



**ECF Saint Too Canaan College  
Annual School Plan  
2022-23**

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2022-23

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# School Vision & Mission

## **Our Vision:**

It is our belief that our students are created in God's image and they are unique, respectable and valuable. Therefore, it is our mission to educate our students to have respect for life as well as develop their abilities and potential given by God.

We believe that education is a means to practice the Christian faith. Based on the love of Christ, we are dedicated to educating our students with love and care.

## **Our Mission:**

Our main objective is to train students to become self-directed learners and promote self-esteem, passion for life, concern for others, social responsibility and life-long learning among students with an emphasis on virtue, wisdom, physical development, sociability, aesthetic appreciation and spirituality. To achieve the objective, our school strives to reinforce the foundations of "knowledge", "character and value" as well as "skill and quality" for our students. The following mission statement, in line with our belief and aspiration, serves as a blueprint for the long-term development of our school.

"Based on the teaching of the Bible and through the practice of love, we are committed to creating a learning environment filled with creativity, initiative, care and trust. We aim to help students build harmonious relationships with others, and to develop their own unique potential in the areas of intellect, character and temperament. We aspire to cultivate young people with a sense of responsibility, rationality and affection, who pursue excellence in life with vision and passion."

## Major Concerns

The major concerns were discussed in the School Administration Committee meeting. The following three major concerns were adopted for 2021-24, School 3-year Development Plan:

1. To implement a student-centered approach in academic and non-academic aspects.
2. To nurture students' positive values and attitudes through promoting value education holistically.

**Action Plan for the Major Concerns  
2022-23**

Objectives, strategies, implementation and evaluation

**Major Concern 1: To implement a student-centered approach in academic and non-academic aspects.**

Target 1.1 in SDP: Facilitate students to adopt active learning strategies and study habits in their learning.

Strategies	Success criteria	Methods of Evaluation	Time scale	PIC/ targets	Resources
1. Greater use of online platforms to encourage students to have lesson preparation and self-directed learning.	As reflected in lesson observations and homework inspections (Over 70% of teachers agree that such arrangements can help them enhance teaching and learning effectiveness)	Lesson observations Homework inspections Annual Report Subject Evaluation Survey L&T survey Meeting with Panels	Sept 22 – Jun 23	Teachers/ Students VP Panels head	Teachers training \$20,000
2. Promote note-taking habits in junior forms through workshops for students and teachers.	As reflected in lesson observations (Over 70% of teachers agree that such arrangements can help them enhance teaching and learning)		Sept 22 – Jun 23		QSIP CUHK \$300,000

Strategies	Success criteria	Methods of Evaluation	Time scale	PIC/ targets	Resources
	effectiveness)				
3. Equip senior form students with subject-based learning strategies focusing on study skills and examination skills.	As reflected in lesson observations  (Over 70% of teachers agree that such arrangements can help them enhance teaching and learning effectiveness)		Nov 22 - Jun 23		Learning skill workshop \$10,000
4. Provide more student-led activities in lessons to increase student participation in learning.	As reflected in lesson observations  (Over 70% of teachers agree that such arrangements can help them enhance teaching and learning effectiveness)		Sept 22 – Jun 23		
Target 1.2 in SDP: Enhance student learning capacity through promotion of Reading across the Curriculum (RaC).					
1. Promote reading to learn by assigning extended reading tasks to students in different subjects.	As reflected in student and teacher feedback (Over 70% of teachers agree that such arrangements	Annual Report Reading survey Subject Evaluation Survey  Meeting with librarian	Sept 22 – Jun 23	Teachers/ students	\$51,000

Strategies	Success criteria	Methods of Evaluation	Time scale	PIC/ targets	Resources
	can help students more engaging in reading activities and build up reading habits)  Reading atmosphere can be enhanced in S1.	Prefect			
2. Establish an online system for students to create their reading portfolios.			Sept 22 – Jun 23	Teachers/ students	
3. Set up theme-based Reading Club and Groups to encourage regular sharing by teachers and students.		Librarian Prefect Reading committee	Sept 22 – Jun 23	Teachers/ students	
4. Organize Reading marathon and Book Crossing Festival (漂書節) to create reading atmosphere.			Sept 22 – Jun 23	Teachers/ Students/ Parents	
Target 1.3 in SDP: Enhance learning and teaching effectiveness through facilitation of Assessment for Learning (AfL).					
1. Help students reflect on their learning progress using the internal data results to formulate their learning plans.	As reflected in student and teacher feedback (Over 70% of teachers agree that such arrangements can help students more engaging in learning and exam preparation)	Lesson observations  Annual Report  L&T survey  Meeting with Panels and teachers	Sept 22 – Jun 23	Teachers/ Students	-
2. Strengthen teachers to make better use of internal assessment data and public exam results to	As reflected in student assessment performance		Sept 22 – Jun 23	Teachers	-

Strategies	Success criteria	Methods of Evaluation	Time scale	PIC/ targets	Resources
evaluate teaching effectiveness and student learning performance.	(Internal exam, TSA and DSE passing rate will be improving)				
3. Provide teachers with opportunities for good practice sharing and professional training in department meetings and staff development day.	As reflected in lesson observations (Over 70% of teachers agree that such arrangements can help them enhance teaching effectiveness)		Sept 22 – Jun 23	Teachers/ students	-
Target 1.4 in SDP: Cultivate a culture of self-management and independence among students.					
Strategies 1: Equip students with attitudes and skills to organize activities independently through workshops and regular student-teacher meetings.					
SU can organize different activities for students and enhance their leadership qualities through 'learning by doing'.	Questionnaire (Score:1-4) 1. SU: ~Former SU organize the AGM smoothly. ~Cabinets promoted their platform in different ways clearly. ~Cabinets perform well in the consultation session ~Cabinets won the	Questionnaire to all the students, score over 2.5 Questionnaire to all candidates or cabinets, score is over 2.5 Comments from supervisors and other teachers	Whole year	PDC	\$16,900



Strategies	Success criteria	Methods of Evaluation	Time scale	PIC/ targets	Resources
	<p>election</p> <p>2. Four Houses: ~Former Houses committee members organize the AGM smoothly. ~Candidates promoted their visions in different ways clearly.</p>				
<p>Students will be equipped as a responsible leader through leadership training camp / service tour.</p>	<ol style="list-style-type: none"> <li>1. S1-3 class committee members can hold class activity in picnic day smoothly.</li> <li>2. Students can give positive comments after training.</li> <li>3. Students can give positive comments after training and they can practice what they learn to hold activities.</li> </ol>	<ol style="list-style-type: none"> <li>1. Feedback from form teachers, questionnaire to S1-3 students.</li> <li>2. A questionnaire will be given to students, that average score is over 2.5</li> <li>3. A questionnaire will be given to students, that average score is over 2.5 and a questionnaire from PICs, that average score is over 2.5</li> </ol>	<p>Whole year</p>	<p>PDC</p>	

Strategies	Success criteria	Methods of Evaluation	Time scale	PIC/ targets	Resources
<b>Strategy 3 : Promote “student-led” practices in class routines and activities through class teachers.</b>					
Provide class-based activities such as Inter-class Board Décor Competition, Inter-class Energy Saving Comp, Music Contest, etc to promote leadership and engagement among students	● 70% of the students actively engage in the activities	● Questionnaire	Whole year	SD	

## **Major Concern 2: To nurture students’ positive values and attitudes through promoting value education holistically.**

**Target 2.1 in SDP : Teachers’ consensus about the importance and the need for promoting value education in a holistic way is established.**

Strategy 1 : Increase teachers’ understanding of the rationale, goals and purposes of value education through various means such as online courses, professional development programmes, outsourcing programs and joint school programs.

Strategies	Success criteria	Methods of Evaluation	Time scale	People/department in Charge	Resources
Organize legal talks for existing teachers	● 70% of participants believe the talks help them deliver values to students effectively	Questionnaire	2 <sup>nd</sup> term	SD	\$10,000
Value education Assembly (Basic law)	All students joined the assembly with respectful attitude	Students evaluation	Whole year	MCEC	/

Strategies	Success criteria	Methods of Evaluation	Time scale	People/department in Charge	Resources
Coordinate flag-raising ceremony 1. Students can experience their national identity through the flag-raising every month and other special occasions. 2. MCE Society members will learn how to process the Flag-raising ceremony	All students should participate in the ceremony with respectful attitude and well-disciplined. Rating is above 3.5	Teacher evaluation	Whole year	MCEC	
Materials about national education will be updated on the displayed board	Updated the board periodically	Teacher evaluation	Whole year	MCEC	
<b>Strategy 3 :</b> Develop a new curriculum for form teacher lessons.					
Incorporate Failure Education (coop with Methodist Quality Education Centre into form teachers lessons	70% of the participants believe failure education is essential to students	Questionnaire	Whole year	SD	\$30,000
<b>Target 2.3 in SDP : Promote national security education in the school</b>					
<b>Strategy 1 :</b> Form a working group on safeguarding national security and national security education to plan, formulate and coordinate related measures.					
Review the measure of safeguarding national security regularly	At least 3 times of meeting are conducted	Minutes of meetings	Whole year	SD	
<b>Strategy 2:</b> Enrich students' understanding of the history and development of the country and enhance their sense of national identity through the school curriculum and diversified life-wide learning activities.					

Strategies	Success criteria	Methods of Evaluation	Time scale	People/department in Charge	Resources
1. Coordinate for both local activities(S1-5) and overseas tours(S3-5) 2. Coordinate and organize different learning activities for different forms 3. Implement the activities in a whole school approach	1.Each activity should be designed with learning aims for students which the students can achieve 2.Each activity is implemented with safety 3.Students perform their achievements successfully during the programs and in LWL presentation	1. Self-evaluation meeting. 2. Debriefing session of all PICs 3. The annual report will be made at the end of the academic year. 4. Questionnaire to students and teachers	Whole year	PDC / LWL	\$71,140
<b>Strategy 3:</b> Reinforce students' understanding of Basic Law especially the basic concept of Basic Law and the relationship between the Central Authorities and the HKSAR.					
<b>Target 2.4 in SDP : Inculcate and reinforce 3R (Respect, Responsibility, Resilience) among students through different activities.</b>					
<b>Strategy 1 :</b> Strengthen students' interpersonal and communication skills to interact with other students through Harmony Day and Appreciation Day.					
To nurture students with the appropriate attitude to face adversity	Rating is above 3.5 which demonstrates the assembly could help students to understand moral and civic affairs and enhance their interpersonal and communication skills	● Teacher evaluation / Questionnaire	Appreciation Day 11/11/2022 Harmony Day 18/11/2022	SD	

<b>Strategy 2: Further incorporate green education practices into the formal and informal curriculum.</b>					
Strategies	Success criteria	Methods of Evaluation	Time scale	People/department in Charge	Resources
Use the butterfly garden to design lessons about conservation of butterfly and integrate with S1 I.S curriculum	More than 75% students agree that the lessons help them to understand the concept of conservation and nitrogen cycle	Questionnaire to students and teachers	2nd term	GSC	\$2,000
Use the butterfly garden to design lessons about conservation of butterfly and integrate with S1 I.S curriculum					

**ECF Saint Too Canaan College**  
**Plan on Use of Capacity Enhancement Grant in 2022/2023 School Year**

Name of school : ECF Saint Too Canaan College

Our school has read and understands the ground rules and procedures in the utilization of the Capacity Enhancement Grant (CEG). The following plan on the use of the CEG is drawn up after full consultation with teachers.

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible Party
To relieve teachers' workload so that teachers can concentrate on: Curriculum development Enhancing students' language proficiency ✓ Coping with learning needs of students ✓ Others (Please specify) <u>Enhance teaching effectiveness</u>	<ul style="list-style-type: none"> <li>● To recruit 2 Associate Teachers to provide support to teachers.</li> <li>● To cater the learning needs of students, e.g. teaching lessons, lesson substitution, exam invigilation, homework detention, tutorial.</li> <li>● To assist teachers' teaching effectiveness, e.g. organize learning activities, extra-curricular activities, preparing teaching equipment &amp; exam timetable</li> <li>● To share teachers' administrative duties, e.g. preparing teaching materials, statistics, taking mins etc.</li> </ul>	From September 2022 to August 2023	2 Associate Teachers (Around HK\$520,000 = Salary & MPF)	<ul style="list-style-type: none"> <li>● Teacher questionnaire – over 70% of teaching staff agreed relevant strategies have:</li> <li>● Teachers agree that their administrative workload is shared and relieved.</li> <li>● The teachers can save more time to prepare lessons and teach students after school.</li> <li>● Enhanced capacity of teachers to concentrate on teaching effectiveness.</li> <li>● Assisted in better arrangements in the organization of learning activities/extra-curricular activities, e.g. in life-wide learning and different student activities.</li> </ul>	Ms. Chan Wing Sze (Executive Officer)

**School-based After-school Learning and Support Programmes 2022/23 s.y.**  
**School-based Grant - Programme Plan**

**Name of School:** ECF Saint Too Canaan College

**Staff-in-charge:** Mr. Yan Ka Chi

**Contact Telephone No.:** 2372 0033

**A.** The estimated number of students (count by heads) benefitted under this Programme is 99 (including A. 17 CSSA recipients, B. 49 SFAS full-grant recipients and C. 33 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 <sup>#</sup>			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
					A	B	C		
Aesthetic Development (Guitar Club, Drama Club, Model Scene Interest Class, Model Society, Campus Beauty Committee, VA Society and Robotics workshop)	Provide artistic concepts to students and nurture their interest in art	Perform well in the lessons with good performance / products and 75% attendance record	Skill-based training, questionnaire	Oct 2022 – May 2023	0	13	6	\$4825	
Physical Development (Basketball Club, Dance Club, Fitness Training Class)	Provide sports knowledge and help students establish a lifelong exercise habit	Active in participation with 75% attendance record	Skill-based training, questionnaire	Oct 2022 – May 2023	3	7	3	\$4305	
Intellectual Development (Board Game Society)	Provide platform for students to train up their minds and share with each other	75% attendance record	Good attitude / nurture the critical mind	Oct 2022 – May 2023	0	4	0	\$400	
Service Group (Red Cross)	Educate students on the spirit of serving, caring and disciplines from the service groups	75% attendance record	Teachers' observation : Discipline and serving heart	Oct 2022 – May 2023	0	2	0	\$500	

*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 <sup>#</sup>			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
					A	B	C		
School Team (Athletics Team Boys & Girls, Badminton Team Boys & Girls, Basketball Team Boys, Basketball Team Girls, Climbing, Cycling Team, Dodgeball Team Boys & Girls, Fencing Team, Football Team Boys, Frisbee Team Boys & Girls, Table-tennis Team Boys & Girls, and Volleyball Team Girls)	Enhance students' interests towards sports and to enhance students' skills in school team	75% attendance record	Good learning performance in the class, skill test, attendance record etc.	Oct 2022 – May 2023	13	23	19	\$28600	
Organic Garden	Provide workshops on farming skills for students	75% attendance record	Good learning performance, serious attitude in farming	Oct 2022 – May 2023	1	0	2	\$600	
Worm Growing Project	Educate students on the concept of edible insects and its benefits	75% attendance record	Good learning performance, serious attitude in learning the scientific knowledge and skill	Oct 2022 – May 2023	0	0	3	\$600	
<b>Total no. of activities: <u>26</u></b>					<sup>@</sup> No. of man-times	17	49	33	
					<sup>**</sup> Total no. of man-times	99			

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)



**Annual Programme Proposal for  
DLG - Other Programmes: Gifted Education for the 2022/23 school year**

<b>Domain</b>	<b>Programme</b>	<b>Objective(s)</b>	<b>Targets (No./level/selection)</b>	<b>Duration/ Start Date</b>	<b>Deliverables</b>	<b>Teacher i/c</b>	<b>Budget</b>
Learning & Teaching Department	Tutorial for elites for different DSE subjects	To tailor-make course to enhance the learning effectiveness of different DSE subjects	Selecting S4 – S6 students with different ability recommended by subject teachers after RT/Exam and in Summer	Around 30 courses of 8-12 lessons DSE drilling throughout the year	Courses delivered by experienced tutors or alumni	KSH/Panel heads	\$42,500
Chinese Department	Debate Skills Training (Chinese)	To enhance students debating skills in Chinese	S4 – S6 students can improve their skills in debate and public speaking	10 – 12 sessions	- Regular practice. - Join inter-school competition	SSS	\$20,000
Learning & Teaching Department	Japanese Course (off school support programme)	- To enhance students' competitiveness and increase their chances for tertiary education - To build up a foundation in Japanese - To develop students' multiple potential and to enhance their worldwide perspective	2 S5 students, selecting students with language ability and interest	40 lessons throughout the year	Test & exam	CB	\$8,600

(Template)  
**Plan on the Use of the Life-wide Learning Grant**  
2222-2023 School Year

Schools are required to upload this Plan or the Annual School Plan which consist of this Plan endorsed by their SMCs / IMCs onto the homepage of the schools for the sake of enhancing transparency and in accordance with the established practice.  
**Declaration: We understand clearly the principles on the use of the Life-wide Learning Grant and, after consulting teachers on the allocation of the resources, plan to deploy the Grant for promoting the following items.**

**Category 1: To organise / participate in life-wide learning activities**

Schools are required to complete this part							Completion of this part is not mandatory								
No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ the appropriate box(es); more than one option can be selected)					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Intellectual Development (closely linked with curriculum)	Values Education	Physical and Aesthetic Development	Community Service	Career-related Experiences	
1.1	<b>Local Activities:</b> 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														
e.g.	Career Experience Activity	Nov 2022	S1-S3	200	\$20,000.00	\$100.00									
1	Math Olympics Training	Oct 2022 - May 2023	S1-S5	20	\$8,000.00	\$400.00									
2	LS Coach booking for field trip	Whole Year	S1-S4	537	\$12,000.00	\$22.35									
3	Tech Coach booking for field trip	Mar - Apr 2023	S4-S5	50	\$2,000.00	\$40.00									
4	CGC : Mock Release of DSE Result	Dec 2022	S6	92	\$15,000.00	\$163.04									
5	Chinese Speech Team	Whole Year	S1-S6	12	\$8,500.00	\$708.33									
6	Chinese Debate Team	Whole Year	S3-S4	9	\$20,000.00	\$2,222.22									
7	English Speech Team	Whole Year	S1-S6	20	\$7,000.00	\$350.00									
8	School Choir	Whole Year	S1-S5	40	\$5,000.00	\$125.00									
9	School Orchestra	Whole Year	S1-S6	10	\$34,500.00	\$3,450.00									
10	Sports Team Coach	Whole Year	S1-S6	310	\$239,000.00	\$770.97									
11	Transportation fee for HKUPA Frisbee To	To be confirmed	S2- S5	15	\$3,000.00	\$200.00									
12	PDC: Subsidies for ECA	Whole Year	S1-S6	734	\$158,385.00	\$215.78									
13	School Picnic	4 Apr 2023	S1-S6	734	\$30,000.00	\$40.87									
14	PDC: LWL	26-30 Jun 2023	S1-S6	734	\$22,940.00	\$31.25									
16	SNC Camp fee	Apr 2023	S1-S5	40	\$19,600.00	\$490.00									
17	SD Leadership training program	Whole Year	S1-S5	120	\$25,000.00	\$208.33									
(Please insert rows above if the space provided is insufficient.)															
<b>Sub-total of Item 1.1</b>				<b>3,477</b>	<b>\$609,925.00</b>										
1.2	<b>Non-Local Activities:</b> To organise or participate in non-local exchange activities or non-local competitions to broaden students' horizons														
e.g.	Exchange Tour to the Greater Bay Area	10-12 Apr 2023	S4-S5	88	\$100,000.00	\$1,136.36									
1	CGC Study Tour	26-30 Jun 2023	S4-S5	20	\$40,000.00	\$2,000.00									
2	PDC Study Tour	26-30 Jun 2023	S4-S5	15	\$54,000.00	\$3,600.00									
3	ENG : Tour to Australia	Aug 2023	S3-S5	15	\$40,000.00	\$2,666.67									
4	STEM Study Tour	26-30 Jun 2023	S4-S5	12	\$30,000.00	\$2,500.00									
(Please insert rows above if the space provided is insufficient.)															
<b>Sub-total of Item 1.2</b>				<b>62</b>	<b>\$164,000.00</b>										
<b>Total for Category 1</b>				<b>3,539</b>	<b>\$773,925.00</b>										

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

No.	Item	Purpose	Estimated Expenses (\$)
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No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ the appropriate box(es); more than one option can be selected)					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Intellectual Development (closely linked with curriculum)	Values Education	Physical and Aesthetic Development	Community Service	Career-related Experiences	
1.1	<b>Local Activities:</b> 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														
e.g.	STEM Learning Kits	STEM Interest Group Activity			\$50,000.00										
1	Lib : Reading & materials	Reading Activities			\$6,500.00										
2	STEM : Purchase of equipment	LWL program			\$10,000.00										
3															
<b>(Please insert rows above if the space provided is insufficient.)</b>															
				<b>Estimated Expenses for Category 2</b>		<b>\$16,500.00</b>									
				<b>Estimated Expenses for Categories 1 &amp; 2</b>		<b>\$790,425.00</b>									

**Category 3: Estimated Number of Student Beneficiaries (Compulsory)**

Total number of students in the school:	734
Estimated number of student beneficiaries:	734
Percentage of students benefitting from the Grant (%):	100%

Name of Contact Person for LWL:	CWK
Post of Contact Person for LWL:	Head of PDC

**ECF Saint Too Canaan College**  
**Grant for the Sister School Scheme 2022/23 Annual Plan**

**Name of Sister School:** 深圳市坪山區中山中學 (pair-up)

**Date of Forming Sister School Pair:** 16<sup>th</sup> December 2019

Other sister school: 廣東番禺中學 /番禺實驗中學 (2005 contacted, June 2021 reconnected)

Our school plans to conduct the following exchange activities with our sister school:

Item No.	Item Name and Content of the Exchange Activity	Intended Objective(s)	Monitoring / Evaluation	Grant Allocation
1.	<p><b>Online Conference</b></p> <p>i. middle management Explore on management strategies under pandemic</p> <p>ii. L&amp;T department Sharing on effectiveness of using IT teaching or online platform under pandemic</p>	<p><b>Management staff</b></p> <p>iii. Exchange and share management experience under pandemic</p> <p>iv. Upgraded sanitary facilities under pandemic</p> <p>v. To understand sister school</p> <p>Participated staff: SAC members, Form leaders/AO/EO/ IT dept.</p>	Evaluation meeting will be conducted in order to follow up what is discussed during the meeting.	<p>AV hardware and networking enhancement to ensure the smooth execution of the online conference</p> <p><b>HK \$100,000</b></p>
2	<p><b>2-day visit to sister school in Shenzhen or Guangdong (if applicable, depends on Pandemic)</b></p> <p>i. Study tour, 20 student leaders + 4 teachers</p> <p>ii. Prepare latest school publication and collateral for the sister school</p> <p>iii. Video recording or photo taking to record the exchange</p>	<p><b>Teachers:</b></p> <p>i. Attend lessons to experience different education between places.</p> <p>ii. Experience cultural diversities in order to build harmonious relationships between Hong Kong and Shenzhen</p> <p>iii. Understand the cultural difference in two places</p>	<p>Survey will be done by participated staff to evaluate the trip.</p> <p>Participated teachers will prepare a sharing session with all other teaching staff.</p> <p>Student leaders will share</p>	<p><b>HK\$ 1200*24, \$24,000</b></p> <p>Transportation, accommodation and meals for staff</p> <p><b>HK\$ 80,000</b></p> <p>Collateral, publication and souvenirs production including design fee</p>

Item No.	Item Name and Content of the Exchange Activity	Intended Objective(s)	Monitoring / Evaluation	Grant Allocation
	<p>Teachers: Sharing on teaching methodology and Morale and Civic education, positive values. Students leaders</p> <ul style="list-style-type: none"> <li>● Campus visit and understand the latest teaching technology in China</li> <li>● Cultural exchange and sharing of learning experience</li> </ul>	<p>Students:</p> <ol style="list-style-type: none"> <li>i. Encourage cultural exchange between the students of both schools</li> <li>ii. Develop the leadership skill of our students when housing the students of the sister school.</li> </ol>	<p>learning and serving experience with local students</p> <p>Reflection with photos will be uploaded to school website.</p>	
3	<p><b>Arrange visit to our school for the sister school:</b></p> <ol style="list-style-type: none"> <li>i. Invite teachers and students from our sister school to visit us.</li> <li>ii. Arrange local cultural visits or other activities for the students.</li> <li>iii. Arrange lessons for the students.</li> <li>iv. Video recording or photo taking to record the exchange</li> </ol>			<p><b>HK\$ 1200*24, \$24,000</b></p> <p>Transportation, accommodation and meals for representatives and students of the sister school</p> <p><b>HK\$ 70,000</b></p> <p>AV hardware to record the activities</p>

**Financial Budget for 2022-23:**

Grant for the school year 21/22 (Carried forward)	HK\$ 156,035
Grant for the school year 22/23	HK\$ 150,000
Estimated Expenditure	<u>HK\$ 298,000</u>
<b>Surplus / (Deficit) for the year</b>	<b><u>HK\$ 8,035</u></b>

**Plan of Learning Support Grant (LSG)  
for the 2022/23 school year**

<b>Name of Activity</b>	<b>Objective of Activity</b>	<b>Target Group</b>	<b>Duration</b>	<b>Success Criteria/ Evaluation Method</b>	<b>Effectiveness</b>	<b>Actual Expense/ Average Expense</b>
Clinical Counselling Service	To provide individual counselling	Students with emotion needs	11/2022-6/2023	Participants' comments; Teachers' observation	The service of outsource organization is satisfactory. Students' ability has been enhanced.	\$102,000
Study Skills Enrichment Program	To enhance study skills	Dyslexia ADHD	9-11/2022	Students' survey & Teachers' observation	Teacher's performance is professional. The teacher can guide students to participate actively. Students' improvement is obvious.	\$16,000
Social Skills Training Program	To enhance social skills	ASD	2-5/2023	Students' survey & Teachers' observation	The service of outsource organization is satisfactory. Students' social skills have been enhanced.	\$12,000
Chinese Fun Learning	To enhance Chinese learning ability	Dyslexia ADHD	2-5/2023	Students' survey & Teachers' observation	Teacher's performance is professional. The teacher can guide students to participate actively. Students' improvement is obvious.	\$12,000
Career Visit/ Job Placement/	To encourage students to prepare	SEN students	2-8/2023	Students' survey & Teachers' observation	The service of outsource organization is	\$4,000

<b>Name of Activity</b>	<b>Objective of Activity</b>	<b>Target Group</b>	<b>Duration</b>	<b>Success Criteria/ Evaluation Method</b>	<b>Effectiveness</b>	<b>Actual Expense/ Average Expense</b>
	for their future study and career				satisfactory. Students' can know more about various jobs, which stimulate to think about their own career.	
Assessment fee	To subsidize the assessment fee of a SEN student	SEN student	9/2022-7/2023	Diagnosis as student with special need and supported by assessment report and fee receipt.	Can share the financial burden of parents.	\$24,000
Employment of Teaching Assistant	To recruit a Teaching Assistant to support SEN admin & student service	SEN students	Whole year	Performance appraisal	Provide support in an effective manner	\$210,168
Employment of Teacher	To subsidize the salary of teacher in charge of SEN Committee	SEN students	Whole year	Performance appraisal	Plan the support strategies to SEN students in an effective manner	\$571,680

**ECF Saint Too Canaan College**  
**Plan on the Use of the Promotion of Reading Grant 2022-2023**

The major objectives of promoting reading: (e.g. creating a reading culture)

Enhance student learning capacity through promotion of Reading across the Curriculum (RaC) by assigning extended reading tasks to students in different subjects with the use of Reading Booklet. We would like to arouse the reading atmosphere by organizing different reading activities such as Reading Week to foster the students, teachers and parents' reading environment.

	<b>Item*</b>	<b>Estimated Expenses (\$)</b>
1.	Purchase of reading materials	\$30,000.00+ \$10,000.00 = \$40,000.00
	<input checked="" type="checkbox"/> Printed books	
	<input checked="" type="checkbox"/> e-Books or e-resource	
2.	Web-based Reading Schemes	\$12,000.00
	eRead Scheme:	
	<input checked="" type="checkbox"/> Other scheme : Wisenews e-platform	
3.	Reading Activities	\$5,000.00 +\$10,000.00
	<input checked="" type="checkbox"/> Hiring writers, professional storytellers, etc. to conduct talks	
	<input checked="" type="checkbox"/> Hire of service from external service providers to organize learning activities related to the promotion of reading	
	Paying the application fees for students to participate in reading activities and competitions	\$5,000
	<input checked="" type="checkbox"/> Subsidizing students to participate in or apply for fee-charging reading related activities or courses	
4.	Others : _____	

\* Please tick the appropriate boxes or provide details.



**ECF Saint Too Canaan College**  
**Financial Budget for the year of 2021-2024**

**Budget on Use of Citizenship and Social Development Grant**

<u>Area</u>	<u>Budget (\$)</u>
Developing or procuring relevant learning and teaching resources	\$50,000
Subsidising students and/or teachers to participate in Mainland interflow activities or study tours relating to the CS curriculum	\$100,000
Organising school-based learning activities relating to the CS curriculum	\$50,000
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	\$100,000
Others (please specify):	
<b>Total Budget:</b>	<b>\$300,000</b>