

**Shau Kei Wan Government Secondary School**  
**Work Plan on Life Planning Education and Career Guidance Service 2015-16**

Objectives	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
<p>1. To help students understand their own interests, abilities and aspirations and prepare them for careers development</p>	<ul style="list-style-type: none"> <li>- The Career and Life Planning Team to plan and design a school-based career education curriculum according to the developmental needs of students at different levels.</li>   <li>Examples of different learning foci are <i>self understanding</i>, <i>goal setting</i> and <i>career exploration</i> in junior levels, <i>career planning</i> and <i>management</i> in senior levels.</li>   <li>The curriculum can be delivered in the form of mass programmes, class teacher's periods, visits, experience sharing and workshops etc.</li>   <li>- The Career and Life Planning Team to work in collaboration with subject departments to support students to link study opportunities and career choice</li> </ul>	<ul style="list-style-type: none"> <li>- Feedback/ Observation from Careers Teachers and Class Teachers</li>   <li>- Students' participation</li>   <li>- Post-programme reflection and survey from teachers, students and supporting outside bodies</li> </ul>	<ul style="list-style-type: none"> <li>- Hiring <i>one</i> temporary CM teacher to create room and space for the Careers Guidance Team to implement life planning programmes:   <b>67%</b> of the CLP Grant            \$ 346,805            [(\$28,255) × 12 months = \$ 339,060]</li>   <li>- Hiring <i>one half</i> of a temporary Teaching Assistant to provide administrative support and assistance for careers-related learning activities and programmes organised by the Careers Guidance Team:   <b>16%</b> of the CLP Grant            \$ 82,819            [(\$6,895) × 12 months = \$ 82,740]</li> </ul>

Objectives	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
	<ul style="list-style-type: none"> <li>- The Career and Life Planning Team to facilitate individual student planning and provide career guidance / responsive service by individual counselling / group counselling sessions during lunchtime, LWL periods and / or after school</li> </ul>		<ul style="list-style-type: none"> <li>- Buying student resource tools / package and service from different working partners to support school-based career and life planning curriculum:  <b>5%</b> of the CLP Grant \$ 25,881</li> </ul>
<p>2. To increase students' exposure to the working world and promote their awareness of values and qualities essential for future success</p>	<ul style="list-style-type: none"> <li>- To arrange / collaborate different careers-related learning activities in and beyond classrooms with different working partners, such as functional teams, alumni, community organisations and / or institutes for further studies</li> <li>- To organise workshops and programmes to equip students with soft work skills necessary for future success e.g. communication and presentation skills or interviewing skills</li> </ul>	<ul style="list-style-type: none"> <li>- Post-activity / workshop reflection and survey from students</li> <li>- Feedback from organisers and teachers</li> <li>- Discussion with students, supporting outside bodies and teachers-in-charge of the activity</li> </ul>	<ul style="list-style-type: none"> <li>- Buying service from different working partners to enrich careers-related learning activities in and beyond classrooms:  <b>12%</b> of the CLP Grant \$ 62,114</li> </ul>
<b>Total</b>			<b>\$ 517,620</b>

**Proposed programmes funded by the Career and Life Planning Grant (updated on 29 October 2015):**

**Proposed Estimate: \$80,000**

<b>Targets</b>	<b>Objectives</b>	<b>Proposed Programmes</b>
S1	Self Understanding Careers exploration	DREAM – A Shared Dream
S2	Self Understanding Careers exploration	My Path
S3	Self Understanding Careers exploration	My Type
		<i>Finding your Colours of Life</i>
		Multi-media Drama Training Workshops
S4	Career Planning	Talk on Multiple Pathways
S5	Careers exploration Career Planning	<i>Career Live: Life Simulation Game</i>
		<i>Career Mapping</i>
S6	Career Planning	JUPAS Talk
		Personal Statement Writing Workshop
		Interview Preparation Workshop
Parents	Support the parental role in Life Planning	Parent Talk