



**Christian Alliance Cheng Wing Gee College
Committee Annual Plan 2016-17**

Student Development Committee

Theme: “Aiming High • Strive Hard”

(I) Situational Analysis

(a) Strengths

1. A good rapport and understanding among members of various committees have been developed with united belief in the work of student development.
2. Most teachers are committed Christians who have worked diligently in instilling students proper moral value and shaping their positive characters.
3. Most committee coordinators are eager to open up opportunities to broaden students' exposure and encourage students' all-rounded development via taking part in external competitions, trips outside Hong Kong and participating in leadership or ambassador schemes run by external organisations.

(b) Weaknesses

1. Most teachers are facing tremendous pressure and demand in teaching and non-teaching workload, which has drained out most of their time and energy.
2. Quite a number of students are rather self-centred and lack self-management and responsibilities.
3. Some student leaders from senior level are over-occupied with their academic work and face difficulty in striking a balance between study and organising activities.

(c) Opportunities

1. External resources on leadership training are plenty with good quality. Various student service team members can be encouraged to take part in various training programmes.

2. The advent of the NSS reform has reiterated the importance of other learning experiences and this encourages students' participation in external activities and social services.
3. Most students are keen participants in different inter-school activities and are willing to explore.

(d) Threats

1. The academia and parents have over-stressed on the core and elective subjects of the NSS curriculum and not much emphasis has been laid on students' other learning experiences.
2. Christian values are not widely accepted by society and students tend to be self-centred with limited exposure and lack of sense of belonging to the community and the country.

(II) Operational Strategy

(b) 2016-17 School Major Concern 2: To build up students to be responsible with self-discipline and self-management

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2.1 To develop disciplined school life	2.1.1 To promote moral education via book sharing to improve students' attitude towards life, learning and personal attributes with concerted efforts of cross-curricular-committee-based programmes at junior levels	● Students are able to beware of school disciplined life in class.	● Teachers' evaluation on Class Teachers' Meetings and SSE Day; and student APASO survey	Sep16 – May 17	SDC, MEC, Chinese Language Panel and class teachers	External organization
	2.1.3 To set up compromised classroom discipline rules in S.1-4 classes to help students live up to the expectations set up by their classes			Sep16 – Feb 17	SDC and Class teachers	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2.2 To build up students' respectful attitude to oneself and others	2.2.1 To create a caring school campus by reinforcing individual student counseling work, student-teacher activities, and increase the communication channels in school	● A closer tie between student-teacher relationship is reflected	● Evaluation from Stakeholders and APASO surveys	Sep16 – May 17	Heads of SDC, CC, EAC and all teachers	
	2.2.2 To further reinforce social etiquette in morning greetings and mass events for having appropriate manners towards people	● More students have appropriate manners in public.		Sep16 – May 17	Heads of SDC, DC and responsible teachers	
	2.2.3 To refine the 'Super Class Awards' for students at junior levels for better learning attitude in lessons and performance in academic and non-academic aspects	● Improvement of conduct in class is observed.		Oct 16 – May 17	SDC, LEU, DC and all teachers	
	2.2.4 To equip colleagues with the skills of crisis management and classroom management skills through workshops and articles sharing	● Teachers' skills in handling students with misbehaviours can be enhanced.		Sep16 – May 17	SDC, DC, and SADC	Speakers with external parties
2.3 To enhance the awareness of self-	2.3.1 To reinforce civic responsibility and value education via life-education programmes in junior level and school-based 'Class Time Life Education Teaching kits' for senior level, together with mass events	● More students participated in sharing are observed in class and in the	● Class teachers' meetings and evaluatio	Sep16 – May 17	Heads of MEC, CC, RAC and SDC	Student Health Service (Department of

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
management and responsibility	and current issues discussion programmes for all levels	programmes	n on SSE Day			Health)
	2.3.2 To reinforce the self-management skills in various forms by promoting peer homework record checking in S.1-3 classes	● Improvement in homework records	● evaluation in Class Teachers' Meetings and on SSE Day	Jul 16 – May 17	SDC and class teachers	
	2.3.3 To reinforce a clean and tidy environment in classrooms and school campus via the refined 'Let the Classroom Shine Scheme' focusing on classroom cleaning throughout the year; and the educational promotion in target areas at school	● The venues are able to meet the standard requirements	● Evaluation on SEE Day and survey from Tuck shop workers	Sep16 – Jun 17	MEC, SDC and class teachers	

(c) 2016-17 Committee Based Development

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1. Providing pastoral care to students	1.1 By conducting orientation programmes	● By conducting S.1 Orientation Weeks, all S1 students are able to adapt to daily routines of school life before October	● Evaluation from the first Class Teachers' Meeting	Sep 16	LPK and all related teachers	Subsidies for coach expense in day camp

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
		<ul style="list-style-type: none"> In S.4 Orientation Day, at least 70% of students find the event helpful to help them get to know one another in class. 	<ul style="list-style-type: none"> Evaluation of the programme by external party 	Aug 23, 2016	*SWS and CSM	
	1.2 Catering to the need of various students	<ul style="list-style-type: none"> Students, parents and teachers are well-informed of the school subsidy scheme and 90% of the funding is fully utilized. 	<ul style="list-style-type: none"> Report of the subsidy scheme 	Sep 16- Jul 17	LPK	
		<ul style="list-style-type: none"> In handling seriously misbehaved students, improvement is shown after meetings with class and subject teachers. 	<ul style="list-style-type: none"> Case reports (if any) from Class Teachers' Meetings 	Sep 16- Jul 17	Heads of SDC, DC and CC	
2. Giving support Class Teachers and class activities	2.1 Offering assistance for the work of class teachers	<ul style="list-style-type: none"> Purchasing service for student gifts is provided upon the request of class teachers. 	<ul style="list-style-type: none"> Evaluation in Class Teachers' survey 	Feb - Jul 17	CSM	Financial subsidies for gifts purchases
		<ul style="list-style-type: none"> Training of Student leaders of Class Union 		Sep – Oct 16	CSM	
	2.2 Offering assistance in running class or form activities	<ul style="list-style-type: none"> By promoting barbecue gatherings in school, at least 15 classes or committees use the barbecue facility throughout the year. 	<ul style="list-style-type: none"> Record of booking 	Sep 16- Jul 17	JKY	
		<ul style="list-style-type: none"> By coordinating the class and graduates' photo-taking, school life memory can be kept. 	<ul style="list-style-type: none"> Feedback from Class Teachers' Meetings 	Nov 16	CSM	
		<ul style="list-style-type: none"> By giving guidelines for class bulletin board design competition, a conducive classroom for learning can be set up. 	<ul style="list-style-type: none"> Feedback from Class Teachers' Meetings 	Sep 156– Oct 17	CSM	
		<ul style="list-style-type: none"> By supervising S.6 students to organize the graduation banquet and the farewell ceremony, a loving and caring spirit is developed. 	<ul style="list-style-type: none"> Evaluation from Class Teachers' Meeting 	Sep 16- Jul 17	CSF	

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
3. Building up students' leadership skills and potential	3.1 Conducting various class and award schemes	● By coordinating the 'Student of the Class Scheme', students show appreciation to model students in class.	● Feedback from Class Teachers' Meetings	Sep 16- Jul 17	CSM	Gifts for awardees
		● At least 40 students will be nominated in joining various award schemes and scholarship applications.	● Participation record	Sep 16- Jul 17	CSM/LPK	
		● At least 40 students obtain awards in joining the 'All Round Award Scheme'.	● Award record	Sep 16- Jul 17	CSM	

(c) Administration

Ensuring the smoothness of Administrative work	Promoting and evaluating the work of SDC	● By written reports and presentation in Staff Meetings, Staff Development Day and IMC meetings, stake-holders understand the work of SDC.	● Stake-holder survey from teachers	Sep 16- Jul 17	CSM	
		● By Updating the SDC website, the public get to know the student development work of school.	● Reports in committee meetings	Sep 16- Jul 17	CSM	● Support from IT department

III. Team Members

1. **Ms Chan Sau Man Daphne (Vice Principal)**
2. **Mr. Chan Kwok Wai (Coordinator of Moral & Civic Education Committee)**
3. **Ms Chan Suet Fun (Coordinator of Extra-curricular Activity Committee)**
4. **Ms Jim Kei Yee (Coordinator of Counseling Committee)**
5. **Mr. Leung Ping Kuen (Coordinator of Discipline Committee)**
6. **Mr. Shum Wai Shing (Coordinator of Religious Affairs Committee)**