

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 : 15-16

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 and a clerical staff 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 performance of the new teacher and clerical staff attains 'Satisfactory level' or above in his record of staff appraisal</p>	<p>HK \$321,363 (new teacher) HK \$100,000 (new clerical staff)</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>Mock Exam Release of HKDSE for F5 students</p>	<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 (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 (Senior Form) is used as the teaching tools for career education in Senior Forms</p>	<p>Review and evaluate the effectiveness of the teaching tools in the meeting with class teachers.</p> <p>90% of F4 students submit their work.</p>	<p>HK \$14,000 (Printing fee)</p>

Equip students with skills for interviews for JUPAS application	Interview Workshop / Career Talk for students	80% of participants agree that they acquire the essential skills for JUPAS interview	HK \$10,000
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 sessions 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 \$495,363

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 Supervisor

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