



陳樹渠紀念中學

Chan Shu Kui Memorial School

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### School Mission

We strive to create a happy and caring learning environment for our students, stimulating their inquiring minds and nurturing them as our future leaders. Students will develop excellent conduct and the integrated skills for life-long learning and whole-person development.

### School Information

Supervisor / Chairman of School Management Committee	Mr. Anson CHAN	
Principal (with Qualifications / Experiences)	Mr. CHIU Cheung Ki (PhD, D.Litt)	
School Type	DSS	Co-ed
School Motto	Develop morality & intelligence, build physical strength, be social and strive for aesthetic value	
Name of Sponsoring Body	Chan Shu Kui Memorial School School Management Committee Limited	
Area Occupied by the School	About 4000 Sq. M	Religion Not Applicable
Parent-Teacher Association	Yes	Past Students' Association / School Alumni Association

### Teaching Staff Information (including School Head) in the 2020/2021 School Year

Number of teaching posts in the approved establishment	-	
Total number of teachers in the school	47	
Qualifications and professional training (% of teaching staff)		
Teacher Certificate / Diploma in Education	79%	
Bachelor Degree	100%	
Master / Doctorate Degree or above	53%	
Special Education Training	17%	
Years of Experience (% of teaching staff)		
0 - 4 years	5 - 9 years	≥10 years
34%	15%	51%

### Subjects Offered in the 2020/2021 School Year

S.1 - S.3	Chinese as the medium of instruction	Chinese Language, Mathematics, The Art of Living and Liberal Studies, Information Technology, Integrated Science, Biology, Physics, Chemistry, History, Chinese History, Geography, Putonghua, Physical Education, Music, Visual Arts, Chinese Language Learning Support Programme for NCS students, STEAM
	English as the medium of instruction	English Language
	Adopt a different medium of instruction by class or by group / school-based curriculum	Subjects are taught in English in EMI classes: Mathematics, Integrated Science, History, Biology, Physics, Chemistry, Geography, Information Technology, Music, Visual Arts
S.4 - S.6	Chinese as the medium of instruction	Chinese Language, Mathematics, Liberal Studies, Information and Communication Technology, Physics, Chemistry, Biology, History, Geography, Economics, 'Business, Accounting and Financial Studies', Chinese History, Tourism and Hospitality Studies, Visual Arts, Physical Education, Other Learning Experiences, Applied Learning, IGCSE (Chinese)
	English as the medium of instruction	English Language
	Adopt a different medium of instruction by class or by group / school-based curriculum	Some subjects are taught in English: Mathematics, Liberal Studies, Economics, History, Geography, Physics, Chemistry, Biology, Visual Arts

## Subjects to be Offered in the 2021/2022 School Year

S.1 - S.3	Chinese as the medium of instruction	Chinese Language, Mathematics, The Art of Living and Liberal Studies, Information Technology, Integrated Science, Biology, Physics, Chemistry, History, Chinese History, Geography, Putonghua, Physical Education, Music, Visual Arts, Chinese Language Learning Support Programme for NCS students, STEM
	English as the medium of instruction	English Language
	Adopt a different medium of instruction by class or by group / school-based curriculum	Subjects are taught in English in EMI classes: Mathematics, Integrated Science, History, Biology, Physics, Chemistry, Geography, Information Technology, Music, Visual Arts
S.4 - S.6	Chinese as the medium of instruction	Chinese Language, Mathematics, Liberal Studies, Information and Communication Technology, Physics, Chemistry, Biology, History, Geography, Economics, 'Business, Accounting and Financial Studies', Chinese History, Tourism and Hospitality Studies, Visual Art, Physical Educations, Other Learning Experiences, Applied Learning, IGCSE (Chinese)
	English as the medium of instruction	English Language
	Adopt a different medium of instruction by class or by group / school-based curriculum	Subjects are taught in English: Mathematics, Liberal Studies, Economics, History, Geography, Physics, Chemistry, Biology, Visual Arts, IGCSE (English, Mathematics, Physics, Chemistry, Biology)

### Class Structure & Chargeable Fees (2020/2021)

	S1	S2	S3	S4	S5	S6
No. of Classes	-	5	5	5	5	5
School Fee	-	\$700	\$700	\$6,000	\$6,000	\$6,000
Tong Fai	-	-	-	-	-	-
Parent-Teacher Association Fee	\$20					
Student Union / Association Fee	\$10					
Approved Charges for Non-standard items	-					
Other Charges / Fees	-					
Remarks	-					

### S.1 Admission, Orientation Activities & Healthy School Life

<p><b>Secondary One Admission</b></p> <p>Our school will not accept discretionary places. Our school will not participate in the Secondary School Places Allocation System through central allocation stage (Applicable for admission to S.1 in September 2021).</p>
<p><b>Orientation Activities and Healthy Life</b></p> <p>Orientation Day and Parents' Seminar are organised for students.</p> <p>The School promotes a healthy lifestyle by encouraging students to follow a balanced diet. The service of the school tuck shop is closely monitored. Surveys are also conducted regularly to collect students' opinions on the quality of the food provided.</p> <p>The school also places an emphasis on life education, imparting correct moral views to students and encouraging them to plan their life proactively.</p> <p>The school has joined the Healthy Campus Programme in 2019-2022 which aims to help students develop positive energy and resilience.</p>

**School Characteristics****School Management****School's Major Concerns:**

1. Promoting students' leadership qualities: Nurturing students' excellent conduct and enhancing their integrating skills.
2. Strengthening STEAM education: Developing creative and innovative curriculum.

**School Management Organisation:**

The School Management Committee, comprised of renowned professionals from different fields, is the governing body of the School. It is responsible for the management and administration of the School, overseeing the Academic Committee, Discipline Team, Guidance and Counselling Team, Extra-curricular Activities Team, Careers Guidance Team, Staff Development Team, Student Support Team and General Affairs Team.

**Incorporated Management Committee / School Management Committee / Management Committee:**

Chairman of School Management Committee and School Supervisor: Mr Anson CHAN; School Managers: Ms Lily CHAN, Mr WAI Kee Shun (SBS), Mr NG Kwok Fu, Alex, Mr MA Wai Hung, Vincent, Dr LUK CHIU Kwan Hung, Angela (BBS), Mr HUANG Lester Garson (SBS,JP), Mr LEE Kar Ming, Alex (Parent representative), Ms SO Shuk Man (Teacher representative), Mr LEUNG Kin Fung (Alumni representative), Mr HO Shek Tim, Mr TAM Wing Fun, Eric, Mrs CHAN LEE Vivian Ming Wai, Dr CHIU Cheung Ki (Secretary)

**School Green Policy:**

The School is committed to implementing environmental protection measures such as cutting down on the consumption of electricity, water and paper. The campus is made greener with more plantations.

**Learning and Teaching Plan****Whole-school Language Policy:**

1. There is an EMI class in each junior form. In the EMI stream, all subjects, except The Art of Living and Liberal Studies, P.E., Chinese, Putonghua and Chinese history, are taught in English. In senior forms, students can choose to study some of the elective subjects in English.
2. In senior forms, students are streamed according to their English standard and small-group teaching is implemented in the English lessons.
3. Junior form students are provided with systematic training in drama.
4. Enhancement and Enrichment classes are organized for Chinese and English to boost their performance.
5. Morning assemblies on Wednesdays are conducted in either English or Putonghua.
6. Morning reading periods are conducted on Tuesdays and Thursdays.

**Learning and Teaching Strategies:**

Through student-centred teaching strategies, curriculum tailoring and small-group interactions, students develop the study skills and self-learning abilities necessary for lifelong learning. The School has formed sister schools with seven secondary schools, one in Taiwan and six in China. This partnership allows students to take learning opportunities out of Hong Kong.

**School-based Curriculum:**

1. Electives: 2X.
2. Curriculum highlights: A diversified and life-related curriculum has been developed to broaden students' horizons and learning experiences. There is curriculum integration across some of the subjects.
3. A learner-focused approach is adopted in the implementation of the four key tasks.
4. The curriculum is tailored to address students' diverse needs and abilities.
5. Drama-related techniques are integrated into the formal English and Chinese curriculum.
6. Liberal Studies has been introduced into the junior secondary curriculum to better prepare students for the senior secondary curriculum. Students acquire generic skills through studying different issues.
7. A school-based curriculum for 'Other Learning Experiences' focuses on students' development in music, physical education, art, and moral and social aspects.
8. Different subjects produce programmes to be broadcast on the Campus TV.

**Development of the Four Key Tasks:**

In order to support the development of key tasks, a Special Duties Committee has been set up, covering Value Education Team, Reading across the Curriculum Team, IT Application Team, Integrating and applying knowledge and Skills across Discipline, Self-directed Learning Team, Sister Schools Coordination Team and STEM Education Team. Specializing in a particular task, each sub-committee coordinates with each other to enhance learning and teaching.

**Life Planning Education:**

1. Life planning - we let students understand different choices from different activities and experiences so that they can make a difference in their lives.
2. Studies planning - we provide students with appropriate guidance and relevant information on tertiary institutions in Hong Kong, Mainland China, Taiwan and overseas.
3. Student support - we assist students in applying for scholarships, grants and various financial aids.
4. Career support - we provide students with mock interviews, resume writing and cover letter training, and the latest information on employment traps and career-related legal knowledge.
5. Career guidance - students are given the opportunity to know about themselves, the society, the problems they may face and solutions.
6. Employment opportunities - we collect extensive employment and vocational training information so that students can easily obtain relevant information.

**Student Support****Whole School Approach to Catering for Learner Diversity:**

1. Co-class teachers provide guidance for students with mixed learning abilities and needs.
2. Small-group teaching is implemented in senior form English and Liberal Studies lessons.
3. Teaching assistants are employed to conduct tutorial classes and give students extra support.
4. Newly-arrived children are supported in adopting to the new environment.
5. Students with financial difficulties are offered after-class courses to help with their schoolwork.

**Whole School Approach to Integrated Education:**

1. Through policy, culture and measures, we can use the resources of the school to take care of students with special educational needs with the "three-tier support model".
2. To implement cross-sectoral operation, optimize the support of students with special needs through the professional advice of educational psychologists and speech therapists, and develop a "people-oriented" school-based integration education.
3. Develop learning files for students, and track the progress of students' learning from the "one-page file" to improve their learning performance. Write a support excerpt and use the "home-school cooperation" to build a more comprehensive support network for students.

**Education Support for Non-Chinese Speaking (NCS) Students:**

Our school provides additional support for NCS students to facilitate their learning of Chinese: appointing additional teacher(s)/teaching assistant(s) to support NCS students' learning of Chinese; arranging intensive Chinese learning and teaching mode(s), e.g. pull-out learning if necessary, split-class/group learning, etc.; developing school-based Chinese Language curriculum and/or adapting learning and teaching materials; and organising cultural integration activities. Arrange non-Chinese speaking students with different Chinese language learning performance to sit for the public exams of suitable levels.

**Measures to provide adaptation for Learning and Assessment:**

1. Adapting the school-based Chinese Language curriculum for NCS students.
2. Learning Chinese History and Putonghua through project learning.
3. Adapting assessment in Chinese Language, Chinese History and Putonghua.

**Fee Remission:**

Our school offers full school fee remission, 3/4, 1/2 or 1/4 school fee remission, The School will exercise discretion in granting financial assistance. Needy students, including those from families receiving the Comprehensive Social Security Assistance (CSSA) and students receiving financial assistance provided by the Student Finance Office of the Working Family and Student Financial Assistance Agency (WFSFAA), could apply for fee remission.

- Newly admitted students could apply for the school fee remission after 1 month(s) of commencement of the new school year. Application results will be announced within 1 month(s) after submission of applications. Students can apply for textbook / school uniform subsidies at the beginning of the school year. They may also submit their applications anytime during the school year under special circumstances
- Please visit the web-link in our school's website for details of school fee remission scheme, including the family income limits.

<b>Home-School Co-operation and School Ethos</b>
<b>Home-School Co-operation:</b> The School is aware of the importance of home-school cooperation and takes the initiative to seek parents' opinions on student-related matters. The Executive Committee of Parent-Teacher Association holds meetings and activities regularly, and participates actively in annual school events such as the Athletic Meet and Open Day.
<b>School Ethos:</b> The School has established a caring ethos and has won the Caring School Award. It does its best to maintain a school environment conducive to learning, discipline training and value education. Our teachers are experienced in assisting newly-arrived children and non-Chinese speaking students in adapting to the local education system. The Discipline Team, Guidance Team, Extra-curricular Activities Team and Careers Guidance Team work in collaboration to organise programmes which suit the needs of different students, with a view to nurturing their self-discipline and leadership abilities.
<b>Future Development</b>
<b>School Development Plan:</b> 1. To further refine pedagogy and enhance the learning experience, to promote proactive learning and open up new horizons for students so as to meet community needs; 2. To promote leadership education and to help students raise their self-esteem; 3. To utilize the information technology platform effectively, to enhance training in performing arts and develop multiple intelligences in students.
<b>Teacher Professional Training and Development:</b> The Staff Professional Development Team is responsible for teachers' continued training and development. The School has allotted funds to encourage teachers to take courses to enhance their professional or personal development.
<b>Life-wide Learning (including Five Essential Learning Experiences to be provided through Key Learning Areas, Extra-curricular Activities, Co-curricular Activities, etc.)</b>
1. Activities offered by the School fall into five categories: performing arts, clubs, interest groups, uniformed groups and sports. There are more than 40 clubs and teams such as Road Safety Patrol, Volunteer Group, Scouts, Red Cross Youth Unit, Marching Band, Chinese Club, English Club, STEAM Club, Debating Team, Liberal Studies Club, Computer Club, Science Club, Music Club, Sports Club, Environmental Protection Club, Gardening Club, Putonghua Club, Drama Club, Cricket Club, Fencing Group, Kickboxing Class, Junior Police Call, Community Youth Club and Christian Fellowship. 2. There are meaningful activities for students, including leadership training activities, social services, visit to universities, cultural exchange tours, visits to sister schools, and so on. These activities can broaden their horizons while boosting their confidence and leadership abilities. 3. Our school has established a training base for artistic talents by working closely with the Alumni Association, Hong Kong Art School, Leisure and Culture Services Department, Chung Ying Theatre Company etc. in fostering students' artistic development.
<b>School Facilities</b>
<b>School Facilities:</b> A STEM teaching room, a STEM workshop, a computer room, an activity room, a basketball court, Campus TV, a library, a hall, a gymnasium, a music room, an English Corner, a Visual Arts Room and 3 laboratories
<b>Facility(ies) for Supporting Students with Special Educational Needs:</b> 1. List of procedures for taking care of the needs of SEN students. 2. Special arrangement are made during examinations. 3. Provide support for study support groups, social groups, speech therapy groups, occupational groups, etc, for students in need. 4. School-based psychologists are employed to support students with special learning needs.
<b>Others</b>
Awards for students with outstanding performance are awarded.
<b>Direct Public Transportation to School</b>
Buses: 6, 6C, 6D, 6P, 42, 796C MTR trains: Sham Sui Po