

United Christian College (Kowloon East)
Annual Plan 2016-2017
Life Planning Committee

1) AIMS

1. To develop students' self-understanding in relation to their planning for further study and career.
2. To enhance students' understanding of the career work and nurture a positive attitude towards professionalism.
3. To help students devise proper learning strategies through discovering their aspiration.
4. To facilitate parent-child communication regarding further study and career.
5. To share with students that one's career is in God's hand.

2) BIBLE SCRIPTS AND MOTTO

1. Trust in the LORD with all your heart and lean not on your own understanding; in all your ways submit to him, and he will make your paths straight.
 你要專心仰賴耶和華、不可倚靠自己的聰明，在你一切所行的事上、都要認定他、他必指引你的路。(箴言 3:5-6)
2. A man may make designs for his way, but the Lord is the guide of his steps. 人心籌算自己的道路，唯耶和華指引他的腳步。(箴言 16:9)
3. Down to earth and touch stars by hand. 腳踏實地、伸手摘星。

3) SWOT ANALYSIS

STRENGTHS <ol style="list-style-type: none"> a) Strong school leadership: positive, supportive, forward-looking b) Collaboration rather than competition for resources is witnessed among functional groups c) Active parent participation in school activities 	WEAKNESSES <ol style="list-style-type: none"> a) Lack of know-how on life planning b) Not much lesson time available for Life Planning Curriculum c) Importance of life planning not yet a widely owned concept d) Students in general dislike attending career talks and workshops which are scheduled after school
OPPORTUNITIES <ol style="list-style-type: none"> a) Increasing number of alumni as time passes by, who can serve as speakers for both further study and career talks b) School has good connection with overseas universities, NGOs, and the business/ education sector c) Increasing number of students opting out of JUPAS poses an opportunity to work on multiple pathways 	THREATS <ol style="list-style-type: none"> a) Tension brought by the need to pursue one's dream and the expectation of students to enter 'competitive subjects' at 'prestigious universities' by parents b) Teachers may focus more on teaching instead of student development due to the vigorous pedagogical reform c) Students' busy schedule unfavourable to their participation in LP activities

4) TEAM MEMBERS

KLHY, CCC, CYKY, HCY, LCHW, YCSP

5) EVALUATION OF 2015-16 ANNUAL PLAN

S.6

Term	Activity	IC	Evaluation
T1	Individual Coaching (Gap Management)	KLHY & whole team	<p>Purpose achieved.</p> <p>Each S.6 student was assigned to a career team as his/ her coach and all coaching sessions were completed by late-Nov (before the submission of JUPAS choices). Over 90% of the students showed up in the coaching session, though the preparation they had varied. More than half of them find it useful. To address students' need better, the following changes will be made to the coaching handbook next year:</p> <ol style="list-style-type: none"> 1. attaching students' Holland test results to allow a better understanding of students' subject choice and personality trait 2. asking students to indicate 3 work values that are important to them 3. asking students to indicate what they want to focus on in the career coaching session (e.g. self-understanding/ gap management/ broadening or narrowing down subject choice)
T1	S6 Career Guidance Introduction	KLHY	<p>Purpose achieved.</p> <p>An overview of all the life planning activities and JUPAS (application procedures, timeline and important points to note) was provided for students. Some found it useful though students with better initiative found some of the information slightly repetitive.</p>
T1	S6 UGC-Funded University's Talk + Alumni sharing	WW KLHY	<p>Purpose fully achieved.</p> <p>Around 40 alumni of 2012-2015 cohorts HKDSE now studying in different universities and faculties came back to share with S6 students in small groups, first by faculty, second by university. S6 students could choose to go to the group they are interested in. Students' response was enthusiastic in asking questions and listening to their experience in faculty requirement and university campus life. Besides S.6 students, 15 seats were also offered for S.5 students to attend. Most students were able to mingle with alumni from the universities or majors they were interested in. However, to make the event a more fruitful experience for students, they should be asked to focus on 3 universities and 3 majors (instead of 2 for each) and alumni studying AD/HD should also be invited. Also, a survey can be conducted in Sept so that alumni from faculties students interested in can be invited to fully address students' needs.</p>
T1	S6 JUPAS Strategy Workshops	WW	<p>Purpose fully achieved.</p> <p>The workshop was conducted by CCC this year. He referred to different information sources such as "Hok Yau Club" and "Mingpao" and tailor-made message and strategies for the students. In general, it could fulfill the target purposes but the responses of students were normal.</p>
T1	S6 Parents' Night	KLHY CCC	<p>Purpose fully achieved.</p> <p>63 families attended the parents night, which included meeting core and elective subject teachers, discussion of students' strategies to help students and taking care of students' learning and emotional needs. Parents in general found</p>

			the program useful in helping them support their kids.
T1	S6 non-JUPAS Talk	HCY CCC	Purpose fully achieved. BU CIE and Tung Wah College were invited to share their non-JUPAS programmes. The response of the students was good and some were prepared to apply some program in coming months.
T2	S6 Interview Training Workshop	WW HCY	Purpose fully achieved. Students in general were very attentive and well prepared. There were two sessions for the workshop. In the first session (compulsory), students were given training on some interview skills and areas to caution. In the second session, students were divided into several groups, having training on different types of interviews. About 68 students joined the 2 nd session of the workshop. Students have gained some experience about the Interviews in Universities.
T2	S6 Mock DSE-Result Release	CCC KLHY	Purpose fully achieved. This activity was held by HK Family Welfare Society. More than 90 students attended this activity. In general, students find it useful in promoting their self-understanding (e.g. interest, abilities, plans for further study) and giving them a better direction in planning for their future study and DSE, thus boosting their confidence in facing the future. Many are able to set more concrete goals for the coming 3 months due to the experience and reflection throughout the activity.
T3	S.6 Parents Night before DSE release	KLHY CCC	Fully achieved. The workshop was divided into two major parts, with the first part providing parents and students with the information on DSE release, JUPAS reprioritization and multiple pathways. The second part was mainly parent-child activity, with students and parents working on two worksheets together (scenario worksheet & decision-making worksheet). More than 60 families attended the workshop and most of them found it useful. 98% of them find the workshop useful in helping them with the planning for DSE release. 83.7% of them feel that it facilitated better parent-child communication regarding further studies. 83.3% of the families feel more confident after the workshop in facing DSE release. Suggestions for next year: - The workshop should be extended to 2 hours instead of 1.5 hours, as students and parents may need more time to discuss and work on the worksheets. The decision-making worksheet seems to be a bit complex to them. More illustration is needed for that. Also, students should be informed of the date of the workshop earlier (i.e. in Feb, last day) so that they won't schedule their trips during this period of time. Holding the workshop a week later may be a better option as there may be more updated information available in early July.
T3	2016 DSE Result Release	KLHY & whole team	Purpose achieved. 3 teachers (LP teachers, FTs and a few subject teachers) have been assigned to each class for career counseling, giving students advice and guidance on JUPAS reprioritization as well as further studies. Training has been provided to teachers on the skills and knowledge necessary for career counseling. Students in general could get the guidance necessary for making an informed decision.

S.5

Term	Activity	IC	Evaluation
T1	Career Potential Evaluation Analysis (Holland Model) I, II	CCC	Purpose achieved. Each S.5 student can do the test of Holland Model and receive individual analysis report through which they can know their personal character matching with their potential future career development. After matching the career development, students can know clearly what subjects they can choose in future study. We can do the test online next year, which can facilitate data processing.
T1	S5 JUPAS Strategy Workshop	WW	Purpose achieved. An introduction to the following elements that are vital for JUPAS application were given to students through presentation and pair work activities: Aspiration, Information, Learning Methods. Students were rather engaged and active in raising questions after the workshop. More follow-up work in FP can be considered in future as a form of consolidation.
T2	S5 Overseas Study Talks	CCC KLHY	The talk is successfully finished. We invited Australia Government Counselor (Ms. Ching) and USA International Education to speak the study in Australia and USA respectively. The feedback of students are good and expressed interested. The institutions also provided valued and useful information to them.
T3	S5 AST Workshop	WW LCHW	Purpose achieved. The workshop was delivered by Edvenue. It was divided into 2 sessions. In the first session, students were inspired to think about their study strategy towards DSE and JUPAS. They were attentive in general. The second session was tailor-made to each class according to their difference of elective subjects and ability. Students knew more about the JUPAS strategy and multiple pathways, as well as to reflect on their revision method.
T3	S5 Parents' Night (Pre-S6 JUPAS Research Tools)	WW LCHW	Purpose achieved. About 170 parents and 130 students participated in the workshop. The main activity was delivered by Edvenue. It provided a chance for parents and students to communicate about their expectations on DSE and JUPAS choice. The speaker mainly focused on how parents can help their kids during the upcoming tough year. Audiences were highly attentive to gather the information of JUPAS research tools. The workshop was overrun in time. It is suggested to start at 7:30pm instead of 7:00pm next year since the workshop was bit hurry for the parents.

S.4

Term	Activity	IC	Evaluation
T2	S4 Qualification Framework	YCSP CCC	The talk was delivered by Qualifications Framework Secretariat, through which students gained a better understanding of QF and the Qualifications Register. However, the idea of QF & use of QR can be disseminated to students in other ways throughout their senior years instead of a talk.

T3	S4 talk on university summer camps	YCSP KLHY	Purpose fully achieved. A representative from HKU introduced the courses offered at HKU, new programs and admission criteria, followed by summer camps for secondary school students this year. Most students found the talk informative and relevant to their needs.
T3	Career Potential Evaluation Analysis (Holland Model Practice) I, II	CCC YCSP	Purpose achieved. Each S.4 student did the Holland and received an individual analysis report through which they know more about their personal character matching with their potential future career development. After matching the career development, students can know clearly what subjects they can choose in future study. Most of the students felt interesting and good tools for helping them how to know themselves matching with their future development. Moreover, it applied electronic version for doing the test, which can save the time in processing.

S.3

Term	Activity	IC	Evaluation
T1	S3 Parents' Night	LCHW HCY	Purpose fully achieved. FKYS invite two alumni to share their experience of university application and DSE preparation. Most parents found the sharing and information practical and inspiring.
T2	Subject Choice Talk & subject briefing sessions (I, II, III)	LCHW HCY	Subject teachers are suggested to record a promotional video for next year. We can make good use of FP time for subject promotion. Briefing sessions can be used for consultation with subject teachers instead of disseminating subject information.
T2	S3 Parents and Students' Workshop	LCHW HCY	Purpose achieved. The workshop was shortened in time (1.5 hrs) compared to last year and the goal was achieved. Over 90% of the S3 parents and students attended and they were very engaged in the activities.

S3, 4, 5

Term	Activity	IC	Evaluation
T3	Talks by Professionals (S3-5)	HCY KLHY YCSP	Fully achieved. The talks were delivered by 13 professionals in 13 parallel sessions. All students were allocated to the talk of their first choice. Careers like vet, hotel management and mass media were included this time. Most of the students were engaged and willing to ask questions. They were attentive and took useful notes during the talk. All the speakers enjoy their interaction with the students. The rundown and logistics were very smooth with the co-operation of the colleagues. To better address students' needs and preference, a survey of the career they are interested in can be done in the beginning of the school year before looking for professionals to share in the talk.

6) OBJECTIVES & GOALS FOR EACH FORM

To better facilitate the whole-school approach of life planning education, goals for all forms are specified in the table below. Starting from this school year, Life Planning Education will cover S.1 & S.2 as well.

	S.1	S.2	S.3	S.4	S.5	S.6
	Adaption to JS learning - building competence & confidence		Getting ready for transition to NSS and adaptation to NSS learning		Getting ready for transition to university (Choice of institution & majors)	
I. Self-understanding	Understanding & developing their strengths and personal attributes	Making more realistic self-assessment of achievements, qualities & abilities	Understanding your personality and occupational preference	Understanding their personality, trait factor	Gaining a holistic understanding of personal attributes, personalities and abilities	Integrating personal growth into career development
	Building a positive self-image and confidence					
		Understanding their life values	Understanding their life values and work values		Understanding their work values and the forces behind	
II. Exploration of further education and career	Exploring one's dream					Articulate one's dream
	Exploring different careers	Exploring less common careers	Exploring various careers and stereotyping associated with	Identifying careers they are interested in / that match their personality	Exploring careers they are interested in / that match their personality	
		Exploring subjects offered at University	Exploring U programs / subject areas they like	Exploring universities and subjects they like	Exploring universities and subjects they like	
III. Management of further education and career					Formulating medium and long term goals and career/ learning targets	Establish career aspiration & related study targets
			Making informed NSS subj. choices	Learning to make informed choices concerning further study		Making informed choices concerning further study
	Learning goal-setting methods (e.g. SMART)		Setting tentative study plan and strategies for NSS with or without connection with personal goals and aspirations		Formulating study plan and strategies to realize learning / career goals	
				Understanding what SLP & OEA are	Preparing for SLP & OEA	Developing skills and attitudes in presenting themselves

7) THREE-YEAR DEVELOPMENT PLAN (2016-2019)

Based on the evaluation conducted and feedback from ESR report, a three-year plan has been devised, governing the direction and work of in the coming developmental cycle.

Domains	Task	16-17	17-18	18-19
I. Mass education	Assembly sharing on work/global trend/ U life	2 / year	1 / term	1 / term
	School activities	Whole-form life planning activity for S.2 / one junior form (e.g. LWL Day/ post-exam period)		
II. Curriculum	Curriculum goals and framework	Goals and framework for S1- S6 ready	Refinement of the framework	
	Formal curriculum (in collaboration with L&S)	Review and refinement of S2 life planning components in L&S lessons	Addition of life planning component to S.1 L&S lesson Review and refinement of S1 LP components in L&S lessons	
III. Workplace experience/ attachment	Workplace visits	2-3/ year	5/ year	5/year
	Work experience	Workplace simulation activity		
		Job shadowing in collaboration with M&S (target:10-15 students)	Job shadowing activities in collaboration with M&S & KE parents	
IV. Individual support	S6 – twice a year Other forms – voluntary basis	Individual/ Group counseling service provided for S3-5 as well More support given to the following groups of students: (1) Overseas study (2) Students leaving school before completing DSE		
V. Info dissemination & resources management	Intranet – eClass	Making full use of Life Planning Classroom for Ts and Ss' access		
	Other social media	Life Planning – FB page		
	Careers Corner	Establishment of Careers Room	-----	
VI. Overseas studies	Building network with overseas universities	At least 5 sessions of U briefing held during lunch time/ FP	8-10 sessions of U briefing held during lunch time/ FP	
	Helping students of different abilities to apply for U overseas	At least 1 overseas university with high QS ranking deliver a talk/ briefing session to our students.	At least 2 overseas university with high QS ranking deliver a talk/ briefing session to our students. At least 2 overseas university with high QS ranking deliver a talk/ briefing session to our students.	
	Helping ss & Ts on how to process the application documents	At least 1 session on processing application documents held for students planning to study abroad.		

Domains	Task	16-17	17-18	18-19
VII. Training of students and teachers	Career Class Reps	Strengthening the role of Career Class Rep in disseminating and collecting info		Formation of Career Prefect/ Committee
	Career Team	3 years – 2 Ts 20-hr course + 2 Ts EdU 5-week program		
	S3-6 FTs	On JUPAS	On writing reference letters	On multiple pathways
	Supporting FTs	<ul style="list-style-type: none"> • How to complete or process different documents • Templates (Chi/ Eng reference letters) for FTs • Handling some referral cases / dropout for FT or FC 		
VIII. Parent education	Communicating with parents our rationale/ approach and how they can support their child in the pursuit of their dream	Infusion of life planning elements into S.4 Parents Orientation in the beginning of the school year Workshop for S4 parents on personality and choice of career	PTA AGM – on life planning and pursuit of dreams	S1 Parents class

8) 2016-17 IMPLEMENTATION PLAN

Major concern (School Plan #2b) – To advance the practice on life planning for nurturing leadership

Goals	Strategies / Tasks	Target	Date / period of implementation	Success criteria / method of evaluation	Budget/ resources
A. To refine the existing life planning curriculum to address the changing needs of students and society	• Reviewing the existing life planning curriculum (both formal and informal) and identify areas of improvement	-----	7/2016 – 8/ 2016	<ul style="list-style-type: none"> • Completion of a general review of the existing curriculum • A revised LP curriculum plan and goals for all forms, with enhancement in two major areas witnessed. • Feedback from FTs and students on the usefulness of programs/ outing 	
	• Preparation of ‘ Goals and Framework for Life Planning Education for all forms’	-----	7/2016 – 8/ 2016		
	• Collaborating with L&S Department on the life planning component in S2 L&S lessons	S.2 students	3 rd term		
	• Incorporation of life planning elements into form activities a) FP b) Post-exam whole form activity	S.4 students	Whole year 4/7/2017		
	• Mass education through assembly on the topic of ‘work’ / ‘aspiration’	All students	3/11/2016 19/1/2017		\$500
	• Organizing work experience/ attachment activities a) Work simulation experience b) Career Sparkle c) Company visit d) Job shadowing	All S.2 Ss 60 S.4 & S5 S.4 & S.5 Ss S.4 & S.5 Ss	7/4/2017 9/5/2017 TBC 7/2017		\$25,000 \$9,000 EDB BSPP

Goals	Strategies / Tasks	Target	Date / period of implementation	Success criteria / method of evaluation	Budget/ resources
B. To enhance the training of teachers and parents on the major concepts and implementation of life planning education	• Provision of PD sessions for FTs	S.3 – S.6 FC, FTs	9/2016	• Feedback from teachers	
	• Provision of support to teachers on university application and multiple pathways	S.4-6 FTs, AFTs	Whole year		
	• Inviting non-LP / non-S.6 FTs to help students with post-DSE JUPAS choice reprioritization and providing them with the training necessary	All teachers	7/2017		
	• Organizing one parents workshop on personality and aspiration	S.4 parents	24/2/2017	• Feedback from parents	Funding from HAB
C. To enhance the support given to students regarding their life planning through individual counseling, information dissemination and resources management	• Amending the S.6 coaching handbook to better address students' needs	S.6 students	9/2016 – 12/2016	• Feedback from teachers and students on their usefulness and effectiveness	
	• Holding at least 5 overseas university briefing sessions during lunch time, with at least one with a high QS ranking	S.4 – S.6 students	Whole year		\$3,000
	• Enhanced support given to students applying for universities in Taiwan, mainland and UK	S.5, S.6 students	Whole year		
	• Participation in a Life Planning Pilot Scheme for NCS students	NCS students	Whole year		
	• Effective use of various channels for information dissemination	All students & teachers	Whole year	• Launch of the FB page	
	• Establishment of Career Room	All students	10/2016	• Room usage	\$10,000
	• Increasing the collection of books related to aspiration and life planning	All students	Whole year	• An increase of 20% in related library titles	\$5,000

9) SCHEDULE OF ACTIVITIES (Last updated 6/9/16)

Date	Day	Time	Form	Activity	Aims	Venue
13/9/16	Tue	4:15-5:00	S.3-6 (T)	Teacher training – on JUPAS and individual counseling		Conference Room
19/9/16 – 30/11/16		Lunch / after school	6	Individual counseling and gap management	1, 3	Career Room
20/9/16	Tue	3:30-4:30	6	Introduction to S.6 life planning activities and JUPAS application	3	LT
28/9/16	Wed	2:00-3:30	6	JUAPS strategies (II)	1, 3	LT, classrooms
11/10/16	Tue	3:30-4:30	4,5,6	Getting to know more about law, business and health science – admission talk delivered by University of Queensland	2	LT/ 311
11/10/16	Tue	7:30-9:00	4,5,6 (P)		4	LT/ 311
14/10/16	Fri	3:30-4:30	6	Alumni sharing – Landing the University and Faculty you love	1, 2, 3	Hall
17/10/16	Mon	1:00-2:00	4,5,6	UCL’s presentation on UCAS and UCL *	1, 3	LT/ 311
19/10/16	Wed	2:00-3:30	5	JUPAS strategies (I)	1, 3	LT
25/10/16	Tue	3:30-4:30	6	Handling your OEA	3	LT
3/11/16	Thu	1:30-1:55	All	Assembly (I) – on work / aspiration	2	Hall
15/11/16	Tue	3:30-4:30	6	Talk on non-JUPAS programs	1	LT, 311, 109
18/11/16	Fri	7:00-9:00	3	S3 parents night on subject choice (I)	1, 4	Hall
18/11/16	Fri	6:30-8:15	6	S6 parents night	3, 4	LT, 1/F classrooms
7/12/16	Wed	2:00-4:00	6	Interview workshop	1	LT, 1/F classrooms

17/12/16	Sat	9:00-13:00	6	DSE mock release (socio-game)	1, 3	Hall, 2/F classrooms
19/1/17	Thur	1:30-1:55	All	Assembly (II) – on work/ aspiration	2	Hall
20/1/17	Fri	3:30-4:30	3	S3 subject choice consultation session (I)	1	Hall
20/1/17	Fri	7:45 – 9:30	3	S3 parents night on subject choice (II)	1, 4	Hall
24/1/17	Tue	3:30-4:30	3	S3 subject choice consultation session (II)	1	Hall
24/1/17	Tue	3:30-4:30	4	Career Potential Evaluation Analysis (Holland Model Practice) I	1	LT
7/2/17	Tue	3:30-4:30	5	Overseas study talk	1	
14/2/17	Tue	3:30-4:30	4	Career Potential Evaluation Analysis (Holland Model Practice) II	1	Classrooms
24/2/17	Fri	7:45-9:00	4	S.4 Parents Night – on personality and aspiration	4	Hall
28/3/17	Tue	3:30-4:30	4	Introduction to university summer programs	2, 3	Hall
29/3/17	Wed	2:00-4:00	5	AST workshop (I) - learning strategies	1, 3	LT
7/4/17	Fri	9:00-13:00	2	Life Wide Learning Day - Working World	1, 2	Hall
9/5/17	Tue	12:45-4:00	4,5	Career Sparkle - workplace simulation game *	1, 2	St. James
23/5/17	Tue	3:15-4:30	3,4,5	Talk by professionals	1, 2	Hall, LT, 109, classrooms
4/7/17	Tue	9:00-13:00	4	OLE Day – My City	1	Hall
5/7/17	Wed	7:30-9:30	6	DSE release workshop for parents and students	4	Hall
7/7/17	Fri	7:30-9:30	5	AST workshop (II) - parent-child workshop	3, 4	Hall
12/7/17 –			6	DSE release day and individual counseling	3	Hall, classrooms

15/7/17					
7/2017	Post-exam period	4,5	Job shadowing (TBC)	1, 2	-----
Whole year - TBC		3,4,5,6	University/ Company visits (TBC)	1, 2	-----

* *Optional activity – Enrolment needed for students who are interested in taking part.*