

S.K.H. St. Joseph's Primary School
Year Plan for English 2020-2021

1. Aims

- 1.1 To provide every student of English with further opportunities for extending their knowledge and experience of the cultures of other people as well as opportunities for personal and intellectual development, further studies, pleasure and work in the English medium;
- 1.2 To enable every student to prepare for the changing socio-economic demands resulting from advances in information technology; these demands include the interpretation, use and production of materials for pleasure, study and work in the English medium.

2. Present Situation

2.1 Strengths

- 2.1.1 There is full support from the school board, the Principal, the Vice-Principal, the NET and curriculum leaders.
- 2.1.2 Teachers' Professional Development has been cultivated by the external support from EDB's School-based Curriculum Development (Primary) Section and the school curriculum leaders.
- 2.1.3 The culture of peer observation and sharing of teaching ideas and methodologies has been cultivated. Teachers are very willing to learn and adopt new teaching methodologies.
- 2.1.4 New teachers are open-minded and innovative. They bring in new teaching methodologies.

2.2 Weaknesses

- 2.2.1 Students' decoding ability is not strong that hinders their reading comprehension.
- 2.2.2 Students lack vocabulary that affects their reading and writing performance.
- 2.2.3 The less-able students were not so motivated to learn English.

3. Objectives of the year:

Items	Objectives / Targets	Remarks
1.	To strengthen the connection between the curriculum, learning, teaching and assessment by means of developing 3-phase Scheme of works, formative assessment and summative assessment so as to arouse students' learning motivation, collect evidence of learning outcomes and improve the learning and teaching effectiveness.	Relating to the focus of objectives of the school development plan 1.2,1.3,1.4
2.	To enhance teachers' professionalism in nurturing students' ability and confidence in self-directed learning.	Relating to the focus of objectives of the school development plan 1.1

4. Strategies in accordance with the objectives of the year:

Objectives	Strategies	Performance Index	Assessment Method	Time schedule	Person(s) In-charge	Resources
1	<ul style="list-style-type: none"> To develop a 3-phase Scheme of works which indicates the number of periods to cover the core learning and teaching (L&T) items and the related assessments. 	Most teachers agree 3-phase Scheme of works is more efficient in designing the teaching and learning items	Panel meeting	9/2020 -7/2021	English panel chairperson	Minutes
	<ul style="list-style-type: none"> To adapt the existing curriculum, integrate school-based L&T materials, formative assessment, pre- and post-tests in reading and 	Most teachers arrange appropriate assessments to diagnose learning outcomes and address to students'	Sharing on the L&T materials and assessments and evaluation on the effectiveness of the assessments	12/2020-6/2021	All English teachers	Lesson observations Video recording

Objectives	Strategies	Performance Index	Assessment Method	Time schedule	Person(s) In-charge	Resources
	<p>writing skills to gauge students' standards and meet the learning needs of the students.</p> <ul style="list-style-type: none"> •To design at least one graded reading and writing task with the use of MS Teams or apps to cater for learners' diversity and enhance their learning effectiveness. •To design a vocabulary building activity in each module to expand their vocabulary bank •To design a school-based Phonics Booklet (PB) to teach or consolidate P1-3 students' phonics and decoding ability so as to 	<p>needs.</p> <p>80% of teachers grasp the concept of graded reading and writing tasks and design appropriately.</p> <p>70% of students complete the tasks with good performance.</p> <p>Most students will refer to their own vocabulary bank in their writing task</p> <p>70% of P1-3 students can pass the final assessment set at the end of the booklet.</p>	<p>Lesson observations</p> <p>Evaluation of the graded reading and writing tasks</p> <p>Students' reading and writing assignment</p> <p>Lesson observation</p> <p>Teachers' observation</p> <p>Sharing of Module Booklet</p> <p>Result of final assessment</p>	<p>10/2020 -6/2021</p> <p>10/2020-6/2021</p>	<p>P1-3 English teachers</p>	<p>Co-planning meetings</p> <p>Apps</p> <p>Module booklet</p> <p>Phonics Booklets</p>

Objectives	Strategies	Performance Index	Assessment Method	Time schedule	Person(s) In-charge	Resources
	<p>improve their reading comprehension. Levelling-up system is set to promote self-directed learning.</p> <ul style="list-style-type: none"> •To implement ‘Bring Your Own Device’ (BYOD) policy to arouse students’ motivation, enhance the effectiveness of learning and teaching as well as students’ ability in self-directed learning. 	<p>70% of P1-3 students are willing to read unfamiliar words by using this decoding skill.</p> <p>Over 70% students participate in the learning activities on average.</p>	<p>Teachers’ observation</p> <p>Lesson observation Teachers’ observation</p>	<p>10/2020-7/2021</p>		<p>Ipads</p>

Objectives	Strategies	Performance Index	Assessment Method	Time schedule	Person(s) In-charge	Resources
2	<ul style="list-style-type: none"> To organize workshops on guided reading, phonics, formative assessment, design of graded worksheets to enhance teachers' professionalism. To organize a briefing session for teachers about the concept of Levelling-up system in phonics program so that they can help promote students' self-directed learning ability. 	<p>90% teachers are able to set graded worksheets and integrate formative assessments with learning and teaching</p> <p>Over 90% teachers understand the concept of this program</p> <p>70% of P1-3 students show confidence in reading words.</p>	<p>Teachers' questionnaires</p> <p>Teachers' questionnaires</p> <p>Lesson observation</p>	9/2020-7/2021	<p>English Panel Chairperson</p> <p>English Teachers</p>	

5. Conventional practice

Items	Strategies	Target level(s)
5.1 Quizzes	Students practice the target languages once per module	P.1 - P.6
5.2 Reading aloud	Students read aloud text/poem/song before the lessons	P.1 - P.6
5.3 Prepare one e-learning materials and assessment per module	All learning and teaching materials, including e-learning materials and assessments, graded worksheets, notes should be checked by Panel Chairperson before printing	P.1 – P.6

5.4 Reading extensively	Assign online or printed readers for students to read at weekends, such HR, online reading.	P1-6
5.5 English Day	Teachers speak in English on Thursdays	P1-6

6. Schedule Plan

Items	Programs	Time Schedule	Person-in-charge	Remarks
1.	Weather Report	Whole school year	Priscilla, Gareth, All English teachers	
2.	Time for English	Whole school year	Gareth	
3.	Drama Training	Whole school year	To be confirmed	
4.	Solo-verse speaking	Sept-Dec, 2020	All English teachers	
5.	English Penmanship Competition	Oct, 2020	Eric, All English teachers	
6.	P.6 Interview skill training	Sept-Jan, 2021	Priscilla, Gareth, P6 English teachers	
7.	Homework Checking	Nov-Dec, 2020 ,Mar-Apr, June, 2021	All English teachers	
8.	Lesson observations	Oct-Nov, 2020– Mar-May, 2021	Priscilla	
9.	Nearpod, Kahoot and other e-learning materials (@1/module)	Oct-June, 2021	All English teachers	
10.	Online reading programme	Whole school year	Leo, All English teachers	
11.	Joint School Singapore Exchange programs	March 2021	Priscilla, teacher	
12.	English Day	Oct-May, 2021	Priscilla, Leo and all teachers	
13.	English Ambassadors training & duty arrangement	Oct-May, 2021	Eric, Clare	

14.	English Week	Mid-Dec, 2020	Priscilla, Eric and all English teachers	
15.	Learning in Action Seminar, Sharings in Professional Development (SBSS)	7 th November, 2020	Priscilla, Mandy, Leo, Eric	
16.	Language Rich environment	Sept-June, 2021	Gareth, Eric	
17.	Workshops	August, early September, November, March	Priscilla, Gareth, Ms Law	

Regular Grant

Item	Description	Approved Budget	Estimated Expenditure	Actual Expenditure	Remarks
School Funding		\$14,400.00			
1. Purchase of books	Books for P1-6 ERS, IR, HR, Battle of Books		\$2,400.00		
	Books for Battle of Books		\$1,000.00		
2. Gifts	English Ambassadors		\$200.00		
	English Thursdays		\$200.00		
3. Teaching Aids	Board games		\$300.00		
4. Miscellaneous/Stationery	Stationery, ribbons		\$150.00		
	Badges, files		\$150.00		
5. Professional Development	Two workshops on Reading and Writing		\$10,000.00		
Total:		\$14,400.00	\$14,400.00	\$0	

School-based Materials Fee

Item	Descriptions	No. of participants	Estimated Income	Estimated Expenditure	Actual Expenditure	Remarks
Online reading Platform	Online Reading Platform (P1-6, @\$46)	381	\$17,526.00	\$17,520.00		
Guided Reading	Name tag (P1-3, @\$2.8)	191	\$534.80	\$534.80		
Guided Reading (Experiential lesson)	Sandwich making (P3, @\$7)	66	\$462.00	\$462.00		

		Total:	\$18,522.80	\$18,516.80		
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Life-Wide Learning Grant

Item	Description	Approved Funding	Estimated Expenditure	Actual Expenditure	Remarks
Funding		\$55,000.00			
1. English Week	Gifts		\$2,200.00		
	Drama Performance		\$10,000.00		
	Stall set-up		\$800.00		
2. Singapore Study Tour	Tour Fee for teachers		\$14,000.00		
	Subsidy for students' tour fee (10 students, @\$1000)		\$10,000.00		
3. English Drama	Tutor fee 、 Props 、 Costumes 、 Make up and cosmetics		\$10,000.00		
4. Elite English Class	Subsidy for students' course fee (10-20 students)		\$8,000.00		
Total:		\$55,000.00	\$55,000.00	\$0	

8. Programme Team

Panel Chairperson : Ms Sit Lam-ni (Priscilla)

Vice Panel Chairperson: Mr Chan Ming-Ngo (Leo), Mr Chan Chu Hong (Eric)

Team Members: Ms Sung Man-yue (Mandy), Ms Mo Lai Sheung (Maria), Mr Leung Tsz Hei (Gavin),
Ms Wong Kin Ming (Clare), Ms Chow Shui Sim (Evan), Ms Ho Kwai Yuk (Sera), Mr Gareth