

Work Plan on Life Planning Education and Career Guidance Service (2014-15)

Objectives	Targeted group	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
To set goals in order to prepare for actualizing one's potential	S1 - S6 students	1. Mentorship Program <ul style="list-style-type: none"> • Students and teachers are paired up such that a teacher will lead a group of 8 - 10 students. • Regular meetings are required and the topics are set by the Counseling Team. • Some of the topics are related to setting goals in their career • Appropriate guidance will be provided by the teachers to help students set the goals and achieve the goals throughout the year. • Extra care will be given to S6 student in order to assist them in the applications and planning for further studies and future career 	<ul style="list-style-type: none"> - The feedback form of the students - Teachers' observation over students' performances in the meetings 	<ul style="list-style-type: none"> - Extra manpower to assist the Team's activities
To provide appropriate support to the students with SEN	S1 - S6 SEN students	1. One-to-one Mentorship Program <ul style="list-style-type: none"> • Establish contact with parents to understand more on the abilities of the students • Provide resources about what they can do after graduation • Introduce the Applied Learning Courses • Provide adequate preparation for the students in order to cope with the transition from school to work 	<ul style="list-style-type: none"> - The feedback from the students and the parents - Contact record with parents 	<ul style="list-style-type: none"> - Outsource service provider in giving individual guidance to the students

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To provide teachers with career-guidance training	Teachers	1. Professional teacher development courses	- The feedback from the teachers	- Nil
To build up students' habit of reflection on OLE	S1 – S6 students	1. Feedback form: <ul style="list-style-type: none"> • Will be given to students once in two months • Students are required to reflect on the activities that they have joined • The forms will be kept by the school and returned to students for writing the Self-Account in the SLP 	- Regular checks on students' submission of reflection	- Nil
To provide guidance on elective subject selections for S3 students	S2 – S3 students	1. Elective Subject Selection Booth <ul style="list-style-type: none"> • In April 2015, the Career Team and the Academic Board will work together to introduce the elective subjects and help students to choose the elective subjects. • Social workers will also give a talk on understanding their career / academic aspirations by using the aptitude tests. • HoDs of Elective subjects will set booth and give information. • Current S4 - S5 students will be invited to help with the introduction. 	- Teacher's observation - Feedback form from students	- Nil

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To integrate learning experiences about work	S6 students	1. Business-School Partnership Programme (BSPP): <ul style="list-style-type: none"> • The Career Team will introduce the programme to other elective subject teachers 	- The feedback from the students - The performances of the students from feedback form	- Nil
		1. Visits to various institutions and companies: <ul style="list-style-type: none"> • Hotel ICON: T&H students will go to visit Hotel ICON 	- The feedback from the students - The performances of the students from feedback form	- Nil
		1. ENGAGE Program	- The feedback from the students - The performances of the students from feedback form	- Nil
		1. Mock job interviews and resume writing workshop and mock release day	- Teachers' observation	- Nil
		1. Talks related to further studies	- Feedback Form form students	- Nil