

Work Plan / Report on Life Planning Education
and Career Guidance Service

This is a proposed framework for planning, monitoring and evaluation purposes. Schools are free to adopt the format to suit specific needs.

Name of school : Cheung Sha Wan Catholic Secondary School


School Year : 14-15

Objective	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant :
<p>To enhance the capacity of career team in career guidance service and life planning education for students</p> <p>To relieve the teaching workload of career teachers</p>	<p>Employment of a teacher responsible for the following duties related to careers planning</p> <ul style="list-style-type: none"> ● Organize visits for junior form students ● Organize career-related programs for self-understanding and career planning e.g. Life Game ● Strengthen the support in career guidance service 	<p>The new teacher's performance attains 'Satisfactory level' or above in his record of staff appraisal</p>	<p>HK \$350,000</p>

<p>To help students realize their potentials, strength and interests for making informed and responsible choices for further study</p> <p>To foster students' personal planning, goal setting and reflective thinking to pursue their dreams</p>	<p>Mass Programs are organized for students</p> <ol style="list-style-type: none"> 1. Life Game (模擬人生) for F3 students before subject selection 2. Career Day for F4 students 3. Mock Exam Release of HKDSE for F5 students 	<p>As reveal by the results of questionnaires, over 75% of participants agree that the mass program can enhance their self-understanding, goal setting, personal planning and reflective-thinking ability</p>	<p>HK \$15,000 (Life Game)</p> <p>HK \$20,000 (Career Day)</p> <p>HK \$15,000 (Mock Exam Release of HKDSE)</p>
<p>More opportunities are provided for students to explore their career and study paths</p>	<p>Visiting local tertiary institutions, government departments, career expo; workplaces of private sectors, etc</p>	<p>Over 75% of participants agree that the activities can help them explore their career and study paths</p>	<p>HK \$25,000 (Transportation Fee)</p>
<p>Career & Life Planning is integrated with the school curriculum, through which students are equipped with knowledge, skills and attitude to make informed choice of their career paths based on their interests, abilities as well as academic aspiration.</p>	<p>'My Career Profile' and 'Career Mapping' are used as the teaching tools for career education in Junior Forms and Senior Forms respectively</p>	<p>Review and evaluate the effectiveness of the teaching tools in the meeting with class teachers.</p> <p>90% of F1 students submit their work.</p>	<p>HK \$14,000 (Printing fee)</p>
<p>Equip students with skills for interviews for JUPAS application</p>	<p>Interview Workshop / Career Talk for students</p>	<p>80% of participants agree that they acquire the essential skills for JUPAS interview</p>	<p>HK \$5,000</p>

Extend students horizons and Enhance students' careers aspiration	Study Tour (TBC)	90% of participants agree that the tour can extend their horizons and enhance their careers aspiration	HK \$20,000
To enhance teachers' awareness of importance of career planning for students. To enhance teachers' understanding about importance of whole school approach for the implementation of career planning education	Staff Development Day for teachers	80% of teachers agree that the staff development day can enhance their understanding about career planning	HK \$5,000
To equip teachers with the knowledge, skills and attitude to help students make informed decision to pursue their career paths in accordance with their interests, abilities and academic aspirations	Teacher training session for teachers to enhance their skills and knowledge of careers guidance	90% of teachers agree that they gain knowledge and skills in handling students' problems about career planning	HK \$10,000
Total amount :			HK \$479,000

Prepared by MR. Chau Wai Hung (Career Master)

Endorsed by: 
Ms. Chan Kam Tim Theresa
(Supervisor)