

Work Plan on Life Planning Education and Career Guidance Service 2019-20

Name of School: Chan Sui Ki (La Salle) College

School Year: 2019-2020

Objective	Strategies	Monitoring / Evaluation	Allocation of the CLP Grant
1. To enhance the capacity of career teachers for life-planning education and career guidance	To employ a contract teacher to relieve the workload of the three-member task force responsible for life-planning education and career guidance	Successful delivery of the enriched life-planning education and career guidance service Feedback from the task force on division of work	Employment of a contract teacher HK\$479,880
2. To enrich life-planning education and career guidance service	2.1 To acquire services to cater to career guidance needs of students at all levels 2.2 To support career-related activities organised by the school's Career Counselling Section and its stakeholders	Feedbacks from participants Opinions of various stakeholders	Delivery of life-planning and career guidance service HK\$195,000 (See Appendix)

Appendix

Chan Sui Ki (La Salle) College --- Career and Life-Planning Grant 2019-2020

The plan is characterized by four features namely,

- (a) Developmental – from S1 – S6 with themes based on students’ needs at various stages
- (b) School-wide – not limited to career teachers, involving various school personnel and stakeholders
- (c) Diversified – from mass talks, small-group activities to individual counselling
- (d) Reflective – Students are expected to formulate, reflect on and adjust their own career plan accordingly

The theme of each form is as follows:

S1 – self-understanding

S2 – self-management

S3 – self-searching

S4 – career aspiration

S5 – career exploration

S6 – career navigation

Estimated cost of running all activities: ~ \$195,000.

Activities Details

Secondary 1 Life Planning activities – Self-understanding

Level / Details	Fee	Budget	Organiser	Teach-in-charge
Making of time capsule 2 nd term	Material	\$1,000	Self	Mr. W.K. Wong
	Total	\$1,000		

Secondary 2 Life Planning activities – Self-management

Level / Details	Fee	Budget	Organiser	Teach-in-charge
Career Lesson focusing on Goal, Value and Stress 23/10/2019 2:30pm – 3:10pm (CL)	Free-of-charge	\$0	-	Mr. W.K. Wong
Workshops on Self-management 21/2/2020 and 2/3/2020 2:30pm – 3:45pm (CL)	\$1600 x 4 classes x 2 days	\$12,800	HKFYG	Mr. W.H. Lam
Talk about Money Management 4/5/2020 2:30pm – 3:45pm (Hall)	free-of-charge	\$0	HKICPA	Mr. W.H. Lam
	Total	\$12,800		

Secondary 3 Life Planning activities – Self Searching

Level / Details	Fee	Budget	Organiser	Teach-in-charge
Career Lesson – Key to the world of works 23/10/2019 & 7/11/2019 2:30pm – 3:10pm (CL)	--	\$0	Self	Ms. K.M. Chiu Mr. W.K. Wong
Building Your Character - Building Your Future (First term)	--	\$0	Art Department	Mr. W.K. Wong Ms. Mak Tse
Workshop on self-searching 11/2/2020 2:30pm – 3:45pm (CL)	\$1600 x 4 classes	\$6,400	HKFYG	Ms. W.S. Tong
Talk on NSS curriculum 21/2/2020 and 2/3/2020 2:30pm – 3:45pm (Hall)	--	\$0	Self	Mr. W.K. Wong
Talk on streaming 22/4/2020 2:30pm – 3:45pm (Hall)	--	\$0	Self	Mr. W.K. Wong
		Total		
		\$6400		

Secondary 4 Life Planning activities – Career Aspiration

Level / Details	Fee	Budget	Organiser	Teach-in-charge
Visiting Y.E.S. in Mong Kok 30/9/2019, 18/10/2019 & 7/4/2020 3:20pm – 6:00pm	Free-of-charge	\$0	Y.E.S. (Labour Department)	Ms. W.S. Tong
Career Mapping 8/10/2019, 24/10/2018 2:30pm – 3:10pm (CL)	Material: \$3800 Delivery: \$200	\$4,000	Self	Ms. W.S. Tong
Visiting Career and Education Expo 8/2/2020	Free-of-charge	\$0	HKTDC	Mr. W.H. Lam
Workshops on Career Aspiration – My Value 23/4/2020 & 5/5/2019 2:30pm – 3:45pm (CL)	\$1,600 x 4 classes x 2 days	\$12,800	HKFYG	Ms. W.S. Tong
Work Place Visit 14/5/2020 2:30pm -3:45pm (Hall) 22/5/2020 1:10pm -3:45pm (Work place)	\$2,200 (Hall Section) \$1,600 x 7 groups (Visit) \$5,000 (coach)	\$18,400	HKFYG	Ms. W.S. Tong
Career Programme for S4 1/9/2019 – 7/4/2020	--	\$0	Self	Mr. W.H. Lam
Group Consultation Jan 2020 – May 2020	--	\$0	Self	Mr. W.K. Wong Mr. W.H. Lam Ms. W.S. Tong
	Total	\$35,200		

Secondary 5 Life Planning activities – Career Exploration

Level / Details	Fee	Budget	Organiser	Teach-in-charge
Workshops on Career Exploration 8/10/2019, 24/10/2019, 8/11/2019 & 19/11/2019 2:30pm – 3:45pm (CL)	\$1,600 x 4 classes x 4 days	\$25,600	HKFYG	Mr. W.H. Lam
Workshop (Interviewing old boys) 9/11/2019 1:30pm – 4:30pm (Hall)	\$1,600 x 4 classes	\$6,400	HKFYG	Mr. W.H. Lam
Career talk on Qualification framework 27/11/2019 2:30pm – 3:45pm (CL)	--	\$0	Self	Mr. W.K. Wong
Individual Consultation October, 2019 – May, 2020	\$750 x 12 students x 6 times	\$54,000	HKFYG	Mr. W.K. Wong
Mentorship Programme 26/6/2019 10:00am – 12:00pm	--	\$1,000	Self	Mr. W.K. Wong
	Total	\$87,000		

Secondary 6 Life Planning activities – Career Navigation

Level / Details	Fee	Budget	Organiser	Teach-in-charge
Career Talk on JUPAS Application 8/10/2019 2:30pm – 3:20pm (Hall)	--	\$0	Self	Mr. W.K. Wong
Class based career Guidance for S6 (Whole year)	--	\$0	Self	WKW / WST / WHL / OLH / KMC /
Mock Release of HKDSE Result 16/12/2019 1:10pm – 3:45pm	\$14000 (maximum)	\$14,000	Stewards	WKW / WST / WHL / OLH / KMC / HWF
Career Talk on E-app 17/12/2019 3:10pm – 4:00pm	--	\$0	Self	Mr. W.K. Wong
Mock Individual Interview Details are to be confirmed	\$10000 (maximum)	\$10,000	I Can Fly	Mr. W.K. Wong
Talk for the preparation of the release of HKDSE result 4/7/2020	Free-of-charge	\$0	Tai Hang Youth Centre	WKW / WHL/ WST
	Total	\$24,000		

Other Activities

Programme	Budget	Resources	Teacher-in-charge
Parent's talk about path for secondary graduates 28/9/2019 2:30pm – 5:00pm	\$0	IDP Education Limited	Mr. W.K. Wong
Parent's talk about Goal Setting and Parent-child Communication for junior form 12/10/2019 4:00pm – 4:30pm	\$0	Self	Mr. W.K. Wong
Career Ambassadors initiated activities (Details are to be confirmed)	\$1,000	Self	Mr. W.K. Wong
Life planning programmes for less motivated students	\$15,000	Social Worker	Social Worker
Total	\$16,000		

Other Expected Expenditure

ITEM	Budget	Resources	Teacher-in-charge
Decoration of Notice Board	\$800	Self	Ms. O.L. Ho
Bulletin Board in classrooms	\$800	Self	Ms. O.L. Ho
Sponsoring elite students to participate	\$11,000	Self	Mr. W.K. Wong
Total	\$12,600		