

Ying Wa Girls' School
Annual Plan 2013-2014

Major Concern: Confidence Building

Measure	Focus	Related Programmes	Success Criteria	Method of Evaluation	Person/ Group i/c
1. To provide a platform for teachers to discuss academic affairs and to explore new methods to enhance the effectiveness of learning and teaching.	Teaching	<ol style="list-style-type: none"> To clarify and orientate the role of the committee in relation to other committees To conduct a survey to collect views and suggestions from teachers on academic affairs in school To make suggestions on the steps to take in improving policies of academic affairs and raising academic standard 	<ul style="list-style-type: none"> School Organizational Chart revised Middle Manager Meetings held Full Staff Meetings held Survey carried out on schedule Policies or programmes suggested to enhance the effectiveness of learning and teaching 	<ul style="list-style-type: none"> Teachers' feedback Meeting Minutes Data from survey Observation 	<ol style="list-style-type: none"> KS Academic Committee
2. To motivate students to excel	Motivation	<ol style="list-style-type: none"> Assembly on attitude of study Workshop on study skills Learning Ambassadors Programme New Putonghua requirement to new students 	<ul style="list-style-type: none"> Assembly held Workshop held Ambassadors and students being helped new students from 2013 completed the GAPSK exam within their junior secondary years 	<ul style="list-style-type: none"> Observation Students' feedback Committee records Department records 	<ol style="list-style-type: none"> HN WW / Guidance Committee WW / KW / LS KS / Putonghua Dept
3. To create more platforms for students to present their ideas	Platform for presentation	<ol style="list-style-type: none"> News Broadcast with immediate feedback by students Feedback after assembly by students Presentation by students after joining study tours Chinese, English and Mathematics Competitions / Debates "333 Service Programme" Campus TV "Your Say" - Life Education Programmes "Performing Arts Marathon @ Sham Shui Po" community arts project 	<ul style="list-style-type: none"> Students became more confident in making public presentations Campus TV programmes broadcasted Comments from "Your Say" posted in classrooms Students enjoyed the 3 phases in community arts project 	<ul style="list-style-type: none"> Teachers and Students' feedback Observation Discussion Survey 	<ol style="list-style-type: none"> JN / Civic Education Committee KH / WG HN / JN Chi, Eng & Mat Dept WW / Guidance Committee YF / LH / JN / Campus TV Team Life Edu Committee HN / WG

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4. To help students acquire better and more accurate presentation skills	Presentation Skills	<ol style="list-style-type: none"> 1. Teaching proper ways to present ideas or raise questions in a talk 2. Teaching proper use of language in telephone conversation 3. Teaching proper manners and use of words in announcements and in prize presentation ceremonies 	<ul style="list-style-type: none"> • Students learned proper ways of conversation and manners 	<ul style="list-style-type: none"> • Observation 	<ol style="list-style-type: none"> 1. JN / Civic Edu Committee / Plain Talk 2. KW / English Dept 3. KH / KW / Committee Heads
5. To help students gain other learning experiences through local and global exposure programmes	Exposure	<ol style="list-style-type: none"> 1. Study Tours/ Exchange Tours 2. “Understanding Different Cultures” – Joint Project with Cedar Fund 3. Other Exposure Programmes 	<ul style="list-style-type: none"> • Increased number of tours • Students understood and appreciated different cultures 	<ul style="list-style-type: none"> • Data collection • LS Dept Minutes • Report after exposure programmes held 	<ol style="list-style-type: none"> 1. SA / Civic Edu Committee / PTA 2. CS / HN / LS Dept 3. Global Exposure Team