

**Caritas Charles Vath College**

**Annual School Plan**

**2019/2020**

# School Vision & Mission

## 1. School Vision & Mission

The school inherits the sponsoring body's vision and mission which is serving the student of Hong Kong, in particular the disadvantaged and vulnerable through a caring, quality education grounded in the principle of "education for all" and integral human development.

We endeavour to make lifelong learning a reality and to enable the continued development of education to be truly inclusive to students who are currently diminished or excluded in opportunity.

## 2. School Goals

CCVC is a unique senior secondary school established in 2003 to help young school leavers returning to the education system; and to provide senior secondary students a caring and career simulated learning environment so that they can swop from mainstream studies to the one that better suits their aptitudes and learning paces. Through various school-based programmes such as Work-based Learning, students are guided to rethinking and rebuilding their career prospects and learning capacities, and prepared to pursue further studies via mainstream pathways or the Caritas Through-train Scheme.

## 3. School Motto

Be Faithful, Diligent and Stay Simple; Love God and One Another

## 4. Core Values of Education

- To help the underprivileged and the vulnerable
- To encourage students to actualize their potential
- To promote mutual understanding and reconciliation
- To nurture a spirit of offering back to the community from which the student have benefited

# **Caritas Charles Vath College**

## **Annual School Plan**

**2019/2020**

**(2<sup>nd</sup> Year of 2018-2021 School Development Plan)**

### **Major Concerns**

- 1.** To Improve the Effectiveness of Existing Practices with Focuses on School Administration, Teaching and Learning and Student Development
- 2.** To Strengthen Student Responsibility, Accountability and Self-management
- 3.** To Establish a Specialized School in line with the Development of the District and Community

**1. Major Concern: To Improve the Effectiveness of Existing Practices with Focuses on School Administration, Teaching and Learning and Student Development**

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>People in charge</b>	<b>Resources Required</b>
<ul style="list-style-type: none"> <li>To strengthen the implementation of reflection and planning on implementation of SDP in the school at different levels</li> <li>To empower middle managers' capacity for accountability and effectiveness.</li> <li>To stabilize the staff team composition</li> </ul>	<ul style="list-style-type: none"> <li>To create a holistic view of strategy to establish a joyful school environment. Procedures and guidelines will be reviewed to comply with the needs.</li> </ul>	<ul style="list-style-type: none"> <li>Over 60% of teachers agree the school strategically formulates its development plan(s) in line with its direction of development;</li> <li>Over 60% of teachers agree the principal effectively deploys staff;</li> <li>Over 70% of teachers agree the staff are on harmonious terms.</li> </ul>	<ul style="list-style-type: none"> <li>Stakeholder Survey</li> <li>School-based Questionnaire</li> <li>Daily Observations</li> </ul>	<ul style="list-style-type: none"> <li>September</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> </ul>	NIL
	<ul style="list-style-type: none"> <li>A task force was formed to review the previous inconsistent and scattered procedures and guidelines for student support and development affairs. The task force redefined the roles and responsibilities for the student affairs along with a structured organization.</li> </ul>			<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> <li>Team Leaders</li> </ul>	NIL
	<ul style="list-style-type: none"> <li>To promote empowerment of middle management in order to enhance their sense of belonging.</li> </ul>			<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> </ul>	NIL

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>People in charge</b>	<b>Resources Required</b>
Cont.	<ul style="list-style-type: none"> <li>To provide mentorship for new teachers in terms of integrated guidance and support and facilitate collaboration and reflection among teachers.</li> </ul>	Cont.	Cont.	<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> </ul>	NIL
	<ul style="list-style-type: none"> <li>To encourage and promote the teacher professional development so as to equip staff team to accumulate more experiences on the school development in different domains.</li> </ul>			<ul style="list-style-type: none"> <li>November</li> <li>March</li> <li>May</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Team Grant</li> </ul>

**2. Major Concern: To Strengthen Student Responsibility, Accountability and Self-management**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"><li>• To strengthen the core values of Catholic Education</li><li>• To promote students’ positive spiritual health through school activities and assemblies.</li><li>• To enrich the school life experiences of students so as to facilitate their learning reflection</li></ul>	<ul style="list-style-type: none"><li>• To promote students’ positive spiritual health through school activities and assemblies.</li></ul>	<ul style="list-style-type: none"><li>• Over 60% of both teachers and students show appreciations of the school activities;</li><li>• Over 60% of students agree the teachers have high expectation for us;</li><li>• The means of aspect of both parents’ and students’ views on support for student development over 3.5.</li></ul>	<ul style="list-style-type: none"><li>• Stakeholder Survey</li><li>• Daily Observation</li></ul>	<ul style="list-style-type: none"><li>• Whole-year</li></ul>	<ul style="list-style-type: none"><li>• Student Affairs Committee</li></ul>	<ul style="list-style-type: none"><li>• Team Grant</li></ul>
	<ul style="list-style-type: none"><li>• To strengthen student responsibility, accountability and self-management thru revising the rules and regulations to comply with the needs</li></ul>			<ul style="list-style-type: none"><li>• Whole-year</li></ul>	<ul style="list-style-type: none"><li>• Student Affairs Committee</li></ul>	<ul style="list-style-type: none"><li>• Team Grant</li></ul>
	<ul style="list-style-type: none"><li>• To help students to identify themselves with the school and the society thru promoting student academic and non-academic achievements</li></ul>			<ul style="list-style-type: none"><li>• Whole-year</li></ul>	<ul style="list-style-type: none"><li>• Team Leaders</li><li>• Panel Coordinators</li></ul>	<ul style="list-style-type: none"><li>• Team Grant</li><li>• Diversity Learning Grant</li></ul>
				<ul style="list-style-type: none"><li>• Whole-year</li></ul>	<ul style="list-style-type: none"><li>• Team Leaders</li><li>• Panel Coordinators</li></ul>	<ul style="list-style-type: none"><li>• Team Grant</li></ul>

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>People in charge</b>	<b>Resources Required</b>
Cont.	<ul style="list-style-type: none"> <li>To construct career and life planning education in order to fostering students' self-understanding, personal planning, goal setting, reflective habits of mind and articulation to progression pathways.</li> </ul>	Cont.	Cont.	<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Team Grant</li> <li>Diversity Learning Grant</li> </ul>
	<ul style="list-style-type: none"> <li>To promote positive attitudes towards home-school co-operation and parent education through workshop, seminar, gathering and daily communications</li> </ul>			<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Team Grant</li> <li>Home-School Co-operation Grants</li> </ul>

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>People in charge</b>	<b>Resources Required</b>
Cont.	<ul style="list-style-type: none"> <li>To strengthen the school social work and guidance services which identifies and helps students with academic, social or emotional problems, maximizes their educational opportunities and develops their potentials</li> </ul>	Cont.	Cont.	<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Measure of "two school social workers for each school"</li> </ul>
	<ul style="list-style-type: none"> <li>To utilize the support of social workers in order to help enhance teachers' understanding of students' emotions, behaviours and developmental needs, offer teachers appropriate professional consultation service and advice to help them handle the problems of students, and provide immediate intervention and follow-up service in times of crisis.</li> </ul>			<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Measure of "two school social workers for each school"</li> </ul>



**3. Major Concern: To Establish a Specialized School in line with the Development of District and Community**

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>People in charge</b>	<b>Resources Required</b>
<ul style="list-style-type: none"> <li>To provide junior secondary level</li> <li>To deploy resources from outside providers and form a mutually partnerships to support student development.</li> </ul>	<ul style="list-style-type: none"> <li>To exercise the class restructure, refine the curriculum planning and design, and facilitate the interface between junior and senior levels in order to in line with the community development and maintain the sustainable development of the school.</li> </ul>	<ul style="list-style-type: none"> <li>Over 70% of teachers agree the school strategically formulates its development plan in line with a clear direction of development;</li> </ul>	<ul style="list-style-type: none"> <li>Stakeholder Survey</li> <li>School-based Questionnaire</li> <li>Daily Observation</li> </ul>	<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>School Sponsoring Body</li> <li>Principal</li> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>School Fund</li> </ul>
	<ul style="list-style-type: none"> <li>To promote Drama in Education which provides students with the opportunity to engage the mind, the body and emotions into a collaborative expression of all that it means to be human.</li> </ul>			<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Team Grant</li> <li>Diversity Learning Grant</li> </ul>

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>People in charge</b>	<b>Resources Required</b>
<ul style="list-style-type: none"> <li>To promote innovative, e-Learning, STEM and Drama in education in order to consolidate students learning with practical and learner centric learning experiences.</li> </ul>	<ul style="list-style-type: none"> <li>To improving the school image by promoting community services, career and life planning and vocational education.</li> </ul>	<ul style="list-style-type: none"> <li>Over 60% of students agree the teachers are able to help us solve problems we encounter in our growing process.</li> </ul>	Cont.	<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Team Grant</li> </ul>
	<ul style="list-style-type: none"> <li>To sustain the collaboration between the school and NGOs in order to provide a continuous support for the deprived students.</li> </ul>			<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Community Investment and Inclusion Fund</li> </ul>
	<ul style="list-style-type: none"> <li>To revise the implementation of School of Practice which provides an afternoon session (3-consecutive periods)</li> </ul>			<ul style="list-style-type: none"> <li>Whole-year</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Diversity Learning Grant</li> <li>QEF</li> </ul>

## **Appendix**

- (1) Plan on Use of Capacity Enhancement Grant in 2019/20 School Year
- (2) Annual Programme Proposal for DLG – Other Programmes: Gifted Education for the 2019/20 school year