



**Po Leung Kuk
Laws Foundation College**

**Annual School Plan
2023/2024**

A. Our Belief and Vision

We strongly believe that

- the overall aims of education for the 21st Century should be enabling every student to attain all-round development and to be equipped with life-long learning capabilities;
- our priority should be enabling students to enjoy learning, enhancing their effectiveness in communication and developing their creativity and sense of commitment;
- all students are unique and their potential and multiple intelligence can be fully developed if ample opportunities are duly provided;
- the development of students' multiple intelligence helps to strengthen their confidence and to bring out their giftedness.

B. Our Mission

We commit ourselves to create a loving and harmonious learning environment which helps students to,

- develop self-esteem and optimism;
- pursue knowledge and truths, accept multi-cultures and have a world vision;
- think creatively and cope with changes;
- undertake the responsibility to the family and individuals; and serve the community;
- better understand Chinese history and culture; be concerned with the development of our country.

We strive for creating a professional environment to,

- encourage professional collaboration and cultivate the culture of quality assurance;
- make good use of educational researches to enhance teaching and learning, and also to promote teachers' professional development;
- facilitate an innovative curriculum development in response to the needs of students and social changes.

for developing an effective partnership network among the school, students' families and the community towards the accomplishment of the vision of 'all-round development for students'.

C. Major Concerns of this academic year

- To further enrich students' learning experiences, unlock their full potential and promote academic achievements
- To further enhance the overall learning and teaching effectiveness
- To further nurture a positive school culture and school norm through Other Learning Experiences and a variety of extra-curricular activities.

Major concern 1: To further enrich students' learning experiences, unlock their full potential and promote academic achievements

In the previous academic year, students actively participated in various learning events and competitions. Their achievements in the HKDSE 2023 were impressive. School's continuous effort and development in gifted education and STEAM education have positively contributed to students' growth and progress. Most of the students could have a clear orientation and life with meaningful and achievable goals.

There are several targets in place to further enhance students' learning experiences, unlock their full potential, and promote academic achievements:

- To further motivate students and encourage them to excel in their educational pursuits
- To strengthen the development of students' giftedness and leadership skills through STEAM education
- To immerse students in a variety of pathways for life and career planning, enabling them to explore and expand their range of opportunities

Targets	Implementation Strategies	Success Criterion	Method of Evaluation	Time Scale	Responsible Person	Resources Required
<ul style="list-style-type: none"> ● To further motivate students and encourage them to excel in their educational pursuits 	To diversify students' learning experiences, engaging them in a wide array of educational events and competitions	High credit-to-distinction rate in DSE is achieved.	<ul style="list-style-type: none"> ● Evaluation of students' participation in various educational events and competitions ● Evaluation of DSE results 2024 	Throughout the school year	<ul style="list-style-type: none"> ● Heads of Departments ● Academic Board 	-
<ul style="list-style-type: none"> ● To strengthen the development 	To enhance teaching methodologies and develop strategies to cater for learner diversity, and raise the credit rate in DSE	Higher credit-to-distinction rate in DSE English and higher credit rate in DSE Chinese are achieved.	<ul style="list-style-type: none"> ● Evaluation of DSE results 2024 in Chinese and English 	Throughout the school year	<ul style="list-style-type: none"> ● Heads of Chinese and English Departments 	-

<p>of students' giftedness and leadership skills through STEAM education</p> <ul style="list-style-type: none"> To immerse students in a variety of pathways for life and career planning, enabling them to explore and expand their range of opportunities 	<p>Chinese and credit-to-distinction rate in DSE English</p>					
	<p>To develop strategies to ensure all Secondary 6 students can achieve an attain in DSE Citizenship and Social Development</p>	<p>100 % attain rate in the DSE Citizenship and Social Development.</p>	<ul style="list-style-type: none"> Evaluation of DSE results 2024 in Citizenship and Social Development 	<p>Throughout the school year</p>	<ul style="list-style-type: none"> Heads of Citizenship and Social Development Department 	<p>One-off Grant for Supporting the Implementation of the Senior Secondary Subject Citizenship and Social Development</p>
	<p>To develop a holistic planning of gifted education</p>	<p>A comprehensive planning of gifted education is developed.</p>	<ul style="list-style-type: none"> Participation and outputs of students in various gifted programs 	<p>Throughout the school year</p>	<ul style="list-style-type: none"> Heads of Departments Gifted Education Committee 	<p>Diversity Learning Grant</p>
	<p>To strengthen the collaboration among the Science, Technology, Mathematics and Arts subjects in STEAM education</p>	<p>STEAM activities involving Science, Technology, Mathematics and Arts departments are organized.</p>	<ul style="list-style-type: none"> Participation and outputs of students in various STEAM activities or competitions 	<p>Throughout the school year</p>	<ul style="list-style-type: none"> Heads of Science, Technology, Mathematics and Arts Departments STEAM 	<p>Diversity Learning Grant</p>

					Education Committee	
	To promote diversified life-wide learning experiences	A thorough career and life planning scheme is implemented with support from various organizations and EDB.	<ul style="list-style-type: none"> • Evaluation report on career and life planning 	Throughout the school year	<ul style="list-style-type: none"> • Career and Life Planning Committee 	Career and Life Planning Grant

Major Concern 2: To further enhance the overall learning and teaching effectiveness

In the previous academic year, the effectiveness of learning and teaching was enhanced through various methods. These included conducting an adequate number of lesson observations, engaging in co-planning and lesson study during regular staff development periods, organizing training workshops with external professionals, and providing school-based training workshops for new teachers.

There are several targets in place to further enhance the overall learning and teaching effectiveness:

- To strengthen middle management capacity
- To enhance professional capacities of teachers
- To promote curriculum development of National Security Education and values education
- To strengthen subject collaboration and curriculum development

Targets	Implementation Strategies	Success Criterion	Method of Evaluation	Time Scale	Responsible Person	Resources Required
<ul style="list-style-type: none"> ● To strengthen middle management capacity 	To schedule more meetings and promote sharing among senior management team	Leadership competencies of senior teachers are enhanced.	<ul style="list-style-type: none"> ● Evaluation of subject documents 	Throughout the school year	<ul style="list-style-type: none"> ● Principal ● Vice-Principals ● Assistant Principals 	-
<ul style="list-style-type: none"> ● To enhance professional capacities of teachers 	To revise the arrangement of lesson observations and set clear areas of focus for each lesson observation	Eight to ten lesson observations are conducted by each teacher, with clear areas of focus being established. A post-lesson observation form	<ul style="list-style-type: none"> ● Evaluation of lesson observation records 	Throughout the school year	<ul style="list-style-type: none"> ● Heads of Departments ● Academic Board 	-

<ul style="list-style-type: none"> To promote curriculum development of National Security Education and values education To strengthen subject collaboration and curriculum development 		is filled in and submitted after each lesson observation.				
	To facilitate peer learning among new teachers in the new teacher induction program	Professional development workshops for new teachers to share their expertise and experiences with their peers are organized.	<ul style="list-style-type: none"> Evaluation questionnaires for staff development 	Throughout the school year	<ul style="list-style-type: none"> Staff Development Committee 	-
	To arrange more staff development sessions for subject department teams to collaborate and enhance the quality of classroom teaching	More staff development sessions are organized for subject departments to enhance the quality of teaching.	<ul style="list-style-type: none"> Evaluation questionnaires for staff development 	Throughout the school year	<ul style="list-style-type: none"> Staff Development Committee 	-
	To establish a centralized assessment checklist for the curriculum development of National Security Education and Values Education	Subject departments review and update the elements of National Security Education and Values Education in their curriculum.	<ul style="list-style-type: none"> Evaluation of the submitted centralized assessment checklist and subject curriculum documents 	Throughout the school year	<ul style="list-style-type: none"> Values and National Education Committee 	-

Major concern 3: To further nurture a positive school culture and school norm through Other Learning Experiences and a variety of extra-curricular activities.

Our school cares about fostering a sense of national and global identity, healthy lifestyle and development of generic skills. These aspects are essential for the holistic development of our students, shaping them into responsible and well-rounded individuals. For national identity, the inclusion of patriotic activities and the integration of history should be our focus to instill a sense of pride and belonging among the students. In the previous year, various mental health awareness campaigns, including workshops and seminars were organized to raise students' awareness about the importance of maintaining a balanced and healthy lifestyle. It is also important to embed generic skills throughout the curriculum and provide opportunities for students to apply the skills in various contexts.

- To develop self-discipline, law-abiding, sense of responsibility and value education
- To increase students' sense of national identity and promote national education
- To cultivate students' different skills and abilities in leadership
- To create a positive school culture and enriched school life
- To promote mental health among our colleagues and students

Targets	Implementation Strategies	Success Criterion	Method of Evaluation	Time Scale	Responsible Person	Resources Required
<ul style="list-style-type: none"> • To help students develop self-discipline, law-abiding and sense of responsibility 	To promote value education by reconstructing our school-based Life Education curriculum.	The Life Education curriculum is reconstructed with the elements of positive education, self-concept, social interaction, national security education and life planning.	<ul style="list-style-type: none"> • Evaluation of subject meetings of Life Education • Student's self-evaluation tasks 	Throughout the school year	<ul style="list-style-type: none"> • Form Coordinators of Life Education • Class Teachers 	Life Wide Learning Grant

<p>and promote value education.</p>	<p>To promote value education through sharing in morning assemblies.</p> <p>To reinforce proper students' behavior with awarding schemes.</p>	<p>Teachers and students' sharing of various themes related to different important values are organized during morning assemblies.</p> <p>Students and parents are informed of the specific awarding schemes at the beginning of the school term.</p> <p>Prize-giving ceremonies are organized in the 1st Term & 2nd Term, giving positive feedback to students demonstrating good behaviors.</p>	<ul style="list-style-type: none"> • Morning assembly schedule and records • Evaluation meetings of Pastoral Care Board • Records of student behaviors • Evaluation in Conduct meetings • Evaluation in Class Teacher meetings 	<p>Throughout the school year</p> <p>Throughout the school year</p>	<ul style="list-style-type: none"> • Pastoral Care Board • All Teachers • Discipline Teachers • Pastoral Care Board • School Ceremonies Committee 	
<ul style="list-style-type: none"> • To promote students' sense of national identity and strengthen national 	<p>To conduct various types of moral, civic and national education (MCNE) activities e.g. quizzes on Basic Law, National Security Law,</p>	<p>At least 2 MCNE competitions are organized.</p>	<ul style="list-style-type: none"> • Evaluation of students' participation rate • Evaluation in MCNE meetings 	<p>Throughout the school year</p>	<ul style="list-style-type: none"> • MCNE Committee 	<p>Life Wide Learning Grant</p>

education	visits and services					
	To promote students' sense of national identity through Flag raising ceremony and sharing.	Flag-raising Squad and Scouts are trained regularly for carrying out flag-raising ceremony in morning assemblies and important school events.	<ul style="list-style-type: none"> • Evaluation in Scout Team meetings 	Throughout the school year	<ul style="list-style-type: none"> • Scout Team • MCNE Committee 	
	To develop students' sense of national identity and national education through different subjects.	Learning materials and activities related to strengthening national identity are adopted into the curriculum of different subjects and work plans of different functional committees.	<ul style="list-style-type: none"> • Curriculum plans of different subjects 	Throughout the school year	<ul style="list-style-type: none"> • Heads of Subject Departments • Form Coordinators 	
	To organize cross-subject and whole-school activities to promote students' understanding and appreciation on Chinese culture.	All subject departments are responsible for organizing various activities to promote Chinese culture and strengthen national security education in our Chinese Culture Carnival.	<ul style="list-style-type: none"> • Evaluation in Subject departments' meetings 	Throughout the school year	<ul style="list-style-type: none"> • Heads of Subject Departments 	

<ul style="list-style-type: none"> To cultivate students' different skills and abilities in leadership 	<p>To organize training programmes, talks and volunteer services for the student leaders of different student organizations, clubs and teams.</p>	<p>Student leaders participate in at least four leadership training programmes of different dimensions and two volunteer services.</p>	<ul style="list-style-type: none"> Evaluation of students' participation and reflection in the Student Leadership programme Evaluation in Leadership Committee meetings 	<p>Throughout the school year</p>	<ul style="list-style-type: none"> Leadership Committee Teachers-in-charge of different ECAs 	
<ul style="list-style-type: none"> To create a positive school culture and enriched school life 	<p>To promote positive school culture by a program called "Reward a good deed".</p> <p>To organize team-building activities to enhance students' interpersonal relationship</p>	<p>Sharing sessions and prize giving ceremony about "Reward a good deed" are organized.</p> <p>At least four inter-class activities are organized.</p>	<ul style="list-style-type: none"> Evaluation Report in Pastoral Care Board Students' nomination forms of "Reward a good deed" and their reflection Evaluation in Class Teacher meetings 	<p>Throughout the school year</p> <p>Throughout the school year</p>	<ul style="list-style-type: none"> MCNE Committee Class Teachers Class Teachers Life Education Department Physical Education Department 	

<ul style="list-style-type: none"> To promote mental health among our colleagues and students 	<p>To organize mental health workshops for students and teachers.</p> <p>To organize a variety of “Lunchtime Fun” activities during recess and lunchtime.</p> <p>To provide counselling activities for students who may have emotional needs.</p>	<p>At least four workshops on taking care of mental health are organized for students and teachers.</p> <p>Lunchtime and after-school counselling activities are organized per week.</p> <p>Class Teachers help identify and intervene students with mental issues and refer some of them to our social workers, clinical psychologist or educational psychologist.</p>	<ul style="list-style-type: none"> Evaluation by Counselling Committee Evaluation by Pastoral Care Board Evaluation by Counselling Committee Referral Record 	<p>Throughout the school year</p> <p>Throughout the school year</p> <p>Throughout the school year</p>	<ul style="list-style-type: none"> Counselling team Counselling Team Student Counsellors Counselling team Social Workers 	
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Plans on various financial resources from the Education Bureau 2023/24

Appendices 1 to 7 shows the plans of the following Education Bureau financial resources:

Financial resource	Appendix
• Capacity Enhancement Grant	1
• Career and Life Planning Grant	2
• Diversity Learning Grant	3
• Life-wide Learning Grant	4
• Promotion of Reading Grant	5
• Provision of One-off Grant for Supporting the Implementation of the Senior Secondary Subject Citizenship and Social Development	6
• School based After-school Learning and Support Programmes	7



The Kuk's Spirit

Mutual Respect

United Effort

Benevolence

Charitable

Gratefulness and Recognition

Dedication to Serving
the Community



Vision

Children are nurtured, Youngsters are educated

Adults are supported to contribute

Elderly are cared for

The less fortunate are lightened with hope.

Mission

To be the most prominent and committed charitable organisation.

In the Kuk's Spirit to do good deeds with benevolence.

Dedicated in protecting the young and the innocent,

caring for the elderly and the underprivileged,

aiding the poor and healing the sick,

educating the young and nurturing their morality,

providing recreation to the public, caring for the environment,

passing on the cultural inheritance and

bringing goodness to the community

Values

Fine traditions, Accommodate the current needs

People-oriented, Care and appreciation

Sound governance, Pragmatism and innovative

Integrity, Vigilance

Optimal use of resources, Cost-effectiveness

Professional team, Service with heart



Po Leung Kuk Laws Foundation College
Plan on the Use of Capacity Enhancement Grant 2023/24 School Year

Our School has read and understood the ground rules and procedures in the utilization of the Capacity Enhancement Grant (CEG). The following plan(s) on the use of the CEG is drawn up after full consultation with teachers.

Item	Details	Time frame	Budget	Evaluation criteria (Indicator)	Responsible party
To help the administration work from both English and Information and Communication Technology (ICT) teachers.	<p>To enable English and ICT teachers to focus on the learning and teaching of the subjects, two full-time Teaching Assistant (TA)/ technician of English and ICT will be employed for 12 months.</p> <p>Teachers could have more time to prepare for the lessons and to develop the language learning activities both inside and outside the school.</p>	1 Sep 2023 to 31 Aug 2024	Salary of one English TA and one ICT technician for 12 months - \$697,620.00 (5% MPF included)	<p>At least 30 teaching materials/ tasks handled by the TA/ technician per month.</p> <p>Collect feedback from English and ICT panel chairpersons about the performance of the TA and technician.</p> <p>Working log of the TA/ technician is evaluated by the teacher-in-charge.</p>	Heads of English and ICT Departments

	Teacher's administrative duties in handling English SBA could be relieved.				
To help the development of orchestra	To help the Music teachers to develop the orchestra, a part-time conductor will be employed for 12 months	1 Sep 2023 to 31 Aug 2024	\$10,000	90% of students attend the training of orchestra. Collect feedback from the Music panel chairperson about the performance of the conductor.	Head of Music Department

PLK Laws Foundation College
Annual Plan (2023/2024) on Life Planning Education and Career Guidance Service

Appendix 2

Objectives:	Strategies:	Monitoring:	Allocation of the CLP Grant:
<p>Recruitment</p> <ul style="list-style-type: none"> ✧ To implement a comprehensive Life Learning Scheme in school 	<ul style="list-style-type: none"> ✧ To employ and assign a teacher/teaching staff to evaluate, plan and carry out the programs 	<ul style="list-style-type: none"> ✧ To write a proposal ✧ To carry out programs ✧ To evaluate the effectiveness of the programs 	\$400,000
<p>Subsidy for programs launched in 2023-2024</p> <ul style="list-style-type: none"> ✧ To maximize the opportunities for students' engagement in career exploration and personal growth ✧ Work with OEA Committee, Life Education and Pastoral Care Board 	<ul style="list-style-type: none"> ✧ To organize 'CLP Week' in early Dec* ✧ To carry out post-exam activities related to career and personal growth aspects ✧ To work with Pastoral Care Board ✧ To work with Subject Selection Committee ✧ To work with other organizations ✧ To set up Career Ambassadors to take up the leading role and organize some activities for fellow students ✧ To implement EDB 'My Life Planning Portfolio' and e-lessons with Life Education Teachers ✧ To use google classroom as a means of communication for S3-S6 students 	<ul style="list-style-type: none"> ✧ To encourage S4 and S5 students to join the post-exam programs based on their interests and abilities ✧ To organize S3LFCity ✧ To hold various talks ✧ To encourage S4-S5 students to join the activities / talks held online ✧ To join EDB and other institutions activities ✧ To attend training courses on the implementation of the EDB systems 	\$60,000

<p>Subsidy for annual school-based activities</p> <p>✧ To encourage students to understand himself/herself in order to plan their study path ahead and build up their portfolio</p>	<ul style="list-style-type: none"> ✧ To start organizing ‘CLP Week’ in early Dec* ✧ To implement EDB Life Planning e-lesson in S1-S3 Class Teachers Period* ✧ To have a good start in the first 3 days ✧ To encourage S1-S6 students to set goals on Sep 1-5 ✧ To carry out individual or group consultation ✧ To further develop further develop self-regulated reading schemes connecting students’ academic engagement and career development. ✧ S4 Subject Selection Exercises ✧ S4-S6 Careers Exploration Activities ✧ S5 Academic Day ✧ Join JA YDC Funding Scheme for Youth Life Planning Activities (2022-2025) ✧ Join Towngas programs* ✧ Join more Greater-bay programs 	<ul style="list-style-type: none"> ✧ To set the theme for each year's CLP Week to help the students explore the workplace and future studies ✧ To structuralize and incorporate the lesson with class teachers and careers teachers ✧ To encourage students to set a clear goal in order to pursue their further studies. More guidelines are given to teachers ✧ To encourage students to read more careers-related articles in order to equip themselves ✧ To encourage teachers to give advice through Google Meet if needed ✧ To encourage students actively join the JA and BSPP activities 	<p>\$35,000</p>
<p>Miscellaneous</p>	<ul style="list-style-type: none"> ✧ To support teachers or students 		<p>\$5,000</p>

CLP Grant: \$500,000



PO LEUNG KUK LAWS FOUNDATION COLLEGE

Appendix 3

**Diversity Learning Grant – Gifted Education Programme
Annual Programme Proposal 2023/24**

Event	Area of giftedness to be nurtured	Objective(s)	Targets	Date of the event	Teacher(s)-in-charge	Budget Plan
Science Research Teams	Science	To provide a platform to nurture the scientific mind of gifted students in science	Gifted students in Science	October 2023 to August 2024	Teachers of Board of Science	\$30,000
Chinese Medicine Programme	Science	To provide a course for gifted students to nurture their scientific mind and interest in science	Gifted students in Science	October 2023 to July 2024	Teachers of Board of Science	\$20,000
International Genetically Engineered Machine Competition	Science	To develop students' scientific mind especially in the field of synthetic biology	Gifted students in Science	September 2023 to August 2024	Teachers in Board of Science and Department of Mathematics	\$20,000
Aerospace Programme	Science and Mathematics	To develop students' interest in aerospace	Gifted students in Science and/or Mathematics	October 2023 to July 2024	Teachers in Board of Science and Department of Mathematics	\$5,000
Environment-related programmes	PSHE	To provide a platform for students to engage in environmental issues	Gifted students in Science and PSHE	October 2023 to August 2024	Teachers of Board of PSHE	\$10,000
Events related to speech or debate (Chinese or English)	Languages	To develop students' language skills and analytical power	Gifted students in languages	October 2023 to August 2024	Teachers in Department of English and Department of Chinese	\$10,000
Various Hong Kong Olympiads and science competitions	Science, Mathematics and Informatics	To enrich students' engagement in inter-school competitions	Gifted students in various subjects	Different dates for different subjects	Teachers in Board of Science / Department of Mathematics / Department of ICT	\$2,000

Sports' training and competitions	Physical Education	To develop students' interest and potentials in sports	Gifted students in Physical Education	October 2023 to August 2024	Teachers in Department of Physical Education	\$3,000
ICT Elite Team	ICT	To develop students' ICT competency	Gifted students in ICT	October 2023 to August 2024	Teachers in Department of ICT	\$3,000

**Plan on the Use of the Life-wide Learning Grant
2023-24 School Year**

Appendix 4

Schools are required to upload this Plan or the Annual School Plan which consist of this Plan endorsed by their SMCs / IMCs onto the homepage of the schools for the sake of enhancing transparency and in accordance with the established practice.

Declaration: We understand clearly the principles on the use of the Life-wide Learning Grant and, after consulting teachers on the allocation of the resources, plan to deploy the Grant for promoting the following items.

Category 1: To organise / participate in life-wide learning activities

Schools are required to complete this part							Completion of this part is not mandatory								
No.	Activity Name	Proposed Date	Target Students		Estimated Expenses (\$)	Estimated Expenses per Person (\$)	Brief Description and Objective of the Activity	Domain (Please select or fill in the domain of the activity as appropriate)	Brief Description of the Monitoring / Evaluation Mechanism	Essential Learning Experiences (Please put a ✓ the appropriate box(es); more than one option can be selected)					Subject Panel / Teacher-in-charge
			Level	Estimated Number of Participants						Intellectual Development (closely linked with curriculum)	Values Education	Physical and Aesthetic Development	Community Service	Career-related Experiences	
1.1	Local Activities: To organise life-wide learning activities in different KLAs / cross-KLA / curriculum areas to enhance learning effectiveness, or to organise diversified life-wide learning activities to cater for students' interests and abilities for stretching students' potential and nurturing in students positive values and attitudes														
e.g.	Career Experience Activity	Nov 2022	S1-S3	200	\$20,000.00	\$100.00									
1	Sports Climbing Lessons	Sept - Dec 2023	S1	195	\$50,000.00	\$256.41	To encourage students to participate in different competitions	Physical Education	Students' achievement			✓			CTK, CPY, MTC
2	Swimming Lessons	Sept - Dec 2023	S1-S3	550	\$110,000.00	\$200.00	To encourage students to participate in different competitions	Physical Education	Students' achievement			✓			CTK, CPY, MTC
3	Sports Demonstration/Experience	Sept 2023- June 2024	S1-S6	970	\$100,000.00	\$103.09	To encourage students to participate in different competitions	Physical Education	Students' achievement			✓			CTK, CPY, MTC
4	OLE activities	Sept 2023- July 2024	S4-S6	427	\$10,000.00	\$23.42	To broaden their vision and development their interest	Cross-Disciplinary (Others)	Students performance and achievement	✓	✓	✓	✓	✓	CPY
5	Life Education Activities	Sept 2023- June 2024	S1-S3	966	\$10,000.00	\$10.35	To promote positive messages for students. To build up students' self-esteem and learn to respect each other	Citizenship and Social Development	Students response and teachers observation	✓	✓		✓	✓	CPY,CPS
6	Green Education	Sept 2023-June 2024	S1-S6	966	\$10,000.00	\$10.35	To promote greening and enhance students awareness in greening and environmental protection.	Moral, Civic and National Education	Teachers' observation	✓	✓				CPY
7	Leadership Training	Sept 2023 - June 2024	S1-S5	100	\$50,000.00	\$500.00	To develop soft skills for being future leaders	Leadership Training	Students' performance	✓					FCT
8	新春嘉年華	Feb 2024	S1-S6	966	\$100,000.00	\$103.52	推廣中國文化	Chinese Language	Teachers' observation	✓	✓	✓		✓	WKA
9	Games Day	July 2024	S1-S5	830	\$3,000.00	\$3.61		Physical Education	Teachers' observation		✓	✓			CTK, CPY, MTC
10	Sports Facilities Rental	Sept 2023- June 2024	S1-S6	150	\$100,000.00	\$666.67	To provide intensive training for school teams	Physical Education	Teachers' observation			✓			CTK, CPY, MTC
11	Aerospace	Sept 2023- June 2024	S3-S6	100	\$80,000.00	\$800.00	To enhance STEM education and application of knowledge	Science	Teachers's observation	✓				✓	FCT
12	Science Day	July 2024	S1-S2	374	\$15,000.00	\$40.11	To encourage all students to explore the incredible world of science in our daily lives	Science	Teachers' observation	✓					LMY

13	Chinese Instrumental Training	Sept-Aug 2024	S1-S6	30	\$30,000.00	\$1,000.00	To develop a deeper connection with Chinese culture and heritage.	Arts (Music)	Students response and teachers observation Teachers' observation	✓		✓			NWY
14	Music activities and competition	Oct-Aug 2024	S1-S6	966	\$80,000.00	\$82.82	To provide opportunities for students to showcase their skills. To offer platforms for individuals to gain performance experience.	Arts (Music)	Students performance and achievement	✓		✓			NWY
15	OLE activities (Arts Education)	Oct-July 2024	S4-S6	427	\$50,000.00	\$117.00	To foster and develop students' creative abilities, allowing them to express their thoughts, emotions, and ideas through various art forms.	Arts (Music)	Students response and teachers observation Teachers' observation	✓		✓		✓	NWY, WWY
16	Ocean Park Gentoo Penguins Breeding Programme	Oct-Feb 2024	S4-S5	4	\$32,000.00	\$8,000.00	To promote animal and environmental conservation for students and to develop frontline conservation of Gentoo penguins and research skills.	Geography	Students response and teachers observation Teachers' observation	✓	✓		✓	✓	LWL
17	ICT Training	Sept 2023-June 2024	S1-S6	100	\$10,000.00	\$100.00	To enable participants to learn the new ICT knowledge through hands-on experience.	Cross-Disciplinary (STEM)	Students performance and achievement	✓				✓	IWC
18	DSS INNOGALA 2023	Oct 2023	S1-S6	30	\$1,500.00	\$50.00	To encourage students interest in STEAM	Science	Teachers' observation	✓				✓	TCY
19	「進念·二十面體」《香港鬼喜劇》	Oct 2023	S1-S6	20	\$200.00	\$10.00	擴闊學生視野·體驗多元戲劇藝術創作。	Chinese Language	Students' achievement	✓	✓			✓	KCY
(Please insert rows above if the space provided is insufficient.)															
Sub-total of Item 1.1				8,171	\$841,700.00										
1.2	Non-Local Activities: To organise or participate in non-local exchange activities or non-local competitions to broaden students' horizons														
e.g.	Exchange Tour to the Greater Bay Area	10-12 Apr 2023	S4-S5	88	\$100,000.00	\$1,136.36									
1	iGEM	Dec 23-Aug 24	S4-S6	50	\$200,000.00	\$4,000.00	To encourage students to take part in iGEM	Science	student performance	✓			✓	✓	FCT
2	Table tennis training camp	July 2024	S1-S6	25	\$25,000.00	\$1,000.00	To provide intensive training for table tennis team	Physical Education				✓			LMY
3	Ski Training Camp	Jan - March	S3-S5	30		\$0.00	To promote ski	Physical Education				✓			CTK,CPY, MTC
4	Music Camp/Festival/Competition	June-Aug 24	S1-S6	100	\$200,000.00	\$2,000.00	To provide opportunities for students to showcase their skills	Arts (Music)	Students performance	✓		✓			NWY
(Please insert rows above if the space provided is insufficient.)															
Sub-total of Item 1.2				205	\$425,000.00										
Total for Category 1				8,376	\$1,266,700.00										

Category 2: To procure equipment, consumables or learning resources for promoting life-wide learning (Compulsory)

No.	Item	Purpose	Estimated Expenses (\$)
e.g.	STEM Learning Kits	STEM Interest Group Activities	\$50,000.00
1	Tools and equipment for the PE activities	Learning resources	\$300,000.00
2	Stem related equipment and resources	Learning resources	\$50,000.00
3	Aerospace equipment	Learning resources	\$20,000.00
4	Musical Instrument	Learning resources	\$50,000.00
(Please insert rows above if the space provided is insufficient.)			
Estimated Expenses for Category 2			\$420,000.00
Estimated Expenses for Categories 1 & 2			\$1,686,700.00

Category 3: Estimated Number of Student Beneficiaries (Compulsory)

Total number of students in the school:	966
Estimated number of student beneficiaries:	966
Percentage of students benefitting from the Grant (%):	100%

Name of Contact Person for LWL:	Ms. Cheung Pui Yin
Post of Contact Person for LWL:	Head of General Admin.

Plan on the Use of the Promotion of Reading Grant

Appendix 5

2023-2024 School Year

The major objectives of promoting reading: (e.g. creating a reading culture)

1. To help develop and strengthen students' reading habits.
2. To cultivate reading atmosphere by introducing our library collection to students.
3. To give more convenience to students for borrowing and returning.
4. To diversify students' scope of learning and reading through promotions and activities in various forms.

	Item*	Estimated Expenses (\$)
1.	Purchase of Books	
	✓ Printed books	\$30,000.00
	e-Books	
2.	Web-based Reading Schemes	
	eRead Scheme	
	Other scheme :	
3.	Reading Activities	
	✓ Hiring writers, professional storytellers, etc. to conduct talks	
	✓ Hire of service from external service providers to organize learning activities related to the promotion of reading	\$20,000.00
	✓ Reading Bonus Scheme / Competition / student activities	\$3,000.00

	Paying the application fees for students to participate in reading activities and competitions	
	Subsidising students to participate in or apply for fee-charging reading related activities or courses	
4.	Others : ✓ optimize our circulation services by breakthrough the geographic limitation of the library and give more convenience to students.	\$20,000.00

* Please tick the appropriate boxes or provide details.

Po Leung Kuk Laws Foundation College
Citizenship and Social Development Department
Proposal for the Provision of One-off Grant
2023-2024

Appendix 6

Description	Estimated Amount
Developing or procuring relevant learning and teaching resources (e.g., reference books, journals, magazines, multi-media, and e-learning resources), as well as mobile applications and software (e.g., software for virtual reality or 3D graphics), for CSD.	25,000
Subsidising fees and travel expenses incurred by student participation in school-based learning activities in the mainland organised by the school (closely linked with the curriculum of CSD, e.g., visits to exhibitions, field trips, museums, and historical sites).	150,000
Subsidising fees and travel expenses incurred by student participation in school-based learning activities in the HK organised by the school (closely linked with the curriculum of CSD, e.g., visits to exhibitions, field trips, talks, and workshops for students).	10,000
Organising trips for teachers' professional development related to the CSD curriculum in Hong Kong.	10,000
Subsidising S5 students and teachers to participate in the CSD Mainland tour visa fees, SIM cards, etc.	8,000
Subsidising the fees incurred by teachers' participation in mainland interflow activities relating to the curriculum of CSD.	41,000
Misc.	6,000

Total: 250,000

School-based After-school Learning and Support Programmes 2023/24 s.y.
School-based Grant - Programme Plan

Name of School: Po Leung Kuk Laws Foundation College

Staff-in-charge: Mr Leung Wing Kin

Contact Telephone No.: 2701 8778

A. The estimated number of students (count by heads) benefitted under this Programme is **39** including A. **16** CSSA recipients, B. **15** SFAS full-grant recipients and C. **8** 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 eligible students [#]			Estimated expenditure (\$)	Name of partner/service provider (if applicable)
					A	B	C		
Various Life-Wide Learning activities (sports, cultural and tutorial services)	To provide opportunities for students to develop interest in arts and sports activities.	Students in general are interested in and have improvement in the arts and sports skills.	Feedback from the teachers/ teaching assistants/ instructors of the activities	Sep 2023 – Aug 2024	16	15	8	23,400	Nil
	To raise the standard of self-management and learning skills.	Students in general have improvement in the self-management and learning skills.							
Total no. of activities: 4				[@] No. of man-times	16	15	8		
				^{**} Total no. of man-times	39				

Note:

* Types 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.

@ Man-times: refers to the aggregate no. of benefitted students participating in each activity listed above.

**Total no. of man-times: the aggregate of man-times (A) + (B) + (C)

Eligible students: students in receipt of CSSA (A), SFAS full grant (B) and disadvantaged students identified by the school under the discretionary quota (not more than 25%) (C)