

**St. Stephen's Girls' College
Annual School Plan
2018-2019**

St. Stephen's Girls' College

School Mission

St. Stephen's Girls' College is a Christian school whose primary aim is to provide good education in a Christian spirit. It strives to educate the 'whole person' by emphasizing the moral, intellectual, physical, social, aesthetic, as well as spiritual development of every student. It aims to help students achieve academic excellence, to develop their own potential, become responsible citizens and future leaders, and serve the community.

School Motto

In Faith Go Forward

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Major Concerns:

1. Shape students' learning attitudes and strengthen their skills and habits to maximize learning potential
2. Embed positive values and attitudes conducive to whole-person development

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Major Concern 1: Shape students' learning attitudes and strengthen their skills and habits to maximize learning potential

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> • Nurture self-directed learners who take ownership of learning • Stretch students' academic potential and motivate them to strive for academic excellence <ul style="list-style-type: none"> ➤ Sustained effort with studies ➤ Better exam results • Enhance students' 4Cs' skills (communication, collaboration, critical thinking, creative thinking) 	<ul style="list-style-type: none"> ✧ Adopt student-centred pedagogy to promote self-directed learning and enhance learning ownership <ul style="list-style-type: none"> ➤ Enhance problem-based / inquiry-based learning, discovery approach and STEAM education across different KLAs to stimulate students' intellectual ability ➤ Deepen experiential learning to enhance authentic learning experience ➤ Increase the application of eLearning and provide opportunities for teachers to share experiences ➤ Enhance students' peer and self-assessment ➤ Conduct generic study skills workshops in F1 and F4 on graphic organizers, note-taking, 	<p>More than 70% of students</p> <ul style="list-style-type: none"> • become self-directed learners • strive for academic excellence • enhance their 4Cs' skills 	<ul style="list-style-type: none"> • Stakeholder Survey • APASO • Teachers' observation • Teachers' survey 	<p>Sep 2018 - Jul 2019</p>	<p>Subject teachers, Heads of subject departments, eLearning Team and Academic Committee</p>	

	<p>reading skills and time management</p> <ul style="list-style-type: none"> ➤ Coach and monitor the use of appropriate subject-based skills in all lessons 					
	<ul style="list-style-type: none"> ❖ Review school policies to develop students' learning habits, encourage students to adopt a more positive attitude to learning and balance studies and activities ➤ Evaluate effectiveness and quantity of assessments, particularly in junior forms ➤ Evaluate Make-up Test Policy ➤ Set up Homework Policy to ensure students take assignments more seriously and address academic discipline problems ➤ Review Award Scheme to acknowledge academic excellence and effort ➤ Revisit existing programmes to enhance effective use of school days 			<p>Sep 2018 - Jul 2019</p>	<p>Principal, Vice Principals, Academic Committee, Other Learning Experiences Team, Guidance Team, Discipline Team, Careers Team, Moral, Civic and National Education Team</p>	

	<p>❖ Strengthen students' ability and habits to conduct P-I-E</p> <ul style="list-style-type: none"> ➤ Provide students with guidelines for clear and effective goal setting in academic areas ➤ Provide students with support in achieving the academic goals they set for themselves ➤ Create space for students to do periodic evaluation 		Sep 2018 - Jul 2019	Subject teachers and Form Teachers	
	<p>❖ Strengthen collaboration with the primary section to facilitate bridging</p> <ul style="list-style-type: none"> ➤ Foster better communication regarding curriculum, promotion criteria and required academic standard ➤ Encourage professional exchanges and class visits between the two sections 		Sep 2018 - Jul 2019	Principal, Vice Principals and Heads of core subject departments	
	<p>❖ Enhance home-school collaboration to cultivate students' positive learning attitude and develop better time-management skills</p>		Sep 2018 - Jul 2019	Principal, Vice Principals, Form Teachers and Parent-Teacher Association	

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Major Concern 2: Embed positive values and attitudes conducive to whole-person development

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> • Enhance students' positive personal qualities • Foster a more balanced personal development • Develop a growth mindset in students • Nurture responsible, serving global citizens and future leaders 	<ul style="list-style-type: none"> ✧ Incorporate positive values in daily teaching and interaction with students 	<ul style="list-style-type: none"> • More than 70% of students show an increase in displaying positive personal qualities (such as caring for others, integrity, resilience and a sense of responsibility) 	<ul style="list-style-type: none"> • Stakeholder Survey • APASO • Teachers' observation • Teachers' survey 	Sep 2018 - Jul 2019	Subject teachers, Guidance Team, Discipline Team, Careers Team, Other Learning Experiences Team, and Moral, Civic and National Education Team	
	<ul style="list-style-type: none"> ✧ Empower teachers' capability to instill life education 			Sep 2018 - Jul 2019	Cabinet and Staff Development Team	

<ul style="list-style-type: none"> ✧ Develop a whole-school approach to life education by making better use and co-ordination of Assemblies, Form Periods and co-curricular activities, etc. ✧ Enrich life education and student support programmes ✧ Provide opportunities and training for students to become responsible and caring members of the school and global community 	Aug 2018 - Jul 2019	Cabinet and Life Education Committee	
	Sep 2018 - Jul 2019	Vice Principal, Guidance Team, Discipline Team, Careers Team, Other Learning Experiences Team, SEN Team and Moral, Civic & National Education Team	
	Aug 2018 - Jul 2019	Subject departments and functional teams	