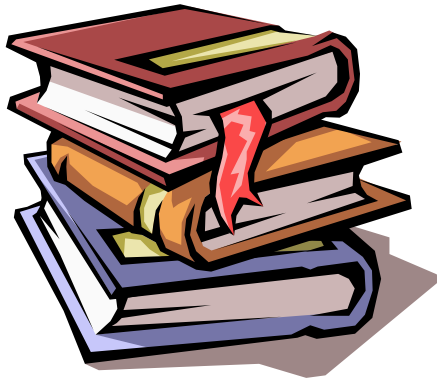


**Delia Memorial School
(Broadway)**

**Annual School Plan
(Staff Development)
2004/2005**

Delia Memorial School (Broadway)



School Vision & Mission

To promote professional development and quality teaching which, in turns, improve teachers' practice and hence resulting in the betterment of students' learning process.

Delia Memorial School (Broadway)

Annual School Plan

2004/2005

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1. Major Concern: To strengthen staff appraisal in school

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> • Class observation should be conducted every year. Peer observation is strongly encouraged by the school to develop an atmosphere where teachers can learn their strengths from each other. • Heads of panels and committees are encouraged to assist and support their team members in various aspects 	<ul style="list-style-type: none"> • from 9/2004 	<ul style="list-style-type: none"> • Teachers' teaching achieves excellent level as stated by the performance indicator 2.3 strategies and skills. • Students learn effectively during lessons. 	<ul style="list-style-type: none"> • Lesson observation form • Peer lesson observation report 	<ul style="list-style-type: none"> • Academic Committee • School Administrators 	<ul style="list-style-type: none"> • At least two free lessons are necessary for teachers participating in the peer observation as they need a lot of time for pre-lesson conference and post-lesson conference.

2. Major Concern: To promote professional development in school

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To promote staff development in school 	<ul style="list-style-type: none"> 2004 - 2007 	<ul style="list-style-type: none"> The pursuit of 150 hours of continuous professional development as an indicative target for teachers and schools to work towards during the "try-out period". The 150 hours of CPD should include time spent on structured learning and other professional development activities that contribute to school development. 	<ul style="list-style-type: none"> Participation in seminars / workshops / training and other professional courses Teacher Attendance on the above mentioned 	<ul style="list-style-type: none"> Academic Committee School Administrator 	<ul style="list-style-type: none"> NA

3. **Major Concern:** To enhance students' project learning through the co-operation and communication of teachers of different subjects

Strategies / Tasks	Time Scale	Success Criteria	Methods of Evaluation	People Responsible	Resources Required
<ul style="list-style-type: none"> To enhance students' project learning through the co-operation and communication of teachers of different subjects 	<ul style="list-style-type: none"> 11 / 2004 - 2 / 2005 	<ul style="list-style-type: none"> Students will be able to learn across the curriculum. Students will be able to learn the 9 different generic skills including collaboration, communication, creativity, critical thinking, IT, problem-solving, numeracy, study and self-management skills. Better co-operation and communication will be found among teachers of different subjects. Projects will be displayed on Parents-Teachers Interview Day. 	<ul style="list-style-type: none"> Teachers' feedback The voting of parents for the best projects on PTI day 	<ul style="list-style-type: none"> Administrators 	<ul style="list-style-type: none"> Administrative support may be required.

* 'Cascading effect' is realized through alignment of development planning at school, department and committee levels