



HOLY TRINITY COLLEGE

ANNUAL SCHOOL PLAN 2010-2011

2010-2011

October 2010

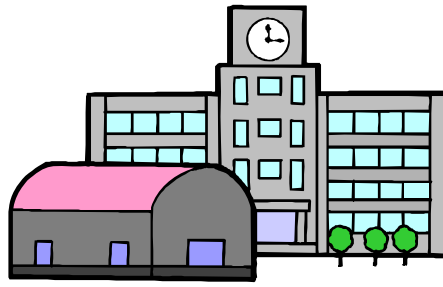
Holy Trinity College

Annual School Plan 2010-2011

Contents

1.	Our Vision and Mission	Page 1-2
2.	Annual School Plan 2010-2011	
2.1	Theme for 2010-2011	Page 3
2.2	Major Concerns	Page 4-10
2.2.1	To acknowledge and support learner diversity	
2.2.2	To enhance student-centred self-regulated learning	
2.2.3	To build positive values and promote virtuous behaviour in Trinitians	
2.2.4	To promote school ethos through celebration of the 45 th Anniversary in 2011	
2.3	Diversity Learning Grant Plan	Page 11
2.4	After-school Learning & Support Programme Plan	Page 12-13
2.5	Provision of Capacity Enhancement Grant 2010-2011	Page 14
2.7	Principal's Continuing Professional Development Plan 2010-2011	Page 15

School Vision & Mission



Our Vision

In keeping with the mission of the Sisters of the Precious Blood, we have defined our vision for all staff and students:

- To provide a good and all-round education
- To develop the truth, goodness, beauty and holiness of a person
- To give priority to religious and moral education
- To spread the words of the Gospel
- To teach students to be happy to serve others, and be good citizens who are ready to contribute positively to their society and country.



Our Mission

At Holy Trinity College we are committed to:

- ◆ Attaining the all round development of the students
- ◆ Providing a happy learning environment
- ◆ Building up a strong family spirit in the campus, modelling on the unity, love and harmony of the Father, the Son and the Holy Spirit of the Trinity, after Whom our school is named
- ◆ Encouraging students to work hard in their studies and to take an active part in co-curricular activities
- ◆ Developing students into independent-minded individuals with an awareness of the community
- ◆ Equipping our students with diversified knowledge, functional skills and proper attitudes which will help them lead a full life and play a positive role in society
- ◆ Empowering our students to develop their potential.



The 45th Anniversary

Theme for 2010-2011

**Love School
Love Life**

熱愛學校

起動人生

Year Plan 2010-2011

(1) Major Concern: To acknowledge and support learner diversity

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
1.1 Chemistry panel to assign Challenging Exercises for high ability group and Basic Exercises for average and low ability group	Sept 10 - May 11	- Students of high caliber are supported with more challenging tasks and achieve more	- Students' self-reflection and performance in exercises in chemistry	- Chemistry Panelists	- Teachers' preparation time and effort - Resource materials purchased
1.2 Subject panels to design class work and home assignments of various levels of difficulties for different ability groups	Sept 10 - May 11	- Students are better engaged in their tasks and complete their assignment on time	- Students' self-reflection and performance in class work and home assignments	- Subject Panelists adopting the strategy	- Teachers' preparation time and effort - Resource materials purchased
1.3 Continue to support weaker students and increase their level of self-esteem through Economics Tutorial Groups, Geography Enhancement Class, Mathematics Tutorial Class, Peer Tutor Programme (by the Guidance Board) and Big Sister Scheme (by English Language Panel) and Individual Tutorial for Non-Chinese Speaking Students	Oct 10 - June 11	- Weaker students are supported in their learning of Economics, Geography and Mathematics - Weaker students in the junior forms are supported by Peer Tutors in their weekly meetings - The speaking skills and listening skills in English Language is improved among junior form students - The NCS are supported in reading Chinese Language and they improve in their Mathematical skills	- Students' self-reflection and performance in assignments, assessment and their scores in examination - Teachers' observation and students' motivation to learn	- Subject Panelists adopting the strategy - Guidance Board	- Teachers' free lessons - Cost for Tutorial Classes - Teaching Assistant
1.4 Subject panels to utilize the electronic students participating system in learning and teaching	Oct 10 - May 11	- Subject teachers and students can make use of the system in interactive learning and teaching	- Teachers are able to use the system after training	- IT Board members - English Language Panelists	- IT Board to provide professional development course on the use of the system and the electronic whiteboard - Teachers' preparation time and effort

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
1.5 Subject panels to utilize the electronic white boards for interactive learning and teaching	Oct 10 – May 11	- Teachers and students benefit from the use of electronic white boards for learning and teaching	- Teachers are able to use the system and the electronic white boards after training - Lesson observation of the use of electronic whiteboard	- IT Board members - Geography panelists - Chemistry panelists - Chinese Language panelists - English Language panelists	- Support from IT Board - Teachers' preparation time and effort - Teaching resources in books and on the web
1.6 History panel to extend co-operative learning to junior forms	Oct 10 - May 11	- History teachers of junior forms to organize learning activities in class to support students in completing their learning tasks	- Teachers' observation - Learning outcome after the activities	- History panelists	
1.7 PE panel to design progressive training plans for weaker students and to provide choices of different levels in skill tests and examination		- Majority of students agree that they can master a skill better and develop confidence in performing different sport skills	- Students' survey and performance in skill test - Teachers' observation	- PE panelists	
1.8 Continue to select students to participate in Gifted Programme by EDB, the Hong Kong Academy for Gifted Education and other education programmes for the gifted students	Sept 10 – June 11	- Continue to select students with high caliber to join the Gifted Programmes in various areas/Mathematics Olympiad/Chemistry Olympiad/Australian Chemistry Quiz/Inter-school Science Competitions/Bridge Design Competition/Photography Competition/Chinese Debate Competition/Hong Kong Schools Speech and Music Festival	- Students' preparation, presentation, participation and involvement in the programmes - Achievements in the programmes/competition - Teachers' Feedback and students reflection	- Careers Board and Subject Panels	- Teachers' recommendation and supervision - Programme Fee - Course Fee
1.9 Chinese Language Panel continue to provide speech training for all F. 4 and F. 5 students	Oct 10 – May 11	- Students complete the speech training and agree that they can master the skills better with confidence	- Students' attendance record and performance in examination	- Chinese Language panelists	- Course Fee

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
1.10 Computer and Information Panel continue with the F. 4 Blog entry writing on pre-assigned categories (Hardware, Software, News and Websites)	Sept 10 – May 11	- F. 4 students contribute a blog entry on pre-assigned categories	- Feedback from students visiting the webpage - Number of visitors of the website from page counter	- CIT teachers of F. 4	
1.11 Ethics Panel continue to implement PATHS (Positive Adolescent Training through Holistic Social Programmes) - Tier 1 Programme in F. 3 - Tier 2 Programme (training and social service programme after school)	Sept 10 – May 11	- Students complete the worksheets/assignment set by teachers - Weaker students agree that their self-confidence increases after joining the Tier 2 programme	- Students' worksheets - Teachers' observation - Questionnaire	- F. 3 Ethics teacher - School Social Worker	- Professional support from the HKFYGs

(2) *To enhance student-centred self-regulated learning*

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
2.1 Subject panels to continue enhancing critical thinking through e-Class on-line forum to implement self-regulated learning and enhance the effectiveness of teaching and learning	Sept 10 – May 11	- Students are eager to engage in on-line forum by posting notes on particular themes - Progress of students individual and group work being recorded for teachers' monitoring	- Teachers' feedback and students' performance	- Panelist adopting this strategy	- Support from IT Staff - Financial support of e-Class system
2.2 Continue to develop students' deep learning through incorporating problem-based learning in different subjects	Oct 10 - June 11	- Students are able to display their skills in reasoning, analytical and critical thinking in individual and group project work	- Students' project work, presentation and survey - Teachers' feedback and students' reflection	- Teachers' taking part in cross-curricular project learning - Panels involved	- Teachers' supervision
2.3 Chemistry and Physics Panels to promote experiment design, analysis and investigation	Oct 10 - June 11	- Students are able to design experiment and write report	- Students' report/quiz on experiments	- Chemistry and Physics teachers and lab. technician	- Trial run of experiments by Lab. Tech. - Teachers' support in class discussion

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
2.4 Chinese Language Panel to encourage the use of self-regulated Learning Handbook for junior form	Sept 10 - May 11	- Students read the handbook and make use of the resource information in learning the language	- Teachers' assessment on reading skills - Students' performance in assignment and test scores	- Chinese Language Junior Panel	- The printing cost of the Self-regulated Learning Handbook
2.5 Computer and Information & Technology panel to implement PC Building for F. 5 students to improve trouble shooting skills	Oct 10 - June 11	- Students install operating system and necessary driver to operate the PC - Students consolidate their hardware knowledge in textbook	- Feedback from students - Worksheets before and after the activity	- F. 5 CIT teachers	- 6 sets of PC components - Support from 17 staff
2.6 Panels continue to select topics for self-regulated learning and class presentation	Oct 10 - June 11	- Students are able to complete the reading and learning activities, showing understanding of the concepts - Students are able to present their understanding of the knowledge of the topic assigned	- Feedback from students - Teachers' observation and supervision	- Teachers involved	- Reading materials selected
2.7 Language Panels continue to implement the self-regulated on-line reading exercises	Oct 10 - June 11	- Students complete the on-line reading exercises and attempt a higher level of learning activities	- Self-generated reports supplied to teachers	- English Language Panel - Chinese Language Panel	- Cost for subscription
2.8 A Collaboration Project by OLE & SLP Board and the English Language Panel on writing "Self-account" for SLP report for F. 6 students	Oct 10 - June 11	- Students are able to complete the writing on self-account in Student Learning Profile	- The completed worksheet - Teachers' observation and supervision	- OLE & SLP Board - English Language Panel	
2.9 Encourage self-regulated learning in Mathematics and Chemistry through subject homepage	Oct 10 - June 11	- Related panelists find the learning materials on subject homepage interesting useful - Students' interest and knowledge in the subject is	- Homepage Hit Rate - Teachers' feedback and evaluation	- Mathematics Panel - Chemistry Panel	- Teachers' and students' expertise and time in constructing and maintaining the

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
2.10 CIT Panel continue to teach “Scratch” in F. 1 to strengthen students’ programming concepts and logical thinking skills	Oct 10 - June 11	enhanced and they benefit from self-learning using the subject homepage - Students can finish the programming project assigned	- Teachers’ assessment - Students’ feedback	- CIT teachers	homepage

(3) To build positive values and promote virtuous behaviour in Trinitians

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
3.1 Continue to participate in JA Company Program to apply business knowledge learnt in a real setting and promote business ethics among participants	Sept 10 - June 11	- Students’ attendance and participation in regular meetings - Students are able to run a business in an ethical and socially responsible way - Students learn the virtuous behavior of Trinitians from our alumni business advisers	- Assessment of students’ performance in the meetings - Students’ feedback	- BAFS Panel	- Two business advisers from JA - A link teacher stand by at school during every meeting
3.2 To promote environmental awareness and to recognize students’ social responsibilities	Oct 10 - June 11	- A clearly defined theme focusing on “Low Carbon Living” will be adopted - Students are able to participate in the secondary stage of the Public Engagement Exercise concerning the West Kowloon Cultural District Project	- Annual Report of the Environmental Protection Society - Students’ Feedback - Teachers’ observation	- Geography and Liberal Studies Panels	- Questionnaire
3.3 Continue to implement “Little Prince is Depressed” (School-based Mental Health Enhancement Programme) in F. 2	Oct 10 - June 11	- Students are able to complete the training and increase their resilience and problem solving skills	- Student Survey - Teachers’ Observation	- Ethics Panel	- Professional support from the HK Jockey Club Centre for Suicide Research of HKU

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
3.4 To implement Adventure-based training for F.2 and F.3 students and organize F.1 Learning Camp	Oct 10 – June 11	- Students' understanding and knowledge on these social issues improved and they can discuss the issue from multi-perspectives	- Student Evaluation Survey - Trainers' observation	- Guidance Board - Pastoral Care Worker - School Social Worker	Camp Fee - Professional Support from Trainers
3.5 Continue to conduct seminars and organize workshops on relevant topics including national education, environmental and social issues	Oct 10 – June 11	- Participants' leaderships skills enhanced through active involvement in the programmes	- Students' performance in discussion and presentation - Teachers' observation	- Civic Education Board - Careers Board - Guidance Board	- Fee for Guests' Speaker
3.6 Continue to select students for the various exchange programmes to nurture national identity and further develop the generic skills 3.6.1 Sister Schools Programme 3.6.2 Pearl River Delta Study 3.6.3 Guangzhou Architecture Study	Oct 10 – June 11	- Students agree being empowered with new insight when learning with other participants from a different background and life experience	- Students' self-reflection - Teachers' observation	- Civic Education - OLE & SLP Board	- Cost for participants in the exchange programme - Quality Education Fund - Life wide Learning Fund

(4) To promote school ethos through celebration of the 45th Anniversary in 2011

Strategies/Tasks	Time Scale	Success Criteria	Method of Evaluation	People Responsible	Resources
4.1 Adopt a whole school approach to organize celebrations on the theme “ Love School Love Life” 4.1.1 upgrading school website 4.1.2 The 45 th Anniversary Thanksgiving Mass 4.1.3 The 45 th Anniversary Reunion Dinner 4.1.4 The 45 th Anniversary HTC Ball Games Tournament, Logo Design, Recipe Design, JA Company Product Design	Sept 10 – June 11	<ul style="list-style-type: none"> - Students actively participant in preparation discussion, presentation of the various celebration programmes - Students’ leadership skills and generic skills being enhanced through involvement in the celebrations 	<ul style="list-style-type: none"> - Monitoring and supervision by teachers - Opinions from the participant and other stakeholders - Students’ self-reflection 	- All teachers and students	- Subsidies from the 40 th Anniversary Fund
4.2 To display learning outcomes of students through various channels	Oct 10 – June 11	- Stakeholders are able to witness the accomplishment of the school			

Three-year plan – Provision of gifted education programmes for 2010/11 to 2012/13 cohort of senior secondary students

The following gifted education programmes are adopted with the support of EDB's Diversity Learning Grant (DLG):

Name of programme(s) / course(s) and provider(s)	Strategies & benefits anticipated	Duration of the programme /course	Selection Mechanism for target students	Estimated no. of students involved in each school year			Evaluation of student learning / success indicators	Teacher-in-charge
				10/11	11/12	12/13		
Mathematics Enhancement Course (HK Mathematical Olympiad School)	To enhance students' higher order thinking, logical thinking and analytical thinking skills.	36 hours in 2 years	<ul style="list-style-type: none"> ➤ Past results in open mathematics competitions ➤ Math exam scores ➤ Teachers' recommendation ➤ Students' interest in Math 	10	10	0	<ul style="list-style-type: none"> ➤ Results in open mathematics competitions 	Mr. P. Or / Mrs. R. Tsang
Robotic courses (Robot Sapience Limited)	To enhance students' logical thinking and problem solving skills.	15 hours in 2 years	<ul style="list-style-type: none"> ➤ Math, CIT and science subjects exam results ➤ Teachers' recommendation ➤ Students' interest in CIT 	10	10	0	<ul style="list-style-type: none"> ➤ Results in robotic competitions 	Mrs. J. Choy/ Mr. Li Fai

School-based After-school Learning and Support Programmes 2010/11 s.y.
School-based Grant - Programme Plan

Name of School : Holy Trinity College

Project Coordinator: Miss Check Kit Ying Celia Contact Telephone No. : 27793749

A. The estimated number of benefitting students under this Programme is 44 (including A. 32 CSSA recipients and SFAS full-grant recipients B. 12 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 target students [#]			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
					A	B	C		
1. Nansha Exchange Programme	To broaden their horizon To enhance national education	More than 80% of students agree that the programme widen their scope of life and enrich their academic study.	Questionnaire Interview	Oct , 2010	2	2	\$1,200@		
2. Beijing Exchange Programme				Apr , 2011	2	/	\$4,000@		
3. Guangzhou Exchange Programme				Apr , 2011	2	2	\$1,300@		
4. F.1 Learning Camp	To develop the leadership skills and build up self-confidence	More than 80% of students agree that the programme help them to acquire leadership skills and obtain	Questionnaire	Sept , 2010	9	5	\$200@		
5. F.2 & F.3 Leadership Training				Mar. , 2011					

6. F.4 Leadership Training				Jul , 2011				
7. Instrumental Class	To cultivate the interest of music	More than 80% of students agree that their interest of playing musical instrument is aroused.	Interview	Sept , 2010 – May , 2011	12	2	\$2,500@	
8. Astronomy Camp (F.3 or above)	To develop the interest of astronomy	More than 80% of students agree that their interest and knowledge of astronomy increase	Questionnaire	Dec , 2010	4	1	\$200@	
9. Study Tour to Western Countries (F.2 or above)	To promote the learning of foreign language and culture	Students agree that they have deeper learning of foreign language and culture	Questionnaire	Dec , 2010 or Apr , 2011	1	/	\$20,000@	
Total no. of activities: 9				@No. of participation counts	32	12		
				**Total no. of participation counts	44			

Note:

* Name/type 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.

@ Participation counts: refer to the aggregate no. of benefitted students participating in each activity.

**Total no. of participation count: the aggregate of (A) + (B) + (C)

#Target students: students in receipt of CSSA (A) / SFAS full grant (B) and disadvantaged students identified by the school under the 10% discretionary quota (C) .

HOLY TRINITY COLLEGE

Capacity Enhancement Grant 2010 - 11

Balance B/F 09/10			
Grant Received 10/11 (Estimate)		\$471,771.00	
I.)	a.	Employment of two part-time teacher assistants (Chinese) for F.4 and F.5 from November to April (2010-2011) (3 hrs. x 25 sessions at \$360 @) (\$360 x 25 x 2 x 2)	\$36,000.00
	b.	Hiring of service to run one debate course and pre-competition training sessions for Debate Team (2 hrs. x 83 sessions at \$400@) (\$400 x 83 x 2)	\$66,400.00
	c.	Hiring of service to run one PTH course for students joining PTH competition from September to December (2010-2011) (2 hrs. x 15 sessions at \$500@) (\$500 x 15 x 2)	\$15,000.00
	d.	Employment of three part-time Mathematics teacher assistants for F.1, 2, 3 from October to May (2010-2011) (1.5 hrs. x 7 sessions at \$250 @) (\$250 x 7 x 3 x 3)	\$15,750.00
	e.	Employment of three part-time Mathematics teacher assistants for Senior from October to May (2010-2011) (1.5 hrs. x 7 sessions at \$250 @) (\$250 x 10 x 2 x 4)	\$20,000.00
	f.	Hiring of service to run two English speech course for students joining competition form October to December (2010-2011) (2 hrs. x 12 sessions) (\$500 x 12 x 2 x 2)	\$24,000.00
	g.	Hiring of service to run one photography course for Visual Arts students (2 hrs. x 10 sessions at \$700 @) (\$700 x 10 x 2)	\$14,000.00
	h.	Hiring of service to run two computer training courses for junior forms students (2 hrs. x 4 sessions x 2) (\$12000 x 2)	\$24,000.00
	i.	Hiring of 6 part-time English teachers to run a Summer Bridging Course for F.1 newcomers (\$13000 x 1 + \$9300 x 5)	\$59,500.00
	j.	Hiring of 2 part-time English teachers to run an English Enhancement Course for current F.1 students (\$9300 x 2)	\$18,600.00
	k.	Purchase an English on-line Programme one-year license for all students in 2010-2011	\$49,000.00
	l.	Purchase the WiseLearning Package in 2010-2011	\$15,800.00
	m.	Purchase the WiseLearning Individual Account for 380 F.4 and F.5 students at \$100@ in 2010-2011 (\$100 x 380 students)	\$38,000.00
II.)	a.	Rental Fee of indoor sports ground for badminton team	\$7,000.00
	b.	Rental Fee of indoor sports ground for basketball team	\$8,000.00
	c.	Rental Fee of indoor sports ground for table-tennis team	\$500.00
	d.	Rental Fee of indoor sports ground for volleyball team	\$8,000.00
	e.	Rental Fee of indoor sports ground for squash courses	\$9,720.00
	f.	Employment of one coach for volleyball team (4hrs. / week for 30 weeks at \$200@) (\$250 x 4 x 30)	\$30,000.00
	g.	Employment of one coach for badminton team (2 hrs. / week for 40 weeks at \$250@) (\$250 x 2 x 40)	\$20,000.00
	h.	Employment of one coach for table-tennis team (2hrs. / week for 30 weeks at 270@) (\$270 x 2 x 30)	\$16,200.00
	i.	Employment of one coach for judo team (1.5 hrs. / week for 54 weeks at \$225@) (\$225 x 1.5 x 54)	\$18,225.00
	j.	Hiring of service to run 4 squash courses from September to July (2010-2011) (\$984 x 4)	\$3,936.00
	k.	Hiring of service to run Jazz classes from September to August (2010-2011) (2 hrs. / week for 36 weeks at \$500@) (\$500 x 2 x 36)	\$36,000.00
	l.	Hiring of service to run one Djembe course from September to August (2010-2011) (2 hrs. / week for 5 weeks at \$250@) (\$250 x 2 x 5)	\$2,500.00
	m.	Hiring of service to run one Chinese dance course from September to August (2010-2011) (2.5 hrs. / week for 36 weeks at \$550@) (\$550 x 2.5x 36)	\$49,500.00
	n.	Hiring of service to run a Music Composition Course in July 2011 (3 hrs. / day for 5 days at \$300@hr.) (\$300 x 3 x 5)	\$4,500.00
	o.	Hiring of service to run one rope skipping course from September to August (2010-2011) (1.5 hrs. / day for 35 sessions at \$450@) (\$450 x 35)	\$15,750.00
	p.	Hiring of service to conduct the Percussion Band from October to August (2010-2011) (1.5 hrs. / day for 30 sessions at \$900@) (\$900 x 30)	\$27,000.00
Total:			\$471,771.00
			\$652,881.00

The deficit will be paid off by previous surplus of CEG (\$181,110.00)

The Continuing Professional Development Plans (2010-2011) for Serving Principal is listed below:

A. Structured Learning - The total number of CPD hours proposed for is 57.

No.	Core Areas of Leadership	Name of CPD Activities	No. of CPD Hours
1	II, V	Preliminary Review on the Implementation of NSS Curriculum: Diversified Learning and Stretching Potentials (Part 1) (Re-run)	3
2	V, VI	Programme for Secondary School Principals on Legal Matters in the School Context (October 2010 to January 2011)	27
3	I, II, III, V, VI	Leadership Development Program for Hong Kong Catholic School Leaders – Visit to Sydney Catholic School System (2 nd to 6 th May 2011)	30

B. Action Learning – on Implementation of IES of Liberal Studies – About 10 hours

C. Service to Education and the Community – About 50 hours

Organizations	Service	Activities	CPD Hours
Road Safety Campaign Committee	Member (from 1 June 2009 to 31 May 2011)	Meetings and Monitoring of working group	Actual time for meetings and monitoring activities (about 50 hours)
Catholic Religious Schools Council	Secondary School Subcommittee	Working Group Meetings	Actual time for meetings