MARYKNOLL CONVENT SCHOOL
(Secondary Section)

Annual School Plan
2023-2024

Maryknoll Convent School
(Secondary Section)
5 Ho Tung Road
Kowloon

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Maryknoll Convent School

Our Vision

We envision our students to embrace the Maryknoll spirit signified by the school motto
"Sola Nobilitas Virtus" (Virtue Alone Ennobles).

We envisage our students to be individuals with moral, ethical and religious values, intellectually competent, compassionate in
serving others and capable of continuing self-development to meet the challenges in life and to contribute to society.

We see our students as informed and innovative, analytical and critical, responsible and adaptable, moral and ethical members of society.

Our Creed and Values

We believe that each person is formed in God's image. We wish our students to know through Jesus Christ the hope
and the meaning of life and to liberate their minds from ignorance and their hearts from prejudice.

We believe in the dignity of each student.

We believe that education is essential to a just society.

Our Mission

We provide all-round, quality and affordable education for girls.

We develop in every student a thirst for knowledge, an ability to self-learn, and a spiritual, intellectual, aesthetical, physical and social balance.
We encourage our students to pursue excellence in their respective interests and realize their potential the full.

We inculcate basic skills for our students to grow as individuals and in a group, to be responsible citizens
with an appreciation of Chinese culture and of the world around them.

We stimulate our students to develop initiative in learning and awareness of its relevance to themselves, to life and to others.

We instill in our students an awareness of the importance of trust and integrity and an appreciation for co-operative teamwork and respect for others.

We train our students to have high moral standards, to be socially and environmentally aware and to be useful,
contributory and responsible members of the community

We co-operate with teachers, parents and society to promote and maintain a safe, healthy and happy environment for quality education.

Annual School Plan

2023-2024

Major Concerns

To pave the way to our centenary celebration in 2025, this School Development Plan aims at achieving two *interconnected goals* to:

1. Enhance student learning outcomes in accordance with the school's vision and mission by:
   a) Implementing the Four Development Pillars set by School Sponsoring Body:
      ● School Campus and Infrastructure
      ● Student Experience
      ● Teacher Growth
      ● The Maryknoll Community

2. Promote character education and live out our school motto (*Sola Nobilitas Virtus**) by:
   a) Cultivating virtues that ennoble the character:
      ● 望德 Hope
      ● 勇德 Fortitude
      ● 義德 Justice
   Building on and deepening the practice of the following virtues:
      ● 信德 Faith
      ● 智德 Prudence
      ● 節德 Temperance
   b) Bringing out the unique character that is core to the Maryknoll spirit

*For the three School Development Cycles leading to our centenary (2025), the three theological and four cardinal virtues will be embedded in our major concerns:
1st 3 years, 2018/19-2020/21: Faith + Prudence & Temperance
2nd 3 years, 2021/22-2023/24: Hope + Justice & Fortitude
3rd 3 years, 2024/25-2026/27: Love + 7 gifts of the Holy Spirit

Implementation Plans

Major Concern #1: To enhance student learning outcomes by implementing the Four Development Pillars set by the School Sponsoring Body:

School Campus & Infrastructure; Student Experiences; Teacher Growth; The Maryknoll Community

Targets: Enhancement & Improvement of <u>School Campus & Infrastructure</u>

- to inspire innovation, creativity and collaboration

- to support students' learning experience and personal growth through improved facilities;

- to facilitate students' learning through the development of a technology-enhanced and student-centred campus environment;

- to achieve the goals of a green campus, sustainable development, wellness, spiritual growth and respect for heritage through campus and infrastructure improvement projects and referencing United Nations Sustainability Development Goals

Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
➢ To continue to carry out improvement projects on the school campus and infrastructure by stages, referencing an earlier staff engagement workshop with input from staff members	➢ Projects according to targeted goals would be carried out, and majority of school members have positive feedback on the improvement of school premises and environment	➢ Evaluation of the improvement projects	Throughout the school year	School Premises & Environment Committee (PEC)	Funding and Manpower for carrying out the school premises and environment improvement projects
➢ To address the ever-changing needs and increasing demand on the school's IT infrastructure and experience a more technology-enhanced student-centered learning	➢ Majority of students and teachers have positive feedback on the IT infrastructure that supports new modes of learning and teaching	➢ Evaluation of the effectiveness of the IT infrastructure in supporting learning and teaching		Members of the team responsible for the promotion of eLearning, blended learning & implementation of BYOD; IT Support Services	Funding and Manpower concerned for the related projects

➢ To continue with the library enhancement project to support the evolution of the library into a 21st Century learning hub for exploration, creation and collaboration	➢ Library enhancement plan is carried out in different phases and in tandem with curriculum development – plans for Phase 2 can start	➢ Evaluation of the library enhancement plan	Throughout the school year	Library Committee, the School PEC and Curriculum and Academic Affairs Team	Funding and Manpower for carrying out the library enhancement project
➢ To review and organize programmes supported by improved environment and facilities, for students and teachers to address various dimensions of wellness	➢ Participation rate of teachers and students ➢ Majority of teachers and students find the wellness programmes effective with sustainable impact	➢ Feedback from the programme participants		Wellness Team, the School PEC	Funding for related facilities and Manpower for organizing the programmes

➤ To implement a long-term sustainability plan with refined green practices with joint effort from staff and students (including the proper use of newly installed facilities, the implementation of education programmes supported by appropriate administrative measures)	➤ Green initiatives are refined and enhanced; suitable education programmes can be carried out ➤ Teaching packages are effectively used and well-received ➤ Majority of teachers and students find the green facilities and programmes well administered ➤ Enhanced awareness and behavioral changes can be observed ➤ Enhanced awareness for environmental protection among school campus users ➤ Majority of our students can benefit in promoting green initiatives in school	➤ Feedback & reflections from the participants ➤ Feedback from students and teachers		School Development Team, General Resources Management Team (the Green Team) and Curriculum & Academic Affairs Team	Funding and Manpower for introducing the green initiatives and for the maintenance of the related facilities

➢ To continue take part in various green programs and awards, including the Hong Kong Award for Environmental Excellence	➢ Students actively participate in various green schemes and show initiatives in implementing green programs ➢ Majority of teachers and students continue to help fulfil the criteria for the Award ➢ Continue to attain the Award or gain learning experience from the participation	➢ Feedback from teachers and students especially members from the Green Team and related student groups ➢ Feedback from the Organiser regarding the performance of the school in the Award		School Development Team & Resources Management Team (the Green Team)	Funding & Manpower required to support the participation of green schemes and awards

Targets: Enhancement & Enrichment of Students' Learning Experiences

- to extend learning opportunities for students seeking additional challenges, attempting to stretch their potentials and fostering meaningful engagement through various learning activities in the formal and informal curriculum within and outside school;

- to strengthen the school curriculum planning and development with better coordination and integration of both informal and formal curriculum;

- to better utilise the opportunities and space created by the school-based curriculum to foster the development of the unique character of Maryknollers

- to enhance the emotional and mental well-being of students, by improving their Adversity & Emotional Quotient

Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
➢ To broaden students' exposure and enhance their learning experiences through formal and informal curricular activities, locally and outside Hong Kong	➢ Majority of students are able to take part in diversified school activities that enhance their learning experiences (curricular and extra-curricular activities) ➢ Students can reflect on their personal growth and skills developed	➢ End-of-term evaluation ➢ Students' reflections on personal growth	Throughout the school year	Curriculum & Academic Affairs Team; School Development Team; Committees concerned; Project coordinators	Funding and Manpower for carrying out the formal and informal curricular activities
➢ To continue to incorporate the spiral curriculum and adopt the backward-design approach in lesson planning for different subjects so as to enhance the effectiveness of learning and teaching	➢ The spiral curricular designs and backward planning of selected topics are included in the curriculum and assessment plan of all subject panels ➢ Positive feedback from teachers and students ➢ Formative assessment performance provides evidence of learning and	➢ Panels' evaluation minutes ➢ Checking results of assessments and records on Student Profiles			Funding and Manpower to create space and time for teachers in implementing and evaluating the curriculum and to support teachers' training in the areas concerned

	work produced is of good quality and innovative				
➢ To optimize the teaching-learning of the 4 core subjects (including the new subject, Citizenship & Social Development (CS)), in the Senior Secondary Curriculum, extending the process to F6 this year	➢ Majority of the students can perform well in the revised curricula of the three core subjects (Chin, Eng & Math) and demonstrate their knowledge in global issues and national security introduced by the new subject (CS) ➢ Majority of the students can benefit from the Increased contact hours of the electives in F.5	➢ End-of-term evaluation of panels concerned		Curriculum & Academic Affairs Team, including members of the 4 core subjects	Funding and manpower for promoting Citizenship & Social Development
➢ To refine the school-based cross-curricular programme, ELP in F.4 introduced since 2021 ➢ To spiral students' learning in ELP, a new programme will be launched, Extend the Extended Learning Programmes (E^2) to F.1 – F.5 students and parents	➢ Positive feedback from teachers and students ➢ Majority of the students and parents-participants can benefit from the E^2 Programmes	➢ Evaluation of the F.4 curriculum and programmes conducted ➢ Evaluation and feedback from the participants		Extended Learning Program Team	Funding and Manpower to implement the F.4 ELP
➢ To strengthen the collaboration between PBL and ELP in Junior Secondary	➢ Teaching and learning resources and practices shared between PBL and ELP ➢ A refined and updated PBL curriculum	➢ Conducting surveys to gauge feedback from all concerned			Funding and Manpower concerned

➢ To implement the BYOD scheme in a whole-school approach to promote technology-enhanced and student-centered learning	➢ The BYOD is implemented in all forms	➢ Conducting surveys on the use of mobile devices	Throughout the school year	IT Infrastructure & Support Services Committee	Funding for the facilities required
➢ To introduce IT-Innovation Lab Projects to inspire creativity and enable exploration of diverse interests	➢ Majority of the students can benefit from the Projects	➢ Evaluation of the projects by teachers and students concerned			Funding for the projects concerned
➢ To refine and expand the school's student support programme through Joint-committee Education Programmes to promote students' holistic wellbeing	➢ A big chart shows the content of the informal curriculum across departments and committees to map out the essential learning elements with students' learning experiences ➢ Majority of the staff members, supporting personnel, students & parents concerned found the programmes helpful	➢ A self-auditing exercise conducted by JCEP ➢ Evaluation of programmes by staff members, teachers and students concerned		JCEP, Student Support & Pastoral Care Team & Supporting Personnel	Funding for programmes concerned

Targets: Enhancement of <u>Teacher Growth</u> & Promotion of Continuing Professional Development

- to emphasize active engagement in planning, implementing, evaluating and refining Continuing Professional Development strategies and programmes among staff for the future-ready education in school;

- to encourage the development of professional dialogues among schools concerning different aspects, including learning and teaching, curriculum planning, facilities management and school improvement projects;

- to embrace the Maryknoll core values and educational philosophy

Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
➢ To continue to use the P-I-E model to review the effectiveness of CPD programmes for further improvements and planning ➢ To implement peer lesson observations among teachers using observation-feedback-practice framework for professional learning	➢ Teachers' active participation in the planning and reviewing of Professional Development programmes relevant to their own needs and the needs of the school ➢ Peer lesson observations are conducted among more than 50 percent of teachers within and/or across subject panels	➢ Teachers' CPD records ➢ Panels' evaluation minutes	Throughout the school year	School Development Team and the other school teams concerned	Funding and Manpower concerned
➢ To organise school visits and co-organise programmes with other schools and institutions, suited to the developmental needs of individual teachers and the school ➢ To promote sharing of good practices and experiences through teachers' professional dialogues	➢ Teachers' active participation during the programmes and positive feedback after the programmes ➢ At least 15 minutes allocated in each staff meeting for teachers' sharing	➢ Teachers' evaluation of the programmes concerned ➢ Checking attendance record of such events			

➢ To further strengthen teachers' understanding of the school motto, the Maryknoll core values and educational philosophy through various programmes and experiences	➢ Teachers are able to reflect on, understand and embrace the school motto, Maryknoll core values and educational philosophy	➢ Teachers' self-reflections and observation from the School Admin	Throughout the school year	School Development Team and the other school teams concerned	Funding for employing supply teachers to accommodate for teachers to attend Professional Development Programmes offered by the EDB or other approved institutions

Targets: Enhancement & Engagement of a Wider <u>Maryknoll Community</u>

- to engage parents in students' academic and social-emotional development

- to mobilise parents and alumnae resources and expertise to support the development of the school

- to develop greater bonding with the wider Maryknoll Community so as to deepen their understanding of the school's educational philosophy and identification with the school's major concerns

Strategies	Success Criteria	Method of Evaluation	Time Scale	People in Charge	Resources Required
➢ To further enhance communications and information sharing with parents, alumnae and groups belonging to the wider Maryknoll Community, including website revamp, breakfast gatherings, parent letters/circulars, presentations and information sessions	➢ A revamped school website is launched ➢ Increased platforms and frequency of effective sharing ➢ Positive feedback from stakeholders concerned	➢ Collecting feedback from the different members of the school community	Throughout the school year	The School Administration, PTA exco members	Funding for related programmes and launching different platforms
➢ To continue to collaborate with the PTA to encourage more participation in school and PTA activities, and organise more parent education programmes, E² Programmes, catered to the needs of different form level parents	➢ Participation of parents ➢ Positive feedback from parents	➢ Checking the participation rate of related programmes ➢ Collecting feedback from parents		The School Administration and the PTA exco members	Funding for related programmes
➢ To continue to engage members of the wider Maryknoll Community as resource persons by inviting them as speakers or advisors of school programmes or by soliciting their assistance in providing tangible and intangible support for the school needs ➢ To review the MCS Mentorship Programme and related activities	➢ Positive feedback from students and teachers concerned ➢ Majority of participants found the programme could achieve targets set out	➢ Collecting feedback from the different members of the school community		The School Administration	Funding for related programmes

Major Concern #2: To promote character education and live out our school motto (SOLA NOBILITAS VIRTUS)

Targets: <u>Promoting Character Education</u>

- To cultivate the virtues that ennoble the character: Hope 望德; Fortitude 勇德; Justice 義德, building on and deepening the practice of the following virtues: Faith 信德; Prudence 智德; Temperance 節德

- To bring out the unique character that is core to the Maryknoll spirit

Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
➢ To continue to organize programmes, both online and face-to-face, to guide students to re-trace and reflect on their Maryknoll heritage and apply it to the 21st Century context, to understand and live out the essence of the school motto	➢ Students understand and embrace the school motto ➢ Students set achievable class and/or personal goals related to the targeted virtues	➢ Checking reports of end-of-term evaluation about achievement of class and personal goals	Throughout the school year	Curriculum & Academic Affairs Team – Subject Panels and Committees	Funding and Manpower for organizing related programmes and activities
➢ To continue to deepen students' and teachers' understanding of the virtues highlighted in the school plan and how they are relevant to our students' needs	➢ Panels and Committees facilitate the acquisition of the targeted virtues in alignment with the Maryknoll spirit	➢ Checking evaluation reports of panels and committees		Student Support & Pastoral Care Team – Committees concerned	
➢ To have an overview of programmes of relevant panels/committees and work out age-appropriate themes for Student Support and Pastoral Care Team initiatives & Values Education	➢ Compilation of a visual mind map that identifies the essential learning elements with students' learning experiences ➢ Suitable themes are identified for each level and relevant activities are conducted accordingly	➢ A self-auditing exercise conducted by JCEP ➢ Conducting surveys to gather feedback from students and teachers		School Development Team & the Joint Committee for Education Programmes	

To align and connect targeted virtues to the Maryknoll spirit and character identified in our Vision and Mission	Students' positive feedback re: the programmes/activities				

Plan for the Use of Special Grants

4.1 Plan for the Use of the Capacity Enhancement Grant for 2023-2024 Academic Year

I.   Information Technology (IT)

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Facilitating work arising from the use of WebSAMS and eCampus	To relieve the workload of teachers	To employ an IT Assistant to assist teachers in school administrative work.	Teachers are relieved of administrative work and they are able to focus more on teaching and the development of the Senior Secondary curriculum.	From September 2023 to August 2024	Salary of an IT Assistant for the academic year: - $350,000	➢ 5% of existing teachers' administrative work is done by the IT assistant. ➢ More effective use of eCampus for electronic communication in school ➢ More electronic resources and documents are prepared by the IT assistant ➢ The use of WebSAMS for handling student reports and student profile will be enhanced	➢ Teachers and students' feedback on the service provided	IT Infrastructure & Support Services Committee & eAdmin Support Services Committee

II. Audio Visual Services and Technical Support

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Facilitating work arising from the use of Audio-Visual Equipment & e-Learning	To relieve the workload of teachers	To employ an Assistant to assist teachers in school administrative work.	Teachers are relieved of administrative work and they are able to focus more on teaching and the development of the Senior Secondary curriculum. Teachers' capacity to develop e-Learning will be enhanced	From September 2023 to August 2024	Salary of an AV Assistant for the academic year: - $330,000	➢ Part of the administrative workload of the teachers in charge of AV services would be relieved by the assistant. ➢ More effective use of the AV equipment in the school for school functions and programmes. ➢ The development of e-Learning will be given more support.	➢ Teachers and students' feedback on the service provided	AV Support Services Committee; School Building & IT Infrastructure & Support Services Committee

4.2 Plan for the Use of the Learning Support Grant for 2023-2024 Academic Year

Helping Students with Learning Difficulties

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Providing professional support services and support to students with SEN/ learning difficulties.	To offer support to students with SEN/ learning difficulties and help them make progress in their learning and meet their developmental needs.	To hire professional services to provide support to the SEN students tailored to their needs	➢ Students with SEN/ learning difficulties will make progress in their learning and show improvement in their social skills and behaviour with professional help.	From September 2023 to August 2024	Professional service fee: - $20,000	➢ Students with SEN/ learning difficulties show improvement in their attitude towards learning and make progress in their studies.	➢ Feed-back from students & parents	SEN Committee [2 separate committees this year]
Organise programmes on learning or inclusive culture, conduct school-based teacher training programmes and organize home-school co-operation activities	To nurture an inclusive culture among different members of the school.	➢ To help organize programmes on understanding and respecting individual differences so as to promote mutual acceptance among students at the form/ school level.	➢ An inclusive culture in the school will be nurtured	From September 2023 to August 2024	Programme fees: $30,400	➢ Students with SEN/ learning difficulties have a better relationship with teachers and other students.	➢ Feed-back from students & parents ➢	SEN Committee [2 separate committees this year]

**Our school will still provide a program worker who would help to serve SEN students, ,and the salary cost will be absorbed by the school this year.

4.3 Plan for the Use of Funding for Enhancement of Chinese Learning and Teaching for Non-Chinese Speaking Students for 2023-2024 Academic Year

Chinese Language

Task Area	Major Area of Concern	Implementation Plan	Benefits Anticipated	Implementa-tion Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Responsible Party
Providing extra support for NCS students to ensure that all NCS students have equal opportunities in learning Chinese on a par with their Chinese-speaking counterparts, and to create an inclusive learning environment in schools	To help NCS students overcome the difficulties of learning Chinese as a second language. To enhance NCS students' competency in Chinese Language	To employ additional teachers to provide more human resources for the Chinese Language Panel so that manpower can be allocated to ➢ implement the Chinese Language Curriculum Second Language Learning Framework; ➢ adapt the Chinese Language Curriculum according to individual needs of the NCS students.	The Chinese Language competency of the NCS students will be enhanced and some can even be on par with their Chinese speaking peers. An inclusive learning environment in school will be nurtured	From September 2023 to August 2024	Salary of 1 Chinese Language teacher for the academic year: - $760,000.00	➢ Chinese Language teachers find that space and time has been created for the implementation of the Chinese Language Curriculum Second Language Learning Framework for NCS students ➢ Non-Chinese Speaking students show improvement in their command of the Chinese Language	➢ Teachers' Feedback ➢ Assessment of the performance of students in tests, examinations, coursework ➢ NCS students' results in regular Chinese Exams and alternative Chinese Exams e.g. IGCSE, GCE etc.	Chinese Language Panel

4.4.Plan for the Use of the Diversity Learning Grant for 2023-2024 Academic Year

Other Programme: Network Programme for the 2023/24 school year

Domain	Programme	Objective(s)	Targets (No./level/selection)	Duration/Start Date	Deliverables	Teacher i/c	Budget
Music	Music network programme with Diocesan Boys' School, Diocesan Girls' School and La Salle College	In view of the small number of students opting for music, this network programme can help to cater for students' diverse needs, interests and abilities.	Two F.4 student, one F.5 student and one F.6 student taking Music as an elective subject for HKDSE	September, 2023 – June, 2024	The Institute of Hong Kong Senior Secondary School Music Education will be hired to provide courses on the SS Music curriculum.	Mrs C. Ng	$30,000

Diversity Learning Grant (Other Programme): Gifted Education for 2023/24 Academic Year

Domain	Programme	Objective(s)	Targets (No./level/selection)	Duration/Start Date	Deliverables	Teacher i/c	Budget
English Language	Training for external debates	To equip students with (1) debating skills on constructing, analyzing and critiquing arguments, and (2) critical thinking and communication as a speaker and listener	- Ten to twelve students - S4 and S5 students - Nominated by English Debating Team with selection interviews and results in prior competitions	Face-to-face + online debate training from October 2023 to July 2024	Teaching debating skills through face-to-face and online sessions, assignments and group debate practices	Commissioned to Ms Hannah Miranda, Mr Christopher Gin and Mr Jonathan Tang with Mr. Akasha Barickman and Ms Joyce Lo as coordinators	$ 70,000
Chinese Language	Training course for aspiring debaters and continued training	To enhance students debating skills for external competitions and to boost students' confidence in public speaking	- At least 10 students - S4 and S5 students - Nominated by Chinese Language Department with selection interviews and results in prior competitions	Initial training course of 20 lessons in six months from October 2023 held after school (one lesson per week) Continued training course for talented debaters	Coaching for debating skills and presentation through videos, assignments and group debate practices	Commissioned to three alumni with Ms Gigi Chen as coordinator	$ 52,000
	DSE Writing Elite Class for gifted students	To equip students' academic writing skills for achieving excellent	- 30 students - S6 students	5 lessons in total 10 hours from October to November 2023	Tutors will provide instruction on	Experienced Writing Tutor	$17,400

		results	- Nominated by Chinese Language Department with selection in S5 Chinese annual results	held after school	test-taking strategies, conduct mock exams, and provide feedback on test papers to enhance students' writing skills.		
Mathematics	Mathematics Olympiad group	To equip students with holistic thinking skills in solving challenging mathematical problems	- 16 students - S4 and S5 students - Nominated by Mathematics Department regarding the internal examination scores and results in prior competitions	20 lessons from October 2023 to May 2024 held after school (one lesson per week)	Topic assignments relating to the Mathematics Olympiad	Commissioned to Mathematical Corporation (HK) Limited with Mr Enoch Lee and Gareth Cheung as coordinators	$25,000
Physics	Physics Olympiad 2024	To provide a platform for the high-achievers to showcase their talents in physics, and to extend the learning capacity of potentially gifted students in physics	- 15 students - S4 students - Nominated by Physics Department regarding the internal examination scores	15 lessons in eight months from October 2023 to May 2024 held after school (one lesson per week)	Topic notes and past papers relating to the Physics Olympiad	Commissioned to tutor with Mr. Enoch Lee as coordinator	$ 25,000
						Total	$189,400

4.5 Plan for the Use of the Reading Grant for 2023-2024 Academic Year

Objectives:
1. To foster a stronger reading culture in the library and the school   4. To promote reading for pleasure
2. To facilitate cross-curricular reading and collaborative learning   5. To help students and teachers become lifelong readers
3. To encourage students to learn how to learn

		Item	Estimated Expenses
1.	Purchase of Books & DVDs	a. Printed Books (new items and replacements) b. e-Books c. DVDs d. Subscription to English & Chinese newspapers and magazines (printed or digital)	$36,000
2.	Reading Activities Inside School	a. Paying the expenses for Maryknoll Reading Challenge (a compulsory reading scheme for Forms 1 to 3) b. Hiring writers and celebrities to conduct book talks c. Hiring of service from external providers to organise reading-related activities d. Paying the expenses for in-school activities such as Reading Carnival, World Book Day programmes, Book Talks by Reading Ambassadors, Displays on Book Recommendations etc.	$20,000
3.	Reading Activities Outside School	a. Application fees for reading-related activities and competitions b. Subsidizing students for their participation in reading-related activities in and out of Hong Kong	$20,000

4.6 Plan for the Use of the Life Wide Learning Grant for 2023-2024 Academic Year

Plan for the Use of the Life Wide Learning Grant for 2023-2024 Academic Year

No.	Brief Description and Objective of the Activity	Date	Target Students		Estimated Expense	Estimated Expenses per Person ($)	Essential Learning Experiences — **I**ntellectual Development (closely linked with curriculum) / **M**oral and Civic Education / **P**hysical and Aesthetic Development / Community **S**ervice / **C**areer-related Experiences				
			Level	Estimated Number of Participants							
1.1	Local Activities: To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness, or to organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential and nurturing in students positive values and attitudes										
							Intellectual	Moral & Civic Education	Physical & Aesthetic	Community Service	Career-related
1	Food security and biotechnology programme	Throughout the year	S5	80	100000.00	1250.0	✓	✓			✓
2	Competitions, students' activities and other programmes	Throughout the year	S1-S6	809	260000.00	288.5	✓	✓	✓	✓	✓

No.	Programme	Time	Level	Number	Budget	Per head					
3	Student's Mental Health Programmes	Throughout the year	S1-S6	809	50000.00	61.8	✓	✓	✓		✓
4	Subsidies for students' activities and competitions	Throughout the year	S1-S6	809	150000.00	289.5	✓	✓	✓	✓	✓
5	Prizes and book coupons for students' activities	Throughout the year	S1-S6	250	5000.00	20.0	✓	✓	✓	✓	✓
6	Chinese activities	Throughout the year	S1-S6	809	25000.00	30.9	✓	✓	✓	✓	✓
8	Field trip and visits	Throughout the year	S1-S6	200	50000.00	250.0	✓	✓	✓	✓	✓
9	Music programmes	Throughout the year	S1-S6	80	20000.00	250.0	✓	✓	✓	✓	✓
10	Life and Society: Walk in Hong Kong: A guided tour	July 2023	S1-S2	329	45000.00	136.8	✓	✓	✓	✓	✓
12	Physical Education Competitions and Expenses	Throughout the year	S1-S6	350	15000.00	42.9	✓	✓			✓
13	Literary Festival	March 2024	S4-6	40	10000.00	250.0	✓	✓	✓	✓	✓

No.	Activity	Date	Level	Number	Amount	Per head					
14	Religious training camps and sessions	Throughout the year	S1-S6	120	10000.00	83.3	✓	✓	✓		✓
15	Co-curricular religious programmes	Throughout the year	S1-S6	809	30000.00	37.1	✓	✓	✓	✓	✓
16	ELP: E Square Programmes - Zentangle	Jan 2024	S1	250	50000.00	200.0	✓	✓	✓		
17	STEAM Programme: Robotics Training Course	Throughout the year	S1-S5	20	40000.00	2000.0	✓				
18	Career: Mentorship programme	Throughout the year	S5	114	90000.00	789.5	✓	✓	✓	✓	✓
19	CBC: F3 Team-building activities	Jun 2024	S3	142	80000.00	563.4	✓	✓	✓	✓	✓
20	Smileys programmes	Throughout the year	S1-S6	809	25000.00	30.9	✓	✓	✓	✓	✓
21	F1 to F6 Counseling activities	Throughout the year	S1-S6	809	40000.00	49.4	✓	✓	✓	✓	✓
22	ECA: School Picnic	Nov 2023	S1-S2	360	100000.00	277.8	✓	✓	✓	✓	✓
23	Visual Art Activities	Throughout the year	S4-S6	200	25000.00	125.0	✓	✓	✓	✓	✓
24	Prefects' Training	Sept 2022	S4-	60	20000.00	333.3	✓	✓	✓	✓	✓

			S6								
25	Subsidies to ECA - for hiring coaches	Throughout the year	S1-S6	809	750000.00	927.1	✓	✓	✓	✓	✓
26	Class services projects	Throughout the year	S1-S6	809	60000.00	74.2	✓	✓	✓	✓	✓
27	Training for Orchestra and Choir	Throughout the year	S1-S5	100	150000.00	1500.0	✓	✓	✓	✓	✓
Sub-total of Item 1.1				**10,036**	**2200000.00**						

1.2											
1	Educational trips	Throughout the year	S1 - S6	20	20,000.00	$1,000.00	✓	✓	✓	✓	✓
Sub-total of Item 1.2				20	**20,000.00**						
Estimated Expenses for Category 1				9,976	**2,220,000.00**						

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

No	Item	Domain	Estimated Expenses ($)
1	Tools, equipment, consumables and reference books	STEM	10,000.00
2	Consumable lesson materials for F1 and F2 STEM curriculum	STEM	30,000.00
3	3D Printer	STEM	30,000.00
		Expenses for Category 2	**70,000.00**
		Expenses for Categories 1 & 2	2290000.00

Category 3: Estimated Number of Student Beneficiaries

Total number of students in the school: 809
Estimated number of student beneficiaries: 809
Percentage of students benefitting from the Grant (%):   100%

4.7 Plan for the Use of the Citizenship and Social Development Grant for 2023-2024 Academic Year

	Area	Expected Expenses ($)
i.	Developing or procuring relevant learning and teaching resources	65,700
ii.	Subsidising students and/or teachers to participate in Mainland interflow activities or study tours relating to the CS curriculum	57,631
iii.	Organising school-based learning activities relating to the CS curriculum	50,000
iv.	Organising or subsidising students to participate in joint-school / cross-curricular activities relating to the CS curriculum held in Hong Kong or in the Mainland	33,000
v.	Others (please specify):	0
	Total Expenditure:	206,331
	Expected unspent Balance:	0