

**Tin Shui Wai Government Secondary School
2017-2018**

Proposed Plan for the Utilization of Career and Life Planning Grant (CLP Grant)

Task	Major Area(s) of Concern	Strategies / Tasks	Duration of Time	Resources Required	Success Criteria / Outcomes	Evaluation Methods	Teacher(s) i/c
Planning and organizing careers and life planning programmes	<p>1. To relieve careers guidance teachers' workload on non-teaching duties so that they can concentrate on planning and organizing effective careers and life planning programmes as well as empowering and enhancing the capacity of the teaching staff for life planning education</p> <p>2. To provide support to teachers in careers and life planning programmes</p>	<p>*To employ <u>one</u> full-time Teaching Assistant (Matriculated level) to</p> <p>* assist in organizing careers and life planning programmes for students</p> <p>* assist in clerical work related to careers and life planning education</p> <p>*go on visits and outings with students for careers-related experiences</p>	September 2017 to August 2018	Total salary of <u>one</u> Teaching Assistant (Matriculated level) (incl. 5% MPF) for 4 months: \$59,388.00	Teachers responsible for careers and life planning education find that they can provide careers and life planning programmes for students of all levels with the help of the teaching assistant.	1. Opinions of teachers responsible for careers and life planning education and the other teaching staff concerned.	LAU Mui-hon

Objectives	Tentative Programmes	Target Students	Estimated Number of Students Involved	Success Criteria	Evaluation Methods	Estimated Cost
To enhance students' awareness of different articulation pathways for further education and equip them with essential skills for admissions interviews of universities and tertiary institutions	Mock Admissions Interviews arranged by St. Matthias' Integrated Services	S6	All students in S6 take part in the admissions interviews by St. Matthias' Integrated Services.	70% of the participants agree that the programme organized has achieved the objectives stated in the evaluation survey	1. Questionnaires collected from students 2. Teachers' observation of students' performance in the programme	\$10,000
To gain a better understanding of the world of work	School-based Careers Expo 2016, Disney Foundations for Careers Success-- Disney School, Disney's Hospitality and Practices, CRE and job experience programmes and visits to Workplaces	S4 – S6	Students in S4 –S6	70% of the participants agree that the programme organized has achieved the objectives stated in the evaluation survey	1. Questionnaires collected from students 2. Teachers' observation of students' performance in the programme	\$15,000

Objectives	Tentative Programmes	Target Students	Estimated Number of Students Involved	Success Criteria	Evaluation Methods	Estimated Cost
To prepare students to make informed and responsible decisions concerning the study of selective subjects in S4	Careers Education Camp	S3	All students in S3	70% of the participants agree that the programme organized has achieved the objectives stated in the evaluation survey	1. Observation of students' performance in the programme 2. Reflection articles collected from students	\$25,000
Total:						\$109,388

- The deficit (\$9,388.00) will be paid by the surplus of Careers Life Planning Grant (Balance as at 31.8.2017 : \$36,423.50)