

DELIA MEMORIAL SCHOOL (BROADWAY)

Guidance Team 2004 – 2005 Year Plan



Team Leader: Mr. Kot K C
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Our Group Photo

Delia Memorial School (Broadway)

2004-2005 Year Plan

Since our school has admitted a lot of South Asia students, school guidance policy and approach should be adjusted and multi-cultural guidance will be our objectives, which must be fit the needs of students. We help them adapt and integrate into Hong Kong society so as to attain multi-cultures union. Students with different cultures have different needs. We would like to help them solve communication hindrance to local people and understand and respect local cultures. We also encourage them to interflow with local people. Therefore, we provide a series of adaptation programs and volunteer services so as to fulfil their needs and increase sense of belonging to the society. From the result of APASO, we find that their “social integration” is not good. We will focus on it and peers mediation is also our important trial this year.

Moreover, we should help whole-person development of students, so we also arrange different guidance programs such as S1 Understanding Adolescence Project (Enhance student’s resilience), Drugs Education, Sex Education, Civic & Moral Education, ICAC Workshops, Health Education, New Student Orientation, Group Counselling, Careers Guidance, Volunteer Services, Leadership Training, Student Appreciation Project, Scholarships, Adventure based counselling ABC, etc.. For fully utilizing community resources, we will still cooperate to “The Boy’ and Girls’ Club Association of Hong Kong”, “Department of Health”, “PS33”, and “Kely Support Group”, Government Departments .

We arrange our guidance works in four categories as follows and the documents will almost be written in English:

A. Administration

(1) Seminars and workshops

We hope that each member can attain at least one in the guidance field. Team members can apply through EMB services or assigned by the Team Leader.

(2) Staff Development Day – We will invite Health Department to hold three workshops such as “student suicide”, “student drugs abuse”, and “stress management” in October and January. Moreover, we will also organize team-building games and relaxation course to teachers.

(3) Citisuccess Fund Project – “Volunteers Sans Frontier”

\$15000 fund will be used to organised voluntary services of the year and which will be included in the year activities.

- (4) Assessment of student attitudes – We will conduct the surveys of “attitude to school”, “self-concept’, and “value” in March in order to collect all data from all forms.
- (5) Study handbooks – Carry on
- (6) Careers Quiz – Carry on
- (7) JUPAS – We assist S7 class teachers to help students to apply JUPAS and provide school recommendations to each student.
- (8) Linkage to NGO
- (9) Maintain activities in School Homepage

B. Preventive Programs

(1) S1 Understanding Adolescence Project – This project is sponsored by Social Welfare Department and it aims to enhance S1 student’s resilience. The project is mainly organised by school social worker and our guidance teachers assist him if necessary. We have involved in identification of needed students, camping, outing and some workshops. Budgets will be reduced, so we have to pay attention about the expenses.

(2) Drugs Education – We will organise small group workshops for the high-risk students by PS33. For whole school, we would like to introduce general knowledge to arouse their attention to the danger of drugs by Kely Support Group.

(3) Sex Education – For Chinese students, Health Department will hold workshops for them in November. For Non-Chinese students, Kely Support Group will handle in October. Small group workshops are recommended.

(4) Civic & Moral Education

- (i) Anti-bullying programs – For Non-Chinese students, Kely Support Group will hold assembly in October. Peer mediators will be also introduced.
 - (ii) ICAC Workshops – We have arranged two workshops, one for S6 and one assembly for S4 classes in November.
 - (iii) Racial equality – We will arrange a workshop held by Government Secretariat Home Affairs Bureau to S1-S2 and S6 Chinese students in October.
- (4) Health Education – For Chinese students, Health Department will hold two workshops (Nutrition in November, and Stress Management in December). For Non-Chinese students, Kely Support Group will hold workshop about “Body Image” in December. Programs are based on class.
- (5) New Student Orientation – It will be held in August for S1 in. For S6, it is taken place by camping.
- (6) Group Counseling – Kely Support Group and school social worker will organize.

C. Developing Programs

- (1) Careers Guidance
 - (i) In October, we will arrange a JUPAS talk to S7 students.
 - (ii) In February, we will invite IVY to give a talk to S5 and S7 students.
 - (iii) We will arrange talks about Careers Talk for Non-Chinese Students in January.
 - (iv) We will arrange talks about Job seeking, job safety & employee’s right in June.
- (2) Volunteer Services
 - (i) Flag sale – Maximum Five times of flag sale will be done. We will help the NGO with good relationship to us first, the then to those we do not help them before, and then to those are small organisation.
 - (ii) Visit according to the project “Volunteers Sans Frontier”.
 - (iii) Game stall – We join the “Friends Unlimited Carnival 2005” by Unison

HK and our school social workers' Carnival in December. We will join Mei Foo Sun Chuen Carnival by Mei Foo Management Office in order to keep good relationship to them.

(3) Leadership Training – Three training will be done. One for S6 will be held in August and S3 Non-Chinese students “Youth Leadership Project” will be done by ECA Team.

(4) Student Appreciation Project – It will be carry on but the prize and nomination method should be changed.

(5) Scholarships –

- (i) Sir Edward Youde Memorial Prizes for S5 and S7 students who are good at academics;
- (ii) The best improved student awards of Lion & Globe Educational Trust and Yan Cha Hospital for junior students;
- (iii) Harmony Scholarship of Government Secretariat Home Affairs Bureau for two most outstanding students who are good at all aspects.

(6) Adventure based counselling – Upon request.

(7) Parents' Day

D. Compensation Programs

(1) Financial Problem of students – We provide “Student Emergency Fund” sponsored by School Directors.

(2) Individual's counselling – At least five cases in a year with written records.

Memorandum of Guidance Programs

Date	Person in-charge	Event	Details	Budget
18/8/04	Kot	S6 Orientation	In Camp	
24/8/04	Kot	S1 Orientation	In Hall	
9/04	Cheung/Ma	Volunteers Sans Frontier	Recruitment of Volunteers by Promotion through Video / Poster / Internet / Class visit	\$100
9/04	Cheung/Ma	Volunteers Sans Frontier	Beach Cleaning	
9/04	Kot	JUPAS Briefing	Introduction of course and Web application. Writing recommendations.	
9/04	Mr. Ip	UAP	Assessment	
10/04	Cheung/Ma	Volunteers Sans Frontier	Volunteers Training Camp	
10/04	Kot	Careers Ed.	Careers Quiz by Labour Dept.	
10/04	Mr. Ip	Civic / Moral Ed.	Anti-bullying by Kelly Support Group	
25/10/04	Kot	Racial Equality Workshop S6	Government Secretariat Home Affairs Bureau	
26/10/04	Kot	Racial Equality Workshop S1-S2	Government Secretariat Home Affairs Bureau	
27/10/04	Kot	Staff Development Day (2:00 – 3:30)	Student Drugs Abuse by Health Dept.	
2/11/04	Kot	Health Ed.	S3-S4 Chinese Ss: Nutrition by Health Dept	
11/04	Cheung/Ma	Volunteers Sans Frontier	Visit Elderly Centre	
17/11/04	Kot	Staff Development Day (2:00 – 3:00)	Student Suicide by Health Dept.	
11/04	Cheung/Ma	Volunteers Sans Frontier	Visit Child Centre	
11/04	Kot	Drugs Ed.	Assembly for whole school	

11/04	Kot	Drugs Ed.	High risks Ss by PS33	
26/11/04	Kot	Sex Ed.	S4-S5 Chinese Ss: Sexual harassment	
7/12/04	Kot	Health Ed.	S5-S6 Chinese Ss: Stress Management by Health Dept.	
12/04		Games Stall	Unison	
12/04		Carnival	Social Worker	
12/04	Cheung/Ma	Volunteers Sans Frontier	Visit physically challenge people centre	
19/1/04	Kot	Staff Development Day (PM)	Stress Management by Health Dept.	
01/05	Kot	Careers	For NC	
2/05	Cheung/Ma	Volunteers Sans Frontier	Voluntary Sale in Parents Day	
02/05	Kot	Study	IVY Talk	
3/05	Cheung/Ma	Volunteers Sans Frontier	Picnic with Child Centre Children to Peak	
3/05	Kot	Survey	Attitudes / self-concept / values by APASO	
4/05	Cheung/Ma	Volunteers Sans Frontier	TST walks with physically challenge people	
8/3/05	Kot	Civic / Moral Ed.	S4 & S6 anti-corruption by ICAC	
06/05	Kot	Careers	Job seeking, job safety, employee' right	

07/05	Kot	Scholarships	Best improved Ss	
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