

Shatin Tsung Tsin Secondary School

Action Plan on Career Planning with the Career Life Planning (CLP) Grant 2014/15

Objectives	Strategies	Monitoring/Evaluation	Allocation of CLP Grant#
<p>1. To implement career education to all students</p>	<ul style="list-style-type: none"> ● The career education curriculum is revamped to cater for different developmental stages of students. ● S1 and S5 career planning booklets are published for students to record their learning process and career plans. ● Career corner in the library is expanded by providing new reference materials related to career education curriculum. 	<p>Teachers' observation, students' feedback</p>	<ul style="list-style-type: none"> ● Lessons of Career Mistress and Career Teacher A are shared by a newly recruited teacher (Career Teacher B). ● Lessons of three teachers are released as follows to revamp the career education curriculum and oversee the implementation of relevant programmes. Career Mistress -7 lessons* Career Teacher A -8 lessons* Career Teacher B -3 lessons* * per cycle ● Books are purchased.
<p>2. To enable students to explore and manage their career goals and plans through joining activities organized by external organizations or volunteered by alumni</p>	<ul style="list-style-type: none"> ● Career-related activities organized by external organizations are publicized through weekly issued CGC News and the school website. ● Newly launched projects, such as aptitude test and mentorship programmes, are organized. 	<p>Teachers' observation, students' feedback</p>	<ul style="list-style-type: none"> ● An Administrative Assistant (AA) is recruited to carry out the relevant administrative duties.

<p>3. To provide students with guidance and consultation on career goals and plans</p>	<ul style="list-style-type: none"> ● All S5 students are allocated to small groups according to their career interests. Career teachers identify students' career development problems through discussion. Elementary advice on students' career goal /plan is provided. ● S5 and S6 class teachers arrange individual guidance sessions for all students so as to review (S5) and consolidate (S6) their individual career goal and plan. ● Career teachers form guidance groups to take care of students who have shown their intention to study abroad. 	<p>Teachers' observation, students' feedback</p>	<ul style="list-style-type: none"> ● Lessons of class teachers are released to organize guidance sessions 11 class teachers @-1.5 lessons* (S5 and S6) * per cycle ● The number of career teachers increases from 3 (2013/14) to 6 (2014/15).
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#Remarks:

Items	Allocation of CLP Grants
Employment of staff (reduction of teaching and administrative workload so as to implement the action plan of career planning)	94%
Miscellaneous items such as <ul style="list-style-type: none">● books in library● learning materials for students● reference materials for teachers● professional training for all teachers● subsidies for students with economic difficulties in joining programmes	6%