

LA SALLE PRIMARY SCHOOL



Annual School Plan 2023 – 2024

La Salle Primary School

1. Vision

By touching the minds and hearts of the children confided to our care, and by providing the highest quality of education, we aspire to be the best primary school in Hong Kong.

2. Mission

To give a human and Christian education to the young, paying particular attention to the needy.

3. School Motto

Fides et Opera

4. Educational Characteristics

- ◆ To recognise the importance of biblical teachings - commitments to Christian spiritual values.
- ◆ To strengthen the teaching and learning of Chinese (Cantonese & Putonghua) and English - enhancement of students' biliterate and trilingual abilities.
- ◆ To motivate self-learning
- ◆ To encourage respect for individuals
- ◆ To encourage participation in extra-curricular activities
- ◆ To enhance IT in education
- ◆ To attain a good understanding of the Mainland and the world

La Salle Primary School

Annual School Plan

2023-2024

1. To cultivate students into self-directed pioneers and life-long learners
2. To pursue learning and teaching excellence by fostering collaborative inquiry and sharing
3. To nurture students to become positive Lasallian gentlemen possessing good morals

1. Major Concern: To cultivate students into self-directed pioneers and life-long learners

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1.1 To develop multiple talents and potential of students	1.1.1 To realise the holistic personal development and fully develop the potential of students	70% of teachers agree that school activities and/or training can facilitate the holistic personal development of students	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD and Department Heads of different subjects	Resources provided by different subjects and teams
	1.1.2 To provide systematic training and/or activities in the Talent Hub to enhance the potential of different learners	80% of teachers agree that various activities and training help students enhance their abilities and skills in different aspects	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD and Department Heads of different subjects	Resources provided by different subjects for carrying out activities and training programmes

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.1.3 To nurture students' multiple talents by joining different competitions	80% of teachers agree that competitions help students broaden their horizon and develop their talents	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD and Department Heads of different subjects	Information collected by Department Heads of different subjects
1.2 To promote a reading culture	1.2.1 To create a reading atmosphere by organising reading related activities	70% of teachers agree that a good reading atmosphere has successfully established	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD, Department Heads of different subjects and the Teacher Librarian	Various reading materials and interesting online platforms or APPs selected by teachers and the Teacher Librarian

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.2.2 To increase a wide range of library collections which include printed books and e-books to cater for the diverse reading interests and abilities of the students	80% of teachers agree that more reading platforms and materials provide more choices for students and increase their interest in reading	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD, Department Heads of different subjects and the Teacher Librarian	The library collections and ebooks
1.3 To master the skills of “Reading to Learn”	1.3.1 To equip students with the skills of “Reading to Learn” so as to facilitate their learning in different subjects	70% of teachers agree that majority of students grasp the skills of “Reading to Learn”	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD and the Teacher Librarian	The reading worksheets and teaching aids

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.3.2 To implement cross-curricular reading programmes which provide opportunities for students to make connections between reading across various Key Learning Areas	70% of teachers agree that cross-curricular reading help students enrich their learning effectively	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD, Department Heads of different subjects and the Teacher Librarian	Reading programme materials
1.4 To integrate STREAM education into the school-based curriculum	1.4.1 To strengthen the professional capacity of teachers by developing a high functioning STREAM community	80% of teachers agree that professional development in the area of STREAM enhance their skills in STREAM teaching	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD, Head of STREAM education and Department Heads of different subjects	Resources for the STREAM professional development

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.4.2 To enhance students' critical awareness of the digital revolution and its impact on the community	90% of teachers agree that students' awareness of the digital revolution can help them to have foresight of the future	- Discussion in Curriculum Development Team meetings	Sept 2023 – July 2024	PSMCD, Head of STREAM education	Teaching resources of the digital revolution
	1.4.3 To promote design thinking skills across the curriculum	80% of teachers agree that promotion of design thinking skills can help students to become more creative	- Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings	Sept 2023 – July 2024	PSMCD, Head of STREAM education and Department Heads of different subjects	Materials for learning the design thinking skills
	1.4.4 To empower students to be creative innovators, critical thinkers, and problem-solvers	60% of teachers agree that students show their creativity and problem-solving skills during various learning activities	- Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings	Sept 2023 – July 2024	PSMCD, Head of STREAM education and Department Heads of different subjects	Resources provided by different subjects

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1.5 To provide flexible, engaging and transformative e-Learning	1.5.1 To encourage students to apply IT skills to investigate, present, build and share knowledge	80% of teachers agree that students can apply IT skills in various learning activities	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD and Head of e-Learning and Department Heads of different subjects	Materials about various IT skills
	1.5.2 To use multimedia tools and e-Learning platforms to foster creativity, collaboration and self- learning	90% of teachers agree that students can make use of different tools to pursue self-directed learning	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2023 – July 2024	PSMCD and Head of e-Learning and Department Heads of different subjects	Multimedia tools and e-Learning platforms

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1.6 To deepen students' understanding of Chinese history and culture to enhance their sense of national identity	1.6.1 To enrich students' understanding of China's historic events, famous figures and their deeds, profile of ethnic development, and social and cultural features via visits and tours	80% of teachers agree that students have a better understanding of China and Chinese culture after visits and tours	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in National Security, Moral and Civic Education Team meetings 	Sept 2023 – July 2024	Vice Principal (Curriculum) and National Security, Moral and Civic Education Team Leader	Information of experiential learning
	1.6.2 To create a learning atmosphere on the campus to promote Constitution, Basic Law and national security education through bulletin boards	90% of teachers agree that students can easily obtain information about constitution, Basic Law and national security from related bulletin boards	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in National Security, Moral and Civic Education Team meetings 	Sept 2023 – July 2024	Vice Principal (Curriculum) and National Security, Moral and Civic Education Team Leader	Materials for making the board display

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.6.3 To enable students to explore different aspects of our country by organising various competitions and activities	70% of teachers agree that students have a better understanding about China by joining various competitions and activities	- Discussion in National Security, Moral and Civic Education Team meetings	Sept 2023 – July 2024	Vice Principal (Curriculum) and National Security, Moral and Civic Education Team Leader	Information about the competitions and activities
	1.6.4 To strengthen students' understanding of Chinese culture by organising thematic book exhibitions	80% of teachers agree that students have a better understanding about Chinese culture by reading a wide range of books	- Evaluation in the Annual School Plan meeting - Discussion in National Security, Moral and Civic Education Team meetings	Sept 2023 – July 2024	Teacher librarian and National Security, Moral and Civic Education Team Leader	Books about Chinese culture

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.6.5 To encourage students to join the Mainland exchange programmes to learn history in actual scenes, so as to cultivate their concept of the state and national identity	70% of teachers agree Mainland exchange programmes enhance students recognition of the state and their national identity	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in National Security, Moral and Civic Education Team meetings 	Sept 2023 – July 2024	Teacher librarian and National Security, Moral and Civic Education Team Leader	Information about the Mainland exchange programmes

2. Major Concern: To pursue learning and teaching excellence by fostering collaborative inquiry and sharing

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2.1 To enhance project learning for students	2.1.1 To enhance peer learning through collaboration, IBL projects, group work, performances and competitions	80% of teachers agree that students achieve better performance through peer learning and students' learning motivation and generic skills are also enhanced	<ul style="list-style-type: none"> - Oral feedback and discussion in the panel meetings of each subject - Evaluation in the Annual School Plan meeting 	Sept 2023 – July 2024	PSMCD and Department Heads of different subjects	Resources of group projects and collaborative lesson planning records
2.2 To further enhance a collaborative culture among students	2.2.1 To further enhance a collaborative culture through Google Suite	More than 80% of teachers agree that Google Suite is an effective platform for students to establish a collaborative learning culture	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Class Teachers' feedback after having discussion with students 	Sept 2023 – July 2024	PSMCD and Department Heads of different subjects	Google Suite

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2.3 Continue to enhance collaboration among teachers	2.3.1 To enhance professional sharing during staff meetings, subject meetings, staff workshops, training sessions, as well as IT and Zoom trainings	90% of teachers agree that professional sharing among teachers helps enhance their teaching skills	- Evaluation in the Annual School Plan meeting	Sept 2023 – July 2024	Vice Principal (Curriculum) & PSMCD	Evaluation survey of workshops and training, minutes of staff and subject meetings
	2.3.2 To enhance teaching efficacy of all teachers through monthly co-planning meetings of all subjects, collaborative lesson preparation, lesson observation and co-teaching	90% of teachers agree that collaborative lesson planning meetings enable teachers to have professional sharing about teaching strategies	- Evaluation in the Annual School Plan meeting	Sept 2023 – July 2024	Vice Principal (Curriculum) & PSMCD	Collaborative Lesson planning documents

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2.4 To promote professional development among teachers	2.4.1 To support new staff members through the mentorship programme, assigning different mentors for subject affairs and class affairs	90% of new staff agree that the mentorship programme is good for them to adapt to the new environment quickly	- Evaluation in the Annual School Plan meeting	Sept 2023 – July 2024	Vice Principal (Staff)	
	2.4.2 To enhance the effectiveness of teaching Mathematics in English through planning meetings, lesson observation and peer lesson observation	90% of teachers involved agree that the collaborative lesson planning meetings and lesson observations help them to master the technique of teaching Maths in English	- Discussion in Curriculum Development Team meetings	Sept 2023 – July 2024	PSMCD and Department Head of Mathematics	Materials for co-planning meetings and lesson observations

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	2.4.3 To further collaborate with La Salle College in the teaching and learning of core subjects, student support team and the training of school teams	90% of teachers agree that the collaboration with LSC help teachers understand the needs of secondary education	- Discussion in Curriculum Development Team meetings	Sept 2023 – July 2024	Vice Principal (Staff) (Curriculum)	Schedule of the meetings
2.5 To further strengthen the collaborative school culture	2.5.1 To support and empower middle managers	90% of teachers agree that team work enhances working effectiveness	- Evaluation in the Annual School Plan meeting	Sept 2023 – July 2024	Vice Principal (Staff)	
	2.5.2 To further enhance the 2-year staff appraisal policy, with check-ins with Principal, to upgrade teaching efficacy and enhance communication	90% of teachers agree that the appraisal policy help to enhance teaching efficacy	- Evaluation in the Annual School Plan meeting	Sept 2023 – July 2024	Vice Principal (Staff)	Appraisal documents

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	2.5.3 To collaborate with the Lasallian Family and all HK Lasallian schools in joint meetings and staff formation	80% of teachers agree that the collaboration encourages team spirit and sense of belonging	- Evaluation in the Annual School Plan meeting	Sept 2023 – July 2024	Vice Principal (Pastoral)	

3. Major Concern: To nurture students to become positive Lasallian gentlemen possessing good morals

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
3.1 To foster the Lasallian spirit of faith, zeal and community	3.1.1 To strengthen the Lasallian spirit in the Religious Knowledge curriculum	90% of RK teachers agree that the Religious Knowledge lessons and activities help to cultivate the Lasallian spirit of faith	- Oral feedback and discussion in the R.K. panel meetings	Sept 2023 – July 2024	Religious Knowledge Panel Chairs	Resources of activities
3.2 To instil Values in Action (VIA) in Positive Education into school curriculum	3.2.1 To progressively acquaint students with the 24 Character Strengths in VIA associated with the six virtues of wisdom, courage, humanity, justice, temperance and transcendence in their first three years of primary education	80% of students agree that they understand the importance of the Character Strengths and try to apply them in their daily life	- Feedback from students - Teachers' observation - Evaluation in the Counselling Team meeting	Sept 2023 – July 2024	Student Guidance Personnel	Student Guidance Service Grant and NGOs

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	3.2.2 To introduce the 8 Character Strengths of Bravery, Love, Fairness, Forgiveness, Humility, Prudence, Creativity and Appreciation of Beauty and Excellence into P.2 Personal Growth Education curriculum	90% of teachers involved agree that students are interested in the activities of the introduction of the 8 Character Strengths	<ul style="list-style-type: none"> - Feedback from students - Teachers' observation - Evaluation in the Counselling Team meeting 	Sept 2023 – July 2024	Student Guidance Personnel	Materials of the 8 Character Strengths
3.3 To promote emotional well-being of students	3.3.1 To build students' positive emotions through school-based programmes and activities	90% of teachers agree that the school-based programmes and activities help students to develop positive emotions to tackle their everyday problems	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Teachers' observation - Class Teachers' feedback after having discussion with students 	Sept 2023 – July 2024	Subject Panels and PSMCD	Good Student Award Booklet

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	3.3.2 To provide students with hands-on experiences of service learning	90% of teachers agree that service learning helps raise students' awareness to serve and cater for the needy	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Evaluation in the Counselling Team meeting 	Sept 2023 – July 2024	Student Guidance Personnel	Materials for service learning
3.4 To help students adapt to new changes with positive mindset	3.4.1 To organise talks, seminars or workshops on Positive Education for students, teachers and parents	80% of the participants agree that talks, seminars or workshops help them to grasp the skills of thinking positively	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Evaluation in the Counselling Team meeting - Survey 	Sept 2023 – July 2024	Student Guidance Personnel	Materials for talks, seminars or workshops
3.5 To enhance students' resilience when meeting challenges in life	3.5.1 To strengthen students' resilience by means of home-school cooperation involving students, teachers and parents	80% of teachers agree that home-school cooperation can effectively help students to overcome new challenges	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Evaluation in the Counselling Team meeting 	Sept 2023 – July 2024	Student Guidance Personnel	

School-based After-school Learning and Support Programmes 2023/24 s.y.
School-based Grant - Programme Plan

Name of School: La Salle Primary School

Staff-in-charge: Lee Siu Fong

Contact Telephone No.: 23362609

A. The estimated number of students (count by heads) benefitted under this Programme is 12 (including A. 1 CSSA recipients, B. 11 SFAS full-grant recipients and C. 0 under school's discretionary quota).

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

*Name / Type of activity	Objectives of the activity	Success criteria (e.g. learning effectiveness)	Method(s) of evaluation (e.g. test, questionnaire, etc)	Period/Date activity to be held	Estimated no. of participating eligible students [#]			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
					A	B	C		
Football	1. Acquire the skill; 2. Enhance self-confidence; 3. Increase sense of belonging to the school	1. Pass the test or fulfill standard of the course 2. Show positive mind set towards self 3. Show appreciation to the school	Questionnaire and observation	10/23 – 6/24	0	2	0	800	PTA
Basketball	Same as above	Same as above	Same as above	Same as above	0	2	0	800	PTA
Swimming	Same as above	Same as above	Same as above	Same as above	0	2	0	800	PTA
Badminton	Same as above	Same as above	Same as above	Same as above	0	1	0	400	PTA
Athletic	Same as above	Same as above	Same as above	Same as above	0	1	0	400	PTA
Math	Same as above	Same as above	Same as above	Same as above	0	1	0	400	PTA
Music	Same as above	Same as above	Same as above	Same as above	0	2	0	800	PTA
Chess	Same as above	Same as above	Same as above	Same as above	1	0	0	400	PTA
Total no. of activities: <u>8</u>					[@] No. of man-times	1	11	0	
					^{**} Total no. of man-times	12			

Note:

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

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

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

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