

Kwun Tong Government Secondary School
Use of Capacity Enhancement Grant 2017-2018

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
S1 Life Camp	To equip students with better time management skills, knowledge of goal-setting and understanding on life planning and career education	To train junior form students to learn the skills of setting goals and managing their learning profile through participating S1 Life Camp	Participants will be equipped with knowledge, skills and attitude in career choice. Individual support and guidance are practical and valuable for students to plan their own career	Sept to Oct 2017	\$ 25,000	<ul style="list-style-type: none"> • Attendance rate: 95% or above • Over 80% of participants find the activities enhance their self - understanding • Over 80% of participants can set their goals properly and manage their learning profile 	<ul style="list-style-type: none"> • Attendance record • End-of-activities evaluation • Observation by teacher i/c and trainers 	<ul style="list-style-type: none"> • ABM Hong Kong Swatow Baptist Church Community Service Association, • KTGSS Big Brother and Big Sister, Careers and Life Planning Team

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Mock Release of HKDSEE	<ul style="list-style-type: none"> To enhance the effectiveness of school-based life planning and career guidance support for students To enlist support from external organisations, stakeholders and community in running career and life planning activities for students to prepare them for career development and academic pursuit 	<ul style="list-style-type: none"> Trainers specialized in designing and running Mock Release of HKDSEE through a service provider will be hired to conduct the activity in school The activity will be conducted after school for all S5 students to familiarize themselves with study options available 	<ul style="list-style-type: none"> Participants will be able to formulate a more accurate and precise career development plan with careful guidance of teachers Participants will be equipped with knowledge, skills and attitude in career choice. Individual support and guidance are practical and valuable for students to plan their own career Close connection between careers teachers and S5 students will be established and maintained 	Jun 2018	\$ 15,000	<ul style="list-style-type: none"> Attendance is at least 70% 80% of the participants find the Mock Release of HKDSEE useful 	<ul style="list-style-type: none"> Attendance is taken Preparation of the career development plan with the guidance of Careers teachers Participants are to complete an evaluation form 	Trainers from ABM Hong Kong Swatow Baptist Church Community Service Association and Careers and Life Planning Team

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Taster camps or programmes by various institutions	<ul style="list-style-type: none"> To encourage multiple development pathway To apply the policy of promoting 'Equal Learning Opportunities' through which the maximum number of students would be encouraged to engage themselves in participating taster programmes which would help to broaden their horizons, enrich their life experiences, generate skills, boost self-confidence and set goals for personal development 	<ul style="list-style-type: none"> Information related to taster programmes offered by various institutions will be provided. Financial support will be provided to interested S2 to S5 students. Sharing sessions will be conducted after the taster programmes. 	Participants will have a wider exposure to course structure by the institutions and to enhance their life and careers planning. They will be guided to conduct sharing sessions related to taster programme	Dec 2017 to Jul 2018	\$ 4,000	<ul style="list-style-type: none"> Attendance is at least 70% 80% of the participants find the taster programmes useful 	<ul style="list-style-type: none"> Attendance is taken Preparation of the sharing sessions Participants are to complete an evaluation form 	Careers and Life Planning Team

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Job shadowing and work experience scheme	<ul style="list-style-type: none"> To enhance the effectiveness of school-based life planning and career guidance support for students To enlist support from external organisations, stakeholders and community in running career and life planning activities for students to prepare them for career development and academic pursuit 	Personnel from seven commercial sectors, including property management, electronic company, accounting firm, drinking water system management company, information technology company, coffee shop and food & beverage industry will be invited to provide job-shadowing activities to interested S4 – S5 students	<ul style="list-style-type: none"> Participants will be equipped with knowledge, skills and attitude in career choice. Individual support and guidance are practical and valuable for students to plan their own career Close connection between commercial personnel and selected students will be established and maintained. They will be guided to conduct sharing sessions related to mentorship programme 	Sept 2017 to Jul 2018	\$ 10,000	<ul style="list-style-type: none"> Attendance is at least 70% 80% of the participants find the job shadowing and work experience scheme useful 	<ul style="list-style-type: none"> Attendance is taken Preparation of the sharing sessions Participants are to complete an evaluation form 	Hong Kong Christian Service and Careers and Life Planning Team

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
MingPao Careers and Life Planning Web	To enhance the effectiveness of school-based life planning and career guidance support for students	To disseminate updated information on careers planning and academic pursuit more frequently through school's website	Participants will be equipped with knowledge, skills and attitude in career choice. Individual support and guidance are practical and valuable for students to plan their own career	Sept 2017 to Aug 2018	\$ 18,800	80% of the participants find the MingPao Careers and Life Planning Web useful	Participants are to complete an evaluation form	Careers and Life Planning Team
Course on English Speaking Skills	<ul style="list-style-type: none"> To provide S5 students with additional practice on speaking To brush up on their skills in group discussion, individual presentation To better prepare them for the Yearly Examination Paper 4 and the HKDSE Examination Paper 4 	<ul style="list-style-type: none"> An experienced English tutor will be hired to conduct the course Students will have practice on group discussion and giving individual response and presentation Each practice session will last 2 hours Feedback on their performance and suggestions for improvement will be provided 	<ul style="list-style-type: none"> Students will make improvement on their speaking skills, including delivery, communication strategies, language and organization of ideas The English teachers will be given feedback on students' strengths and weaknesses so that follow-up practice could be done 	Feb to May 2018 (on Saturdays)	\$ 37,800 (14 days, 6 hours/day)	<ul style="list-style-type: none"> Students' attendance rate reaches 80% 70% of the students find the course useful in enhancing their speaking skills 	<ul style="list-style-type: none"> Students' attendance record Feedback from the tutor Feedback from the English teachers 	<ul style="list-style-type: none"> HOD and Deputy HOD of The English Department S5 English teachers

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
English Communication Skills Enhancement Course	<ul style="list-style-type: none"> To provide S6 students with additional practice on speaking To brush up their skills in group discussion, individual response and individual presentation To offer opportunities for S6 students to interact with students of different language abilities To better prepare them for the HKDSE Exam Paper 4 	<ul style="list-style-type: none"> An experienced English tutor will be hired to conduct the course Students will have practice on group discussion and giving individual response and presentation Each practice session will last 30 minutes Feedback on their performance and suggestions for improvement will be provided 	<ul style="list-style-type: none"> Students will make improvement on their speaking skills, including delivery, communication strategies, language and organization of ideas The English teachers will be given feedback on students' strengths and weaknesses so that follow-up practice could be done 	Oct 2017 to Jan 2018 (on school days)	\$ 28,350	<ul style="list-style-type: none"> Students' attendance rate reaches 80% 70% of the students find the course useful in enhancing their speaking skills 	<ul style="list-style-type: none"> Students' attendance record Feedback from the tutor Feedback from the English teachers 	<ul style="list-style-type: none"> HOD and Deputy HOD of the English Department S6 English teachers

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
S1 Life Camp and follow up activities	To develop positive value and healthy perceptions for life learning among students	<ul style="list-style-type: none"> To hire external organization to hold a life talk to develop junior form students' abilities to think positive and encounter difficulties through participating S1 Life Camp Follow-up activities to consolidate the knowledge learning from life camp 	<ul style="list-style-type: none"> Students' abilities of encountering stress and difficulties are strengthened. Students are guided to construct a positive and healthy life 	Oct 2017 to May 2018	\$ 8,000	<ul style="list-style-type: none"> Attendance rate: 95% Over 75% of participants find the activities useful to strengthen their positive value and attitude 	<ul style="list-style-type: none"> Attendance record End-of-activities evaluation Observation by teacher i/c and trainers 	<ul style="list-style-type: none"> External Voluntary Organization Pastoral Care Team

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
S1 Student Development Day	To shape up students' characters, strengthen their life values and attitude, forming a clearer direction and long term goals to life-planning	Collaborate with external organizations to organize training activities for junior students to equip them with proper skills and attitude facilitating their personal growth. through participating Adventure Day Camp	Students are guided to solve problems, encounter difficulties and cooperate with others	Dec 2017	\$ 25,000	<ul style="list-style-type: none"> • Attendance rate: 90% • Over 75% of participants find the activities useful to strengthen their skills and attitude to encounter difficulties 	<ul style="list-style-type: none"> • Attendance record • End-of-activities evaluation • Observation by teacher i/c and trainers 	<ul style="list-style-type: none"> • External Voluntary Organization • ECA Team
Programme on Life Education and Life Planning	<ul style="list-style-type: none"> • To launch Life Education Program to support students' personal development • To facilitate students setting life goals by Life Planning activities 	<ul style="list-style-type: none"> • Collaborate with external organizations to organize activities for junior students to cultivate positive and strong life concept • Activities and workshops will be held to equip students to set goal and self-understanding for further development 	Students are cultivated with life value to enhance their quality in order to benefit their further development	Oct 2017 to May 2018	\$ 8,000	<ul style="list-style-type: none"> • Attendance rate: 90% • Over 75% of participants find the activities useful to strengthen their skills and attitude in life education 	<ul style="list-style-type: none"> • Attendance record • End-of-activities evaluation • Observation by teacher 	<ul style="list-style-type: none"> • External Organization • Pastoral CareTeam

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Leadership Training Course: Adventure ship "JCHUAN" Trip	<ul style="list-style-type: none"> • To explore students in facing different challenges so as to strengthen their skills in overcoming difficulties • To foster students' communication skills • To enrich students' leadership qualities 	<ul style="list-style-type: none"> • The onboard training programs are designed and customizable to the characteristics and needs of the participants. It involves pre-trip and post-trip sessions • The programs includes: <ul style="list-style-type: none"> ◆ Introduction to the vessel ◆ JC Huan ◆ Goals Setting ◆ Safety at sea ◆ Regulations aboard ship ◆ Ropes and knot tying ◆ Man-overboard recovery procedure ◆ Use of sailing dinghies and board sails ◆ Lessons on basic principles of navigation ◆ Survival at sea training ◆ Command 	<ul style="list-style-type: none"> •The trainees work cooperatively and push themselves in a supportive environment – learning, helping others, and growing •Through this activity, the participants can develop their potential in a supportive environment, enhance their creative, social and problem-solving skills by confronting challenges in groups, acquire an appreciative, caring and environmentally aware attitude and finally, enhance their self-esteem, self-reliance and 	Jul to Aug 2018	\$ 38,020	<ul style="list-style-type: none"> • Students' attendance at least 90% • At least 80% of the participants find the activity useful 	<ul style="list-style-type: none"> • Written reflection will be sent to the Organizer 'Adventure Ship' • Sharing be held in the school morning assembly • Web sharing will be posted at the school website 	Teachers of SU

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
		Activities <ul style="list-style-type: none"> ◆ Steering of rescue boat ◆ Diving from trapeze 	sense of team spirit					
Life Education	<ul style="list-style-type: none"> • To strengthen students' positive thinking mindset to face up with challenges • To treasure all they have in their life • To develop students' empathy 	Visit Dialogue in The Dark		Sept 2017 to Feb 2018	\$ 2,500	<ul style="list-style-type: none"> • Average attendance rate: 80% or above • Over 75% students find the workshop useful 	<ul style="list-style-type: none"> • Attendance record • End of activity evaluation • Observation by teachers 	Counselling Team teachers

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Leadership Training Programme for candidates of SU committee	<ul style="list-style-type: none"> To enhance students' self-esteem, self-reliance and sense of team spirit To enhance students' leadership skills A cultural heritage through sharing and peer learning 	Team building program to improve intra-group communication, cooperation, efficiency and effectiveness in organizing school activity	<ul style="list-style-type: none"> The trainees work cooperatively and push themselves in a supportive environment – learning, helping others, and growing Participants will go through a series of challenging activities prepared by each proposed cabinet and the cabinet of the current year Experience sharing by the committee members of the cabinet of the current year 	Mar to May 2018	\$ 10,000	<ul style="list-style-type: none"> Students' attendance at least 90% At least 80% of the participants agree the training programme is successful in achieving objectives At least 80% of the participants agree that the activities are successful in providing them with opportunities to enhance their mutual trust and bonding as well improving their leadership skills 	Written reflection	Teachers of SU

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Careers Visits for St John Cadets	To enriching students' Careers life	Visit to different careers field in nursing or medical care	To broaden students' learning experiences outside school	Jul 2018	\$ 4,000 (30 students)	<ul style="list-style-type: none"> • Average attendance rate 80% or above • Over 80% of students find the course effective to broaden their careers life 	<ul style="list-style-type: none"> • Attendance record • Observation by teacher i/c and course tutors 	Teacher i/c of St John
Careers Visits for SEN students	To enriching students' Careers life	Visit to different careers field in food and beverage industry	To broaden students' learning experiences outside school	Jul 2018	\$ 3,000 (20 Students)	<ul style="list-style-type: none"> • Average attendance rate 80% or above • Over 80% of students find the course effective to broaden their careers life 	<ul style="list-style-type: none"> • Attendance record • Observation by teacher i/c and course tutors 	Teacher i/c of SEN

CEG Total: \$ 237,470