



東華三院張明添中學

TWGHs Chang Ming Thien College

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School Mission

Provide comprehensive and multifarious services to children and young people to enable them to exert their full potentialities and, eventually, to serve the community. We firmly believe in the school motto: "Diligence, Frugality, Loyalty and Faithfulness" as the guiding principle in the moral and intellectual development of our children and young people. We strive to promote proper values and a positive outlook on life and encourage them to lead a full and meaningful life.

School Information

Supervisor / Chairman of School Management Committee	Ms. Man Wing Yee Ginny	
Principal (with Qualifications / Experiences)	Mr. Fong Shun Man (Bachelor, Certificate of Education, Master)	
School Type	Aided	Co-ed
School Motto	Diligence, Frugality, Loyalty and Trustworthiness	
Name of Sponsoring Body	Tung Wah Group of Hospitals	
Area Occupied by the School	About 7400 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	56	
Total number of teachers in the school	60	
Qualifications and professional training (% of teaching staff)		
Teacher Certificate / Diploma in Education	97%	
Bachelor Degree	97%	
Master / Doctorate Degree or above	50%	
Special Education Training	15%	
Years of Experience (% of teaching staff)		
0 - 4 years	5 - 9 years	≥10 years
12%	3%	85%

Subjects Offered in the 2020/2021 School Year

S.1 - S.3	Chinese as the medium of instruction	Chinese Language / Chinese History / Music / Physical Education / Home Economics / Putonghua / Design and Technology / Visual Arts / Life, History and Society*
	English as the medium of instruction	English Language / Science / Geography
	Adopt a different medium of instruction by class or by group / school-based curriculum	Mathematics / Computer Literacy
S.4 - S.6	Chinese as the medium of instruction	Chinese Language / Liberal Studies / Chinese History / Design and Applied Technology / Business, Accounting and Financial Studies / Visual Arts / Physical Education / Applied Learning
	English as the medium of instruction	English Language / Geography / Physics / Biology / Chemistry / Mathematics (Extended Part)
	Adopt a different medium of instruction by class or by group / school-based curriculum	Mathematics / Economics

*Subjects with extended learning activities (ELA) in English

Subjects to be Offered in the 2021/2022 School Year

S.1 - S.3	Chinese as the medium of instruction	Chinese Language / Chinese History / Music / Physical Education / Home Economics / Putonghua / Design and Technology / Visual Arts / Life, History and Society*
	English as the medium of instruction	English Language / Science / Geography
	Adopt a different medium of instruction by class or by group / school-based curriculum	Mathematics / Computer Literacy
S.4 - S.6	Chinese as the medium of instruction	Chinese Language / Liberal Studies / Chinese History / Design and Applied Technology / Business, Accounting and Financial Studies / Visual Arts / Physical Education / Applied Learning
	English as the medium of instruction	English Language / Chemistry / Physics / Biology / Geography / Mathematics (Extended Part)
	Adopt a different medium of instruction by class or by group / school-based curriculum	Mathematics / Economics

Class Structure & Chargeable Fees (2020/2021)

*Subjects with extended learning activities (ELA) in English

	S1	S2	S3	S4	S5	S6
No. of Classes	4	4	4	4	4	4
School Fee	-	-	-	-	-	-
Tong Fai	-	-	-	\$340	\$340	\$340
Parent-Teacher Association Fee	\$30					
Student Union / Association Fee	\$5					
Approved Charges for Non-standard items	-					
Other Charges / Fees	-					
Remarks	-					

S.1 Admission, Orientation Activities & Healthy School Life

<p>Secondary One Admission</p> <p>Our school will accept discretionary places. Our school will participate in the Secondary School Places Allocation System through central allocation stage (Applicable for admission to S.1 in September 2021).</p> <p>Selection Criteria and Weightings for F.1 Discretionary Place applicants: Rank Order List released by EDB (80%), Interview performance, performance in extra-curricular activities and services (20%).</p>
<p>Orientation Activities and Healthy Life</p> <p>All F.1 students have to attend English Bridging Course in July. Orientation Day and Campus Tour are held for parents and students at the end of August. Orientation programme is also arranged in early September to assist students to adapt to secondary school life.</p> <ol style="list-style-type: none"> 1. By means of Home Economics curriculum, we introduce healthy life style topics, like meal planning, balanced diet and nutrition etc. 2. Encourage the selling of healthy food in the tuck shop. 3. We aim at training up the physical fitness of our students through PE lessons and various sports activities.

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

1. To develop the school into a learning community: to raise the academic standard of our students by developing their self learning ability, to cater for the diverse learning abilities of our students, to cultivate a professional sharing culture among teachers.
2. To build and consolidate positive values in our students: to raise the sense of responsibility of our students, to raise the ability of our students in facing adversities, to enable our students to plan ahead for their future.

School Management Organisation:

The school is managed by Incorporated Management Committee. Teacher-student Forums are held to enable students to express their views in the school policies.

Incorporated Management Committee / School Management Committee / Management Committee:

The composition of IMC includes the Supervisor, Principal, Teacher Manager, Parent Manager, Alumni Manager, Independent Manager and Sponsoring Body Manager.

School Green Policy:

1. Recycling toner, ink cartridges & waste paper.
2. Installation of solar film for solar control and energy saving.
3. Implementation of Green Roofing Research Project.
4. The establishment of Environmental Science Club to increase awareness of students towards environmental protection.

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

Infuse English elements in the teaching of various subjects in junior forms and offer F3 summer bridging courses to better equip students with the abilities to switch to learning using English as medium of instruction in senior forms. To build up an English rich learning environment for our students, we have Native-speaking English Teacher conducting oral training. Students are asked to write journals and comments on newspaper cutting. We also arrange a wide varieties of learning activities such as the CMT radio, English Speaking days with the English Ambassadors, English on Campus, English Morning Assembly, Student English Morning Talk, English Week, English Club, English Corner, English Drama Show, Saturday English Oral Class, English Camp and English Study Tour. A Self-access Learning Centre was established to help students acquire mastery of 2 languages and 3 dialects. Implement Language Across the Curriculum Policy in various subjects to strengthen language training of students. For information on Fine-tuning the Medium of Instruction for Secondary Schools, please refer to "Subjects offered".

Learning and Teaching Strategies:

To promote learning effectiveness, Visits, Field Trips, Competitions and Overseas Study Tours are organized. A number of Scholarships, Homework awards and Self-challenge Improvement Awards are established to recognize students' outstanding academic performance. Various arts, science, commercial and practical subjects are offered and good range of electives, which meet the interests and abilities of F.4 to F.6 students, is available. Students enjoy flexibility in taking subjects across stream.

School-based Curriculum:

1. Electives: 2X. Offer 26 arts, science, commercial cross stream subject combination.
2. Curriculum highlights: We offer the school-based subject "Life, History & Society" in F.1 to F.3 to introduce Liberal Studies, so that our students are well-equipped for the NSS curriculum.

Development of the Four Key Tasks:

1. Implement Extensive Reading Scheme, Good Book Recommendation, Reading Contract, Reading Report Competition, My Favorite Books Sharing Assembly, On-line Reading Programme, Book Crossing Campaign, Book Exhibition and set up e-books.
2. Design Junior Form cross-curricular project learning programmes to develop students' generic skills.
3. Moral and Civic Education is delivered regularly through assemblies, talks and form periods.
4. All classrooms and special rooms are equipped with computers, visualizers and LCD projectors. A team of well trained IT Prefects is set up to support the use of IT resources in teaching. Students, teachers and parents can make use of the eClass platform to enhance learning, teaching, administration and communication.
5. Implement STEMaker Nurturing Scheme.

Life Planning Education:

Please refer to the school website

<https://www.twghcmnts.edu.hk/tc/%E6%A0%A1%E6%9B%86>

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

1. We have Junior Form English, Chinese and Mathematics remedial groups to assist academically less-able students to build up a more solid foundation.
2. Students failing to submit homework are required to attend lunch-time and after-school tutorial classes, under teachers' supervision, to complete their homework.
3. We have SEN Student Support Team to plan and provide services to students with special educational needs.
4. F.1 students are supported in their academic studies by the peer counsellor scheme.

Whole School Approach to Integrated Education:

We adopt the 'whole school approach' mode to promote integrated education. We place importance on home-school cooperation and establish mechanism on regular communication to provide appropriate support services to cater for diverse learning abilities of our students. The principal, Vice principals, SEN co-ordinator, Discipline Mistress, co-ordinator of Counselling Committee, Careers Mistress, Co-ordinator of Examination and Student Registration Committee, Panel chairpersons of Chinese, English and Mathematics, Social Worker and Educational Psychologist form the SEN Student Support Team to organise Chinese Read & Write training group, Phonics group, Mathematics Enhancement class, etc., Attention Enhancement class and allocate Learning Support Grant to recruit teaching assistants to offer after-school homework tutorial classes.

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; and organising cultural integration activities.

Measures to provide adaptation for Learning and Assessment:

Using continuous assessment including a combination of assignments, projects, tests and examinations to measure the performance of students throughout the academic year. Two uniform tests and examinations, supplemented by quizzes, are held in a year.

Home-School Co-operation and School Ethos
Home-School Co-operation: Parents' Day, PTA meetings, parents workshops and family activities are arranged to enhance home-school co-operation.
School Ethos: Implement Healthy Campus Scheme, Disciplinary Self-improvement Scheme, Outstanding Conduct Award Scheme to facilitate students whole person development. A team of well trained Peer Counsellors is set up to help F1 students to adapt to secondary school life.
Future Development
School Development Plan: 1. To optimize school-based teaching strategies; 2. To enhance the effectiveness of English learning & teaching; 3. To raise students' self-learning ability; 4. To implement STEMaker Nurturing Scheme; 5. To cultivate a professional sharing culture among teachers; 6. To have effective catering for learner diversity; 7. To facilitate students' career planning; 8. To broaden students' horizons and enrich their other learning experiences; 9. To train student leaders; 10. To raise the sense of responsibility of our students and to raise the ability of our students in facing adversities.
Teacher Professional Training and Development: School-based and joint-schools workshops, seminars and conferences as well as overseas visits have been organized regularly for principal and teachers. Peer lesson observation is conducted throughout the year for teachers to share experiences. Teachers enthusiastically attend seminars organized by the EDB and other education organizations, focusing on areas including information technology, school administration, curriculum development and assessment methods, etc., to facilitate profession development.
Life-wide Learning (including Five Essential Learning Experiences to be provided through Key Learning Areas, Extra-curricular Activities, Co-curricular Activities, etc.)
We have Students' Union, Sports Association, 13 School Teams, 4 Houses and 24 School Clubs. Every year students are elected and formed into committees, providing a variety of extra curricular-activities. Our school also organizes large functions like Sports Day, Music Festival, Chinese Week, English Week and Mathematics Week. Through these sporting, academic and cultural activities, we aim in enriching students' school life with a well-rounded education.
School Facilities
School Facilities: 33 Classrooms, Special Rooms include Activity Room, Self-access Learning Centre, Language Rooms, STEMaker Space, Computer Room, Laboratories, Cookery Room, Needlework Room, Music Room, Geography Room, Visual Arts Room, Design and Technology Workshop, Students' Union Room, Dressing Room, Gymnasium Room, Multi-purpose Area, Study Room & Library.
Facility(ies) for Supporting Students with Special Educational Needs: Accessible lift and Accessible toilet.
Others
Students are encouraged to actively participate in various service projects, Convergence of Love Sponsorship Programme, exchange projects, not only will they learn to serve and care for others, but their other learning experience will also be enriched.
Direct Public Transportation to School
Bus (104/86/86A/86C/87A/87B/2B/2D/2E); MTR (Shek Kip Mei Station); Minibus (To Chak On Estate).