

Introduction

The school plan for 2007 – 2008 is derived from the school's 5 year school development plan for 2006 – 2011 submitted to the Education Bureau. The 5 year plan has since been accepted by the Education Bureau and the CSS School Board of Directors has now signed a 10 year Service Agreement with the Education Bureau to operate the school.

Overall direction of 2007 – 2008

The key tasks of development of the school for 2007 – 2008 can be grouped under 3 major priority areas:

1. Consolidate plans for the school's long term development and further develop its administrative structure

The school's first year of operation was in 2006 – 2007. During that year, the key focus was implementing a short term action plan and setting up an interim school structure to operate the school while the 5 year development plan was drafted. The priority for this year therefore is to begin the detailed implementation of an agreed 5 year development plan and to develop an administrative structure which will support the dynamic growth in this early phase of the school's development.

2. Further develop the school's curriculum and learning and teaching programme; begin planning for NSS and the authorization of the IB MYP programme

In the first year of the school, the school began the implementation of the new junior secondary curriculum through the framework of the International Baccalaureate Middle Years Programme. This year the focus is on implementing the planned curriculum for Form 1 & Form 2, to map out the Form 3 to Form 6 curriculum plan and to review and refine units of work by the end of the year. The MYP developments to date will be shared with the IB Asia Pacific Regional Office and their advice will be sought on further development required to enable the school's programme to be authorized by the IB at a later stage in the following year.

3. Continue to strengthen the ethos and culture of the school as an inviting & learning organization

In the first year of the school, the staff was introduced to the philosophy of Invitational Education and a good level of awareness was achieved. In this year, the focus is to deepen the understanding of IE and the practical implications of implementing this philosophy through places, policies, programmes, processes and people, with the aim of embedding this approach as the key to strengthening the school's ethos and aspiration to become an inviting and learning organization.

Specific area of development 1: Consolidate plans for the school's long term development and further develop its administrative structure

Programme / strategic tasks	timescale	People responsible	Resources	Success Criteria
Draft & submit 5 year School Development Plan to EDB and establish a 10 year Service Agreement	Sept 07 – Mar 08	Principal & Project Director	n/a	5 year plan accepted by EDB and Service Agreement signed
Establish a strong positioning and reputation for the school through promotional activity – seminars, open day, website, publications, and participation in external projects.	Sept 07 – June 08	Principal, Vice Principal; Creative Showcase team,	Promotion & Publicity budget	Positive feedback from existing and prospective stakeholders
Implement the administrative structure, policies and procedures (financial & resources management, human resources management, curriculum, student guidance etc) derived from last year's review.	Sept 07 – Mar 08	Principal, Vice Principal, School Secretary, School Accountant	n/a	Effectiveness of administration system and of school teams
Develop leadership potential of existing staff and recruit suitably qualified staff to mid-level leadership positions for the following school year.	Sept 07 – June 08	Principal, Vice Principal, Curriculum Director	PD budget; Advertising & recruitment budget	Successful promotion of existing staff; successful appointment of new staff to leadership positions
Continue to develop a culture and implement a framework for school self-evaluation -	Sept 07 – June 08	Principal, Vice Principal		Stakeholders' views consistently informing school policies and procedures

Specific Area of Development 2: Further develop the school's curriculum and learning and teaching programme; begin planning for NSS and the authorization of the IB MYP programme

Programme / strategic tasks	timescale	People responsible	Resources	Success Criteria
Plan for the authorization of the IB MYP programme: <ul style="list-style-type: none"> - prepare for IB pre-authorization visit - develop & implement action plan in response to IB recommendations - apply for IB authorization visit 	Sep-Nov07 Dec07 – May08 June08	Principal, Curriculum Director and MYP Coordinator (from Jun 08)	IB training budget	Positive IB report + recommendations Action Plan & implementation meeting IB report requirements Application accepted by IB, with date agreed for authorization visit.
Begin detailed planning for introduction of the New Senior Secondary (NSS) curriculum: <ul style="list-style-type: none"> - appointment of NSS coordinator and core team - road map for implementation established and shared with parents and students 	Oct 07 Oct 07 – Mar 08	Principal, Vice Principal, Curriculum Director and NSS Coordinator	NSS training budget	Suitable Coordinator appointed from existing staff team Detailed research and training begun Positive feedback from students and parents on Form 3 – 6 curriculum road map
Enhance quality of classroom learning and teaching through classroom observation, teacher support appraisal and training workshops (EDB DOLACEE ESL course)	Sept 07 – Jun 08	Curriculum Director; ESL tutors	budget to train ESL tutors	Positive feedback from teachers; areas of improvement in classroom learning identified;
Review current subject schemes of work for Form 1 & 2 and develop schemes of work for Form 3	Mar 08 – Jun 08		supply cover budget	teachers' active involvement in review work leading to improved schemes of work for 2008 – 09

Specific Area of Development 3: Continue to strengthen the ethos and culture of the school as an inviting & learning organization

Programme / strategic tasks	timescale	People responsible	Resources	Success Criteria
Develop a plan to realize the school's intention to achieve the Inviting School award: <ul style="list-style-type: none"> - affiliate to IAIE & attend world conference - organize IE training for support & teaching staff - practical implementation of 5P's of IE philosophy & invite advisory visit from IE team - commit to a 2 year action plan to gain IE award 	Sep–Oct 07 Sep07-Jan08 Oct 07 – Apr 08 May –June 08	Vice Principal & core team for IE	Budget to affiliate to & participate in IE activities in HK & USA	Conference feedback strengthens school staff understanding & expertise Training deepens staff commitment Positive report from IE visiting team on the school's efforts to establish an IE environment and culture Action plan and additional staff identified to carry through the plan
Further develop the policy framework for Student Guidance and Achievement to foster the potential of every student to develop as IB learners: <ul style="list-style-type: none"> - implement the enhanced policies for student conduct management and guidance counseling - promote the IB Learner Profile through CCA, assemblies, school & house events and through the curriculum, school report & student portfolio - induct new teachers into the role of house tutors and strengthen the House system through creative, action-based and service-orientated activities - explore feasibility of a digital student portfolio system 	Sept 07 onwards Sept 07 onwards Sept – Oct 07 Jan – June 08	Vice Principal + - Teacher i/c discipline - Guidance Counsellor - student guidance team + student leadership & achievement team - House tutors - Curriculum Director, ICT team		- consistent management of student conduct, with effective discipline as well as counseling & support - IB Learner Profile effectively promoted to and well understood by staff, students & parents - Students and staff sense of affiliation to their houses strengthened. - clear recommendation put forward for implementation next school year
Deepen stakeholders' understanding of and commitment to school vision & mission, and create more opportunities for communication, representation and collaboration: <ul style="list-style-type: none"> - organize seminars & other events for parents to deepen their 	Sept 07 – June 08 Oct 07 – Mar 08	Principal + Vice Principal, supported by: - promotion & Creative	School promotion	Positive feedback from seminar surveys

<p>knowledge of school developments</p> <ul style="list-style-type: none"> - implement an action plan to establish a Parent-Teachers Association by October 2008 - progressively offer students more opportunities to represent the school in external events, as well as represent their houses in school-wide discussion - invite, analyse and respond to comments from staff, students and parents on the school's current climate and future priorities for development. 	<p>Jan – Jun 08</p> <p>Oct 07 – Jun 08</p> <p>Jun – Jul 08</p>	<p>Showcase teams</p> <ul style="list-style-type: none"> - Teacher reps on the PTA preparation cte - student leadership team 	<p>budget</p> <p>Govt grant to establish PTA n/a</p> <p>HKSSN affiliation & consultancy budget</p>	<ul style="list-style-type: none"> - preparatory committee established and inaugural PTA AGM held. - Active participation of students in events to represent the school and their houses; student voice established as clear dimension of school life survey of stakeholders clearly informs school leadership of the school's current position and future development needs.
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