

St. Margaret's Co-educational Secondary and Primary School
Career Life Planning Grant 2017 – 2018

Major Concern 1: To reinforce the human and physical structures in the School to respond to the students' life planning needs

	Targets, Strategies & Tasks	Success Criteria	Method of Evaluation	Amount/Resources
1.1	To empower and enhance the capacity of the careers team by allocating less workload to the staff members of CLP Team	Teaching load reduced for each teacher	➤ Performance appraisals /Feedback from Principal, Vice principals and teachers	Salary and MPF of one graduate teacher \$37,590 X 12 X1.05 =\$451,080
1.2	Use of CLP room for group or individual counselling and materials display	80% of students use the careers room at least once a year	➤ Log book to keep the number of visits.	Room 413 (CLP Room)

Major Concern 2: To enhance the quality of career and life planning within and beyond the classroom

	Targets, Strategies & Tasks	Success Criteria	Method of Evaluation	Amount/Resources
2.1	To provide S.3 students with the “Leader in Actions Camp” to help students understand their own capabilities, academic aspiration, and develop positive attitudes towards life and studies, the theme will include aspirations and service learning.	80% of students and teachers have positive feedback	➤ Questionnaires ➤ Observation from teachers	Class Teachers, Social Worker and CLP Teachers
2.2	Help students apply knowledge in real-world situations through various activities, such as:	➤ All students have the chance to participate in at least one competition /activity every	➤ Attendance and completion of activities	Subject Teachers

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	➤ Junior Achievement Company Programme ➤ Job shadowing ➤ Business proposal competitions ➤ Company visits	academic year. ➤ 80% of participating students have positive feedback ➤ Students can share their experience after completion of projects with other schoolmates. ➤ Students can consolidate the knowledge and the soft skills learnt from the activities as well as transfer it to real-world problems.	➤ Observation by the teachers ➤ Questionnaires	
2.3	Help S.6 students to make wise choice in JUPAS by giving them individual counselling based on predicted grades	➤ All S.6 students meet CLP teachers at least twice a year. ➤ Positive feedback from at least 80% of students	Questionnaire	
2.4	Help repeaters and weaker students to prepare study plans and enhancement classes	80% of participating students show improvement academically.	Attendance record and result	\$200 x 30 students book coupons of \$6,000 will be given to students as gifts
2.5	S.4 and S.5 students to join summer courses offered by universities	All students who applied for subsidy will receive a range from 50% to 80% of subsidy, depending on their financial needs	Completion of the summer course	\$42,920

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Major Concern 3: To strength students' caring character (關愛品格)

	Targets, Strategies & Tasks	Success Criteria	Method of Evaluation	Resources & Budget
3.1	Conduct focus group survey / questionnaire to identify teachers' own strengths and weaknesses as a way to improve	Feedback collected from students	Questionnaires	---
3.2	Regular CLP departmental meetings to report on students' progress, academic performance, or any other related issues	Teachers attending at least 3 meetings in each academic year	Meeting minutes	---