

LA SALLE PRIMARY SCHOOL



Annual School Plan 2024 – 2025

La Salle Primary School

1. Vision

By touching the minds and hearts of the children confided to our care, and by providing the highest quality of education, we aspire to be the best primary school in Hong Kong.

2. Mission

To give a human and Christian education to the young, paying particular attention to the needy.

3. School Motto

Fides et Opera

4. Educational Characteristics

- ◆ To recognise the importance of biblical teachings - commitments to Christian spiritual values.
- ◆ To strengthen the teaching and learning of Chinese (Cantonese & Putonghua) and English - enhancement of students' biliterate and trilingual abilities.
- ◆ To motivate self-learning
- ◆ To encourage respect for individuals
- ◆ To encourage participation in extra-curricular activities
- ◆ To enhance IT in education
- ◆ To attain a good understanding of the Mainland and the world

La Salle Primary School

Annual School Plan

2023-2024

1. To cultivate students into self-directed pioneers and life-long learners
2. To pursue learning and teaching excellence by fostering collaborative inquiry and sharing
3. To nurture students to become positive Lasallian gentlemen possessing good morals

1. Major Concern: To cultivate students into self-directed pioneers and life-long learners

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1.1 To develop multiple talents and potential of students	1.1.1 To realise the holistic personal development and fully develop the potential of students	80% of teachers agree that school provides opportunities for students to develop their potential through a multi-pronged approach	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD and Department Heads of different subjects	Resources provided by different subjects and teams
	1.1.2 To provide systematic training and/or activities in the Talent Hub to enhance the potential of different learners	85% of teachers agree that systematic and structured training can help enhance students' learning effectiveness	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD and Department Heads of different subjects	Resources provided by different subjects for carrying out activities and training programmes

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.1.3 To nurture students' multiple talents by joining different competitions	85% of teachers agree that school provides necessary platforms for students to showcase their talents by joining different competitions	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD and Department Heads of different subjects	Information collected by Department Heads of different subjects
1.2 To promote a reading culture	1.2.1 To create a reading atmosphere by organising reading related activities	80% of teachers agree that a favourable reading environment and atmosphere has successfully established	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD, Department Heads of different subjects and the Teacher Librarian	Various reading materials and interesting online platforms or APPs selected by teachers and the Teacher Librarian

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.2.2 To increase a wide range of library collections which include printed books and e-books to cater for the diverse reading interests and abilities of the students	85% of teachers agree that school's library collection covers a comprehensive range of subjects to meet students' needs for learning	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD, Department Heads of different subjects and the Teacher Librarian	The library collections and ebooks
1.3 To master the skills of “Reading to Learn”	1.3.1 To equip students with the skills of “Reading to Learn” so as to facilitate their learning in different subjects	80% of teachers agree that the skills of “Reading to Learn” enable our students to read and make reading beneficial to their learning	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD and the Teacher Librarian	The reading worksheets and teaching aids

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.3.2 To implement cross-curricular reading programmes which provide opportunities for students to make connections between reading across various Key Learning Areas	80% of teachers agree that reading across the curriculum helps student establish meaningful links between concepts and ideas	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD, Department Heads of different subjects and the Teacher Librarian	Reading programme materials
1.4 To integrate STREAM education into the school-based curriculum	1.4.1 To strengthen the professional capacity of teachers by developing a high functioning STREAM community	85% of teachers agree that professional development acquaints teachers with knowledge and skills in STREAM education	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD, Head of STREAM education and Department Heads of different subjects	Resources for the STREAM professional development

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.4.2 To enhance students' critical awareness of the digital revolution and its impact on the community	85% of teachers agree school cultivates information literacy among students	- Discussion in Curriculum Development Team meetings	Sept 2024 – July 2025	PSMCD, Head of STREAM education	Teaching resources of the digital revolution
	1.4.3 To promote design thinking skills across the curriculum	85% of teachers agree that promotion of design thinking skills can help enhance students' learning motivation and creativity	- Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings	Sept 2024 – July 2025	PSMCD, Head of STREAM education and Department Heads of different subjects	Materials for learning the design thinking skills
	1.4.4 To empower students to be creative innovators, critical thinkers, and problem-solvers	70% of teachers agree that school help students nurture their high-order thinking skills through various learning activities	- Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings	Sept 2024 – July 2025	PSMCD, Head of STREAM education and Department Heads of different subjects	Resources provided by different subjects

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1.5 To provide flexible, engaging and transformative e-Learning	1.5.1 To encourage students to apply IT skills to investigate, present, build and share knowledge	85% of teachers agree that IT skills can help students unleash their learning capability	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD and Head of e-Learning and Department Heads of different subjects	Materials about various IT skills
	1.5.2 To use multimedia tools and e-Learning platforms to foster creativity, collaboration and self- learning	90% of teachers agree that using e-learning tools can help students work together on problem-solving and self-directed learning	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in Curriculum Development Team meetings 	Sept 2024 – July 2025	PSMCD and Head of e-Learning and Department Heads of different subjects	Multimedia tools and e-Learning platforms

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
1.6 To deepen students' understanding of Chinese history and culture to enhance their sense of national identity	1.6.1 To enrich students' understanding of China's historic events, famous figures and their deeds, profile of ethnic development, and social and cultural features via visits and tours	90% of teachers agree that students have a better understanding of China and Chinese culture after visits and tours	- Evaluation in the Annual School Plan meeting - Discussion in National Security, Moral and Civic Education Team meetings	Sept 2024 – July 2025	Vice Principal (Curriculum) and National Security, Moral and Civic Education Team Leader	Information of experiential learning
	1.6.2 To create a learning atmosphere on the campus to promote Constitution, Basic Law and national security education through bulletin boards	80% of teachers agree that school establishes a positive atmosphere of national security education through bulletin boards	- Evaluation in the Annual School Plan meeting - Discussion in National Security, Moral and Civic Education Team meetings	Sept 2024 – July 2025	Vice Principal (Curriculum) and National Security, Moral and Civic Education Team Leader	Materials for making the board display

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.6.3 To enable students to explore different aspects of our country by organising various competitions and activities	80% of teachers agree that students have a better understanding about China and the community of Chinese culture	- Discussion in National Security, Moral and Civic Education Team meetings	Sept 2024 – July 2025	Vice Principal (Curriculum) and National Security, Moral and Civic Education Team Leader	Information about the competitions and activities
	1.6.4 To strengthen students' understanding of Chinese culture by organising thematic book exhibitions	90% of teachers agree that students have a better understanding about Chinese classic sayings and positive values and attitudes by reading different kinds of Chinese books	- Evaluation in the Annual School Plan meeting - Discussion in National Security, Moral and Civic Education Team meetings	Sept 2024 – July 2025	Teacher librarian and National Security, Moral and Civic Education Team Leader	Books about Chinese culture

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	1.6.5 To encourage students to join the Mainland exchange programmes to learn history in actual scenes, so as to cultivate their concept of the state and national identity	85% of teachers agree Mainland exchange programmes enhance students recognition of the state and their national identity	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Discussion in National Security, Moral and Civic Education Team meetings 	Sept 2024 – July 2025	Teacher librarian and National Security, Moral and Civic Education Team Leader	Information about the Mainland exchange programmes

2. Major Concern: To pursue learning and teaching excellence by fostering collaborative inquiry and sharing

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2.1 To enhance project learning for students	2.1.1 To enhance peer learning through collaboration, IBL projects, group work, performances and competitions	90% of teachers agree that project learning facilitates students' independent learning capabilities, develops their generic skills and interpersonal relations	<ul style="list-style-type: none"> - Oral feedback and discussion in the panel meetings of each subject - Evaluation in the Annual School Plan meeting 	Sept 2024 – July 2025	PSMCD and Department Heads of different subjects	Resources of group projects and collaborative lesson planning records
2.2 To further enhance a collaborative culture among students	2.2.1 To further enhance a collaborative culture through Google Suite	90% of teachers agree that Google Suite helps students and teachers to establish an interactive, effective learning and teaching platform	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Class Teachers' feedback after having discussion with students 	Sept 2024 – July 2025	PSMCD and Department Heads of different subjects	Google Suite

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2.3 Continue to enhance collaboration among teachers	2.3.1 To enhance professional sharing during staff meetings, subject meetings, staff workshops, training sessions, as well as IT and Zoom trainings	95% of teachers agree that professional sharing can help foster their professional exchange on learning and teaching	- Evaluation in the Annual School Plan meeting	Sept 2024 – July 2025	Vice Principal (Curriculum) & PSMCD	Evaluation survey of workshops and training, minutes of staff and subject meetings
	2.3.2 To enhance teaching efficacy of all teachers through monthly co- planning meetings of all subjects, collaborative lesson preparation, lesson observation and co-teaching	95% of teachers agree that collaborative lesson planning meetings enable teachers to develop suitable curriculum materials and implement good teaching practices	- Evaluation in the Annual School Plan meeting	Sept 2024 – July 2025	Vice Principal (Curriculum) & PSMCD	Collaborative Lesson planning documents

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
2.4 To promote professional development among teachers	2.4.1 To support new staff members through the mentorship programme, assigning different mentors for subject affairs and class affairs	90% of new staff agree that the mentorship programme is good for them to adapt to the new environment quickly	- Evaluation in the Annual School Plan meeting	Sept 2024 – July 2025	Vice Principal (Staff)	
	2.4.2 To enhance the effectiveness of teaching Mathematics in English through planning meetings, lesson observation and peer lesson observation	90% of teachers involved agree that the collaborative lesson planning meetings and lesson observations help them to master the technique of teaching Maths in English	- Discussion in Curriculum Development Team meetings	Sept 2024 – July 2025	PSMCD and Department Head of Mathematics	Materials for co-planning meetings and lesson observations

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	2.4.3 To further collaborate with La Salle College in the teaching and learning of core subjects, student support team and the training of school teams	80% of teachers agree that the collaboration with LSC help enhance continuity in primary and secondary education	- Discussion in Curriculum Development Team meetings	Sept 2024 – July 2025	Vice Principal (Staff) (Curriculum)	Schedule of the meetings
2.5 To further strengthen the collaborative school culture	2.5.1 To support and empower middle managers	85% of teachers agree that school equips middle managers with necessary skills and knowledge to excel in their roles	- Evaluation in the Annual School Plan meeting	Sept 2024 – July 2025	Vice Principal (Staff)	
	2.5.2 To further enhance the 2-year staff appraisal policy, with check-ins with Principal, to upgrade teaching efficacy and enhance communication	90% of teachers agree that the appraisal policy can help review their work progress and gather feedback from different levels	- Evaluation in the Annual School Plan meeting	Sept 2024 – July 2025	Vice Principal (Staff)	Appraisal documents

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	2.5.3 To collaborate with the Lasallian Family and all HK Lasallian schools in joint meetings and staff formation	85% of teachers agree that the collaboration encourages team spirit and sense of belonging	- Evaluation in the Annual School Plan meeting	Sept 2024 – July 2025	Vice Principal (Pastoral)	

3. Major Concern: To nurture students to become positive Lasallian gentlemen possessing good morals

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
3.1 To foster the Lasallian spirit of faith, zeal and community	3.1.1 To strengthen the Lasallian spirit in the Religious Knowledge curriculum	90% of RK teachers agree that the Brother animator helps to cultivate the Lasallian spirit of faith and foster spiritual formation	- Oral feedback and discussion in the R.K. panel meetings	Sept 2024 – July 2025	Religious Knowledge Panel Chairs	Resources of activities
3.2 To instil Values in Action (VIA) in Positive Education into school curriculum	3.2.1 To progressively acquaint students with the 24 Character Strengths in VIA associated with the six virtues of wisdom, courage, humanity, justice, temperance and transcendence in their first three years of primary education	80% of students agree that they understand the importance of the Character Strengths and try to apply them in their daily life	- Feedback from students - Teachers' observation - Evaluation in the Counselling Team meeting	Sept 2024 – July 2025	Student Guidance Personnel	Student Guidance Service Grant and NGOs

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	3.2.2 To introduce the 8 Character Strengths of Perspective, Judgement, Honesty, Kindness, Leadership, Teamwork, Humour and Spirituality into P.3 Personal Growth Education curriculum	80% of teachers involved agree that students are interested in the activities of the introduction of the 8 Character Strengths	<ul style="list-style-type: none"> - Feedback from students - Teachers' observation - Evaluation in the Counselling Team meeting 	Sept 2024 – July 2025	Student Guidance Personnel	Materials of the 8 Character Strengths
3.3 To promote emotional well-being of students	3.3.1 To build students' positive emotions through school-based programmes and activities	85% of teachers agree that the school-based programmes and activities can assist students to strengthen their relationships and build positive emotions	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Teachers' observation - Class Teachers' feedback after having discussion with students 	Sept 2024 – July 2025	Subject Panels and PSMCD	Good Student Award Booklet

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
	3.3.2 To provide students with hands-on experiences of service learning	90% of teachers agree that service learning facilitates students to merge their actual experience with their academic learning at a deeper level	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Evaluation in the Counselling Team meeting 	Sept 2024 – July 2025	Student Guidance Personnel	Materials for service learning
3.4 To help students adapt to new changes with positive mindset	3.4.1 To organise talks, seminars or workshops on Positive Education for students, teachers and parents	80% of the participants agree that talks, seminars or workshops can help them to cultivate proper values and attitudes	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Evaluation in the Counselling Team meeting - Survey 	Sept 2024 – July 2025	Student Guidance Personnel	Materials for talks, seminars or workshops
3.5 To enhance students' resilience when meeting challenges in life	3.5.1 To strengthen students' resilience by means of home-school cooperation involving students, teachers and parents	85% of teachers agree that home-school cooperation can help teachers and parents identify students with emotional difficulties as early as possible	<ul style="list-style-type: none"> - Evaluation in the Annual School Plan meeting - Evaluation in the Counselling Team meeting 	Sept 2024 – July 2025	Student Guidance Personnel	