

**Caritas Charles Vath College**  
**School Development Plan 2009 – 2012**

Major Areas of Concern	Intended Outcomes / Targets	Strategies	Time Scale		
			09-10	10-11	11-12
1. To develop a positive school culture	<ul style="list-style-type: none"> <li>✦ There is a widely shared sense of purpose and values that is consistent across staff members.</li> <li>✦ Staff members believe in the importance of staff learning and continuous improvement in the school.</li> <li>✦ Staff members have a sense of responsibility for student learning.</li> <li>✦ Staff members and students value respect, discipline and esteem for self and others.</li> <li>✦ Staff members maintain collaborative and collegial relationships.</li> <li>✦ Staff members and students identify themselves with the school.</li> <li>✦ A unique school persona is created.</li> </ul>	<p>1. The core mission and vision of the school will be explicitly communicated to stakeholders during special school occasions, through regular sharing sessions held by Principal with student leaders and staff, through newsletters to parents and the school website to the public.</p> <p>2. Staff &amp; student achievement &amp; successes will be recognized and celebrated.</p> <ul style="list-style-type: none"> <li>- Subject Panels will fine-tune student assessment tools to make assessment attainable so that students can experience a greater sense of achievement.</li> <li>- Students' academic and non-academic achievements will be displayed in the school campus and announced in the morning assemblies.</li> <li>- Prize-giving ceremonies will be held twice a year to commend students and staff.</li> <li>- Past school graduates will be invited to share their achievements and successful experiences in weekly assemblies.</li> </ul>	✓	✓	✓
			✓	✓	
			✓	✓	✓
			✓	✓	✓
				✓	✓

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		<p>3. To reinforce a sense of responsibility and commitment among staff members,</p> <ul style="list-style-type: none"> <li>- staff duties and responsibilities will be stipulated in the staff manual and communicated through different channels;</li> <li>- staff promotion and demotion policies will be devised;</li> <li>- staff promotion and demotion policies will be made known to all staff;</li> <li>- the leadership role of middle managers in the evaluation of staff performance will be strengthened;</li> <li>- more teachers will be empowered with leadership roles to give them a sense of ownership.</li> </ul> <p>4. To raise the awareness of staff members of their code of conduct and ethics towards their professional roles,</p> <ul style="list-style-type: none"> <li>- expectations of staff behaviour will be explicitly communicated in staff meetings;</li> <li>- staff development workshops will be held to reinforce positive attitudes and discourage undesirable ones;</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>

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		<ul style="list-style-type: none"> <li>- a Peer Support Scheme for teachers will be initiated.</li> <li>- staff members who misbehaved will be warned and disciplined.</li> </ul>	✓		
		5. Panel coordinators will play a more active role in encouraging collaboration among panel members in lesson design, planning, preparation and implementation.	✓	✓	✓
		6. The school environment and school facilities will be improved to help develop a greater sense of belonging.	✓	✓	

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2. To enhance teachers' competence in teaching	<ul style="list-style-type: none"> <li>✦ Teachers possess detailed knowledge and a thorough understanding of the relevant curriculum and apply this effectively in teaching.</li> <li>✦ Teachers use effective instructional processes, strategies and classroom management techniques to enhance learning.</li> <li>✦ Teachers are able to design appropriate, valid and reliable assessment tools to indicate levels of achievement.</li> <li>✦ Teachers provide learners with informative feedback so that learners are clear on what has been achieved and what they can do to improve or develop.</li> </ul>	1. The standards expected of teachers will be communicated in staff meetings and panel meetings.	✓	✓	✓
		2. Teachers will be encouraged to attend training to enrich their subject knowledge and teaching strategies.	✓	✓	✓
		3. School-based training will be provided for panel coordinators on instructional processes, strategies and classroom management techniques.	✓	✓	
		4. Panel coordinators will be involved in the training of panel members on instructional processes, strategies and classroom management techniques.		✓	✓
		5. Mentorship will be provided for inexperienced teachers.	✓	✓	✓
		6. Sharing sessions hosted by experienced teachers will be arranged.	✓	✓	✓
		7. Teachers' performance will be monitored through quality control mechanisms and procedures.	✓	✓	✓
		8. Staff development Team will be expanded to devise more school-based staff development programmes.	✓		
		9. Outside support such as School-based Support Services will be sought.	✓	✓	✓

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3. To improve student behaviour	<ul style="list-style-type: none"> <li>✦ Students behave cooperatively.</li> <li>✦ Students respect and observe school rules and common values of the society.</li> <li>✦ Students have a sense of responsibility for their behaviour.</li> </ul>	1. To build student responsibility, accountability and self-management,			
		- Ethics and Religious Studies will be added to the curriculum;	✓	✓	✓
		- the elements of self-discipline and self-management will be integrated in school activities;	✓	✓	✓
		- leadership training activities will be organized;	✓	✓	✓
		- students with exemplary conduct will act as student leaders to demonstrate appropriate behaviour to their fellow students;		✓	✓
		- a Peer Support Scheme for students will be initiated.		✓	
		2. The Discipline and Guidance Team and Form teachers will constantly remind students of their expected behaviour in the school and the consequences of misbehaving.	✓	✓	✓
		3. Inter-class competitions will be held to reinforce and recognize desirable behaviour and to discourage undesirable behaviour.	✓	✓	✓

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		<p>4. To ensure the school rules are enforced effectively,</p> <ul style="list-style-type: none"> <li>- the rules will be explained and communicated clearly to the students in the morning assemblies, form periods and ERS lessons;</li> <li>- the Discipline and Guidance Team will implement school rules persistently, consistently and fairly to set good examples for other staff members;</li> <li>- all staff members will be required to implement school rules persistently, consistently and fairly;</li> <li>- the role of school prefects will be strengthened to help teachers implement the school rules.</li> </ul> <p>5. Student representatives will be involved in the review of school rules.</p> <p>6. Communication between parents and teachers / social workers will be reinforced.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>