



## ST. LOUIS SCHOOL ANNUAL PLAN 2019-2020

**SUBJECT / TEAM**

**CAREERS**

### (I) Aims

- (a) Assist the students to apply JUPAS, EAPP and studying abroad
- (b) Provide updated information and guidance to help students understanding their interests, abilities in choosing the path for further studies.
- (c) Help students to develop their life planning.
- (d) Enhance the staff development of team members and teaching staffs.

### (II) Situational Analysis

- (a) Strengths
  - Careers Teachers are very helpful and cooperative.
- (b) Weakness
  - Many careers teachers are green in providing careers guidance
  - Careers room for interviewing clients and meetings is not available.
- (c) Opportunities
  - There is plenty of valuable information provided by various agencies.
  - Students have many alternative ways of further studies now.
- (d) Threats
  - Most of our careers teachers take up too many teaching duties and non-teaching duties.
  - They do not have enough time and effort to focus on the work of career guidance.
  - CLP grant has been converted into a regular post. Human resources and budget are subject to uncertainty and limitation.

### (III) Highlight

School Mock Interview

### (IV) Short Term Direction

- (a) Extend the career education to S1 to S3
- (b) Organize parent seminars
- (c) Encourage class teachers to participate in career guidance

**(V) Areas of Concern****1. Major Concern 1: Students as visionary leaders possessing enhanced thinking skills, especially creativity and problem solving****Program title (1): S5 Upgrade Myself (1.2d, 2.2b)**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	Person in charge	Resources Required
To prepare for further study	S5 Job Shadowing S5 CV writing Subsidy of U-Summer Learning Programmes HKU Information Day	Attendance is above 90%	Attendance	GE×5	CKH	One-off grant (\$1,000)

**2. Major Concern 2: Students as visionary leaders with necessary positive values including self-discipline and respect inculcated****Program title (2): S1 Self Exploration (2.2a)**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	Person in charge	Resources Required
To foster students' self-understanding and initiate the individual career planning	S1 Orientation Day S1 Cambridge Occupational Analysts Programme	Attendance is above 80%	Attendance	GE×4	NWM	One-off grant (\$1,000)

**Program title (3): S2 My Dream (2.2a,b)**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	Person in charge	Resources Required
To help students in goal setting and create a reflective habits of mind	S2 Portfolio Sharing S2 Visit	Attendance is above 80%	Attendance	GE×4	CSL	One-off grant (\$1,000)

**Program title (4): S3 Progression Path (2.2a)**

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>Person in charge</b>	<b>Resources Required</b>
To link students' character and ability with study choices	S3 Elective Selection Procedure S3 Parent Seminar-Elective Selection	Attendance is above 80%	Attendance	GE×5	CCKP	One-off grant (\$2,000)

**Program title (5): Reflections of Careers Education (2.2a)**

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>Person in charge</b>	<b>Resources Required</b>
To foster students' reflective habits of mind	Students are requested to do reflections of Careers Education	10% of reflections marked Grade A	Doing reflections	Whole year	CSL	One-off grant (\$1,000)

**Program title (6): S4 Working Reality (2.2b, 2.3a)**

<b>Targets</b>	<b>Strategies</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>Time Scale</b>	<b>Person in charge</b>	<b>Resources Required</b>
To learn experiences about work	S4 Job Shadowing HKTDC Education and Careers Expo	Attendance is above 80%	Attendance	GE×3	WCY	One-off grant (\$1,000)

**Program title (7): Career-related activities (2.3a)**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	Person in charge	Resources Required
Help students to set up their goals in life, in particular in the area of careers and vocation	Some elite students are invited to participate in a series of career-related activities.	More than 40 students have participated in at least 2 CRE activities	Degree of participation in CRE activities	Whole year	CCKP	One-off grant (\$20,000)

**(VI) Other panel-based / team-based concerns:****Program title (8): S6 Study Strategy**

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	Person in charge	Resources Required
To link study opportunities and career choices	S6 Mock Interview S6 Information Day for HKDSE Result Release Jupas, EAPP, Mainland & Taiwan application	Attendance is above 80%	Attendance	GE×3	CSL	One-off grant (\$2,000)

**(VII) Provisional Scheme of work**

Month	Events	PIC / VPIC
Sept 2019	S6 DSE Application & Jupas Statistics S4-S6 Parent Seminars	Refer to (VI)

<b>Oct 2019</b>	<b>S6 Careers Talks-Jupas Application S1-S3 Parent Seminars S3-S5 Introduction of CLP (probe) S5 University Info Day 2017</b>	<b>Refer to (VI)</b>
<b>Nov 2019</b>	<b>S1-S2 Introduction of CLP (probe) S5 Careers Talks-Study Overseas Visit 01</b>	<b>Refer to (VI)</b>
<b>Dec 2019</b>	<b>S6 Careers Talks-EAPP, Mainland &amp; Taiwan S6 Mock Interview</b>	<b>Refer to (VI)</b>
<b>Jan 2020</b>	<b>S6 Careers Talks-VTC Application Job Shadowing 01</b>	<b>Refer to (VI)</b>
<b>Feb 2020</b>	<b>S4 Education &amp; Career Expo 2019 Visit 02</b>	<b>Refer to (VI)</b>
<b>Mar 2020</b>	<b>S3 Streaming Procedure S3 Mock Streaming S5 CV writing S4 Elective Selection Visit 03</b>	<b>Refer to (VI)</b>
<b>Apr 2020</b>	<b>S2 Careers Talk S4 Careers Talk S5 Interview Skill S1 Careers Talk S2 Careers Talk Job Shadowing 02</b>	<b>Refer to (VI)</b>
<b>May 2020</b>	<b>S2 Portfolio Sharing Visit 04</b>	<b>Refer to (VI)</b>

Jun 2020		
Jul 2020	S6 Info Day S6 HKDSE Result Release	Refer to (VI)
Aug 2020	S1 Orientation Day Summer Job – Mainland	Refer to (VI)

**(VIII) Budget and Other Resources**

	Amount
<b>EXPENDITURE</b>	
<b>A. General Panel / Team-based budget</b>	
A1. S1 Self Exploration	\$1,000
A2. S2 My Dream	\$1,000
A3. S3 Progression Path	\$2,000
A4. S4 Working Reality	\$1,000
A5. S5 Upgrade Myself	\$2,000
A6. S6 Study Strategy	\$2,000
A7. Reflections of Careers Education	\$1,000
A8. Transportation Cost	\$10,000
A9. Printing Fee	\$4,000
A10. Cambridge Occupational Analysts Programmes	\$6,000
A11. Newsletter	\$5,000
A12. Workshops Fee (Drone & Dolphin Trainer at Ocean Park )	\$10,000
Sub-total (A) =	\$45,000
<b>B. CEG</b>	

	Sub-total (B) =	/
<b>C. Furniture and Equipment (F &amp; E)</b>		
	Sub-total (C) =	/
<b>D. DLG</b>		
	Sub-total (D) =	/
<b>E. Reading Grant</b>		
	Sub-total (E) =	/
<b>F. Life Wide Learning Grant (LWLG)</b>		
	Sub-total (F) =	/
<b>G. Budget of items using other specific grant from EDB* : _____</b> *Chinese History, NCS or Student Support grant		
	Sub-total (G) =	/
<b>H. Other Resources</b>		
	Sub-total (H) =	/
	<b>Total Expenditure =</b>	<b>\$45,000</b>

**(IX) Members**

Chan Shui Leung  
 Chan Chun Ket  
 Cheung Ka Ho  
 Chan Ka Lai

Lai Chung Hau  
 Li Tsz Hoi  
 Ng Wai Ming  
 Wu Ka Yat