

Annual Plan

Annual Plan For S2

There are two main goals for S2 in the coming year. We will focus on the academic and disciplinary areas and the followings are some suggestions.

Academic area:

- A good study atmosphere should be established in the classroom.
- Class teachers should make good use of the class teacher periods.
- Class teachers have to collect students' homework during the first class teacher period everyday to make sure students hand in their homework and have them done at home.
- For students who are in conditional promote, teachers should encourage them to attend HGL at least once or twice a week. Teachers need to really push this as a positive thing and let students sign up on the dates of their choice.

Disciplinary area:

Morning Assembly

- Class teachers should arrive the hall on time and help to keep the discipline.
- Do not allow students into their classrooms before the assembly
- Students who arrive late should line up in a special line and punishment should be given for repeat offenders.

Lunch Time

- Class teachers should encourage students stay in the classroom and have their lunch.
- Go over the rules of being back to class for afternoon attendance on time at the first bell of 12:25 pm.

Other Areas

- Class teachers have the responsibility to maintain the punctuality and attendance of the students in class.
- Students should go back to the classroom on time and should not hang around in the corridor after recess.
- Class teachers should check and sign students' homework diary everyday.
- A close relationship should be maintained between class teachers and parents.
- Class teachers should make good use of the class teacher periods.
- Class teachers should ask students to clean up the classroom in the second class teacher period.
- Those students who have behavioral problems and those who need guidance should meet the form masters regularly.

- Activities can be arranged to maintain class unity / form unity and create a sense of belonging to the school.
- Ensure students use the public facilities properly, for example: the toilets.