

Careers and Life Planning Programme – School Plan & Budget for 2016 – 17 Introduction

The 2014 Policy address allocated to every local school an recurrent annual grant to enhance provision of Careers and Life Planning education. The amount of the grant is linked to the midpoint of a GM teacher's salary. The value of the grant is \$566,880 (MPS point 26 at 2016 values). The grant has to be spent according to the EDB's criteria.

CSS already has a framework for students' guidance & achievement (G&A), which is overseen by a Vice Principal. Under this framework, there is a G&A team, consisting of a number of key staff, including a Careers & Higher Education counsellor, Head of Upper School, Head of Middle School & their deputies. CSS will deploy the CLP grant 2016 – 17 to enhance the work of the existing G&A team.

Plan for 2016 – 17

1. Continue to apply budget towards the cost of an existing teacher already appointed as Career & Life Planning Coordinator.
2. Continue to employ two Administrative Assistants for Careers – to provide administrative support to the Careers & Higher Education coordinator, particularly with regards to applications to tertiary education institutions.
3. Enhance current resources available to students for Careers Guidance, including specialized software and publications.
4. Provide professional development support for key staff – including attending workshops and conferences organized by appropriate bodies in Hong Kong and overseas.

Budget

Income

EDB grant, linked to mid point of GM teacher's salary \$566,880 (Point 26, MPS 2016)

Expenditure

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|--|-----------------|
| Share the teachers' i/c and Administrative Assistants cost being contribution to Careers & Life Planning Programme | \$554,880 |
| Careers resources (software, guest speakers) | \$9,000 |
| Training courses/workshops/conferences for staff | \$3,000 |
| Total | \$566880 |