills to refine their instruction and further enhance effectiveness of daily practices. • Collaborative Lesson Planning between Novice teachers and Experienced teachers. • Training workshops will be arranged for novice teachers. • Implement Peer Mentoring and Provide Ongoing Support and Feedback. • Collaborative Lesson Planning between Novice teachers and Experienced teachers.	• At least one peer observation should be done by each teacher in a year. • More than 75% of novice teachers visit experienced teachers' lessons for the purpose of peer learning and have positive feedbacks. • More than 75% of novice teachers have positive feedbacks to the training workshops. • Take turns in Subject Panel Meetings to share experience, knowledge and skills to refine instruction and further enhance effectiveness of daily practice. 70% of teachers agree that Subject Panel Meetings provide an effective platform for professional sharing and development.	• Peer/Lesson observation record. • Peer/Lesson observation record. • Post-lesson observation feedback record. • Evaluation filled-in by teachers. • Records in Subject Panel Meetings. • Evaluation filled-in by teachers.	• September 2024 - June 2025	• Academic Department • Subject Panel Chairpersons • All Subject Teachers.	• Sufficient space in School drive for sharing resources.

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
	• Create shared folders to archive all the learning and teaching resources related to Constitution, Basic Law and National Security Education for no less than two school years.	• 70% of teachers agree that they often share and store resources in the school drive/server.	• Records in School drive shared folders. • Learning and teaching materials in the folders will be checked by Subject Panel Chairpersons at least once a term.			
1.3 To strengthen the assessment literacy so as to improve the teaching content, pedagogy and assessment focus and designs.	• Set clear objectives of what Teachers and Students have to achieve. • Promote the practice of lesson preparation by students (collaboration with Project WISER).	• More than 70% of students and teachers agree that their learning and teaching are more relevant to the students' needs and abilities. • Process of preparing for Project works show in assignments.	• Questionnaires will be used to solicit the opinions of students and teachers. • Evaluation filled-in by teachers of Project WISER.	• September 2024 - June 2025	• Academic Department • All Subject Teachers	• Sufficient Time for Subject Panel Meetings and Results' Analysis.

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
	• Arrange enrichment classes for all students to improve academic level (remedial classes for weaker students, enhancement classes for the elite). • Arrange class groupings for different subjects based on students' ability to stretch their potential. • Set test and exam papers at the right level to reflect students' learning effectiveness and match the curriculum content. • Use formative and summative assessment to provide timely and constructive feedback to students and parents for the reference of their continuous learning progress. • Use analysis results of Tests and Exams to identify students' learning difficulties and make improvements / amendments to teachers' teaching strategy.	• Students show better academic performances in internal and external exams, project work, homework and presentation. • 10% increase in the number of students who can pass in a subject (comparison between same batch of students and different batch across the year). • 10% increase in the number of students having an overall average mark of 50 or above	• Students' learning outcomes such as exam results, assignments, project work, presentations.			
	• Organize S6 after-school tutorials to clear any students' misunderstanding of their learning content. • Offer S6 study classes to students during their study leave so as to continue the habit of going to school to revise. • Offer scholarships to students achieving outstanding academic performance.	• 5% increase in the passing rate of each HKDSE subject. • At least 70% attendance of selected S6 students. • At least 70% of S6 students who take part in the study classes show favourable comments.	• HKDSE Results. • S6 tutorial class records. • Questionnaires filled in by students.			

2. To foster a culture of respect, promote harmonious relationships, and cultivate responsible citizens.

Briefly list the feedback and follow-up actions from the previous school year:
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- **Establish specific, measurable objectives for fostering respect and citizenship throughout the academic year.**
- **Incorporate lessons on respect and responsibility across subjects (e.g., Chinese, Citizen, Economics and Society, etc)**
- **Implement a character education program that emphasizes values such as respect, empathy, and responsibility.**
- **Collaboratively create classroom norms that promote respectful behavior.**
- **Create opportunities for students to provide feedback on classroom culture and relationships.**
- **Create projects that combine academic subjects with life planning and community service, encouraging students to work together and learn from each other.**
- **Encourage students to identify issues in their community and develop projects through their ECAs that promote respect and responsible citizenship.**

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
To foster a safe and inclusive classroom environment where all students feel valued and respected.	To set classroom rules for students to encourage respectful communication, cooperation, and support within the classroom To organize various activities, including assembly, morning reading, and inter-class activities to promote student respect and positive education toward teachers and students	• At least 90% of the class teachers will go through all school rules on the first two days of school and post them on the notice board. • At least 50% of the students pass the quiz regarding the school rules.	• Attendance Record • School Activity Record • Questionnaires filled-in by teachers and students	Sep 2024 -Jun 2025	Student Affairs Master Discipline and Guidance Committee ECA Committee Class Teachers	Network (QTN) on Promoting Wellness in School Opportunities for the Elderly Projects Beat Drugs with Sports Healthy School Project Home-School Co-operation Grant Sufficient support from the School for the organization of activities for students

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To respect and provide positive education will be our focus this year	To proceed with the "Positive Education" programme co-operated with the Hong Kong Christian Service and the University of Hong Kong To encourage students to embrace challenges, learn from failures, and believe in their ability to improve through effort and perseverance	• At least 80% of post-activity assessments are improved towards respect and positive education • At least 70% of attitude scale or behaviour checklists to evaluate specific indicators of positive education	• Data from APASO • Surveys and Questionnaires • Journals, reflection activities, or one-on-one discussions.	Sep 2024 - Jun 2025	Student Affairs Master Discipline and Guidance Committee ECA Committee Class Teachers	Sufficient support from the School for the organization of activities for students and parents IT support
To promote positive education and a growth mindset	To encourage students to participate in various service (social or internal) activities.	• At least 60% of the students can reflect on their learning experiences and provide feedback on how to perceive challenges and setbacks. • At least 70% of all S1-S5 students participate in internal and external service activities.	• Parent and Teacher Feedback			
To promote healthy school lifestyles	To provide nutrition education programs that teach students about the importance of healthy eating, balanced diets, and making nutritious food choices. To proceed with the Health Pioneer Project (The Beat Drug Fund) and strengthen the school-based Anti-drug Education.	• At least 60% of students can use Food Journals to track their eating habits in their Food and Nutrition class • At least 70% of all students agree that their understanding and awareness of drugs is enhanced.	• Food Journals			

Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
To strengthen students' national identity, foster a sense of belonging, cultivate responsible citizenship, and nurture a global perspective.	To proceed with the Healthy School Project supported by the PTA. To co-operate with school social workers to organize sex education activities to students To promote positive attitudes and strengthen values education (including moral and civic education and National Security Education) through class-based activities, talks, and workshops. To create a diverse cultural atmosphere at school; for example, students raise the national flag at school events, share cultural activities, and have a multicultural day in the morning assembly. To make students respect each other's differences and to promote a culture of appreciation. To provide more learning opportunities outside the classroom for developing students' global vision.	• At least 80% students get the Active Coupon through the Healthy School Project • At least 70% of students agree that sex education activities are meaningful to them. • At least 3 National Security Education activities are held this year. • More than 70% of students agree that their understanding of National Security is enhanced. • At least 3 Moral and Civic Education activities are held this year • More than 70% of students and parents feel that the activities are meaningful to them. Organize multicultural activities week to promote different cultures. • All the relevant sections of APASO done by our students have a better score than the average in Hong Kong	• Activity Record • Questionnaires filled in by students and parents • Data from APASO	Sep 2024 -Jun 2025		

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To prepare students for comprehensive life planning, which includes future academic progression or working life after graduation	To organize different activities to facilitate students' self-understanding and help students explore different pathways. To enhance students' physical and aesthetic development for more informed career and life planning To organize individual or group consultations to students To provide various information regarding multiple pathways to students	• To arrange at least three life planning education activities (such as assemblies, workshops, and morning reading sessions) per term for S1-S6 students, and at least 70% of the students feel that the activities or programs are useful to them • Over 80% of students participate in physical and aesthetic activities • To arrange at least three individual or group consultations for all the S6 students, and at least 70% of them agree that the consultation sessions are helpful to them • The website of Career and Life Planning will be updated biweekly • All the relevant sections of APASO done by our students have a better score than the average in Hong Kong	• Activity Record • Questionnaires filled-in by students • Students' Attendance Records in Career and Life-planning activities • Data from APASO	Sep 2024 -Jun 2025		