



The Chinese Foundation Secondary School

Annual School Plan

2025 – 2026

Contents

	Page
School Vision & Mission	2
Areas for Major Development	3
1. Enhancing Students' Social Well-being	4
2. Language Competency and Learning Capacity Enhancement	6
3. Leaders for Future	8
Appendix 1 Plan on Learning and Teaching Enhancement (2025-2026) (partly paid by Capacity Enhancement Grant)	10
Appendix 2 Plan on Life Planning Education and Careers Guidance (2025-2026) (paid by Career and Life Planning Grant)	11
Appendix 3 Plan on Promotion of Extensive Reading (2025-2026) (paid by Promotion of Reading Grant)	12
Appendix 4 Plan on Life-Wide Learning & Sister School Collaboration (2025-2026) (paid by Life-wide Learning & Sister School Grant)	13

School Vision & Mission

Our Vision

We aim to help students to achieve personal excellence through nurturing in them a set of positive values and developing their social and learning attitudes as well as their professional competence which are conducive to life-long learning. We work for the betterment of our society in our provision of well-educated student graduates who are also open-minded, loyal and dedicated citizens.

Our Mission

- Provide quality education
- Foster leadership, critical thinking, creativity and confidence among our students through the use of modern techniques and technology
- Cultivate empathy and mutual respect to foster harmonious relationships in our school and society
- Build up our students' global awareness and adequately prepare them with the knowledge and skills necessary for substantive contributions to society

Areas for Major Development

- 1. Enhancing Students' Social Well-being**
- 2. Language Competency and Learning Capability Enhancement**
- 3. Leaders for Future**

Feedback and follow-up actions from the previous school years

Our school emphasizes continuous self-improvement and has implemented a systematic Planning-Implementation-Evaluation (P-I-E) cycle. We refer to the feedback and follow-up actions from the previous school years to formulate and adjust the work for upcoming school years. This allows us to optimize the key focus areas identified in the previous development cycle, as follows:

SY21/22 – 23/24		SY24/25 – 26/27
1. Smart Healthy School Life 2. Student-centered Learning 3. Social Responsibility & Global Awareness	→ → →	1. Enhancing Students’ Social Well-being 2. Language Competency & Learning Capacity Enhancement 3. Leaders for Future

While stakeholder surveys have shown slight improvements in students' positive emotions, life satisfaction, and values, the progress is not significant. There is also a lack of consensus among teachers on whether students maintain healthy lifestyles (e.g., sufficient sleep, nutritious diet, regular exercise). In the upcoming school development cycle, we will shift our focus to address students' mental and social well-being. Initiatives include implementing a Social-Emotional Learning (SEL) curriculum, fostering a positive and inclusive school climate, strengthening family engagement, and enhancing staff training.

Students generally demonstrate higher learning initiative and engagement in lesson preparation. Teachers have also become more effective at helping students identify their learning needs. However, student performance in core subjects, especially English and Mathematics, remains unsatisfactory. Our school aims to cultivate inquisitive learners through interactive classrooms and a positive learning community, with the goal of enhancing both academic and non-academic excellence in the coming years. We hope to strengthen students' language competency to build a solid foundation for their overall learning.

Stakeholder surveys indicate that students have significantly increased their participation in learning activities, which has enhanced their social responsibility and global awareness. Our school aims to leverage these valuable attributes and empower students to assume more leadership roles. This will provide them with more rewarding exposure and learning experiences as they serve the community.

1. Enhancing Students' Social Well-being

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required	Seven Learning Goals
1.1 To implement Social-Emotional Learning (SEL) curriculum	1.1.1 Developing and integrating a comprehensive SEL curriculum into the school curriculum	<ul style="list-style-type: none"> SEL Curriculum, students' assessment framework and learning activities are reviewed accordingly. Comprehensive preventive measures are adopted. Students have a more positive attitude towards life and values. Positive comments are received on the SEL activities. Students are more aware of personal hygiene. Stronger parent and family engagement can be observed, Staff training programmes on SEL are well planned and more welcome by teachers. 	<ul style="list-style-type: none"> Conduct evaluation with teachers and students regularly Collect statistics on the number and nature of SEL activities Consult advice from external experts 	Year-round	Assistant School Principal Academic (Student Support)	Government Fund / Non-government Fund	<ul style="list-style-type: none"> National and Global Identity Generic Skills Healthy Lifestyle
	1.1.2 Providing dedicated time (Class Period, PGE lesson, Assembly) for SEL instruction to teach students social and emotional skills				Student Support Coordinators		
	1.1.3 Incorporating activities, discussions, and resources that promote self-awareness, empathy, responsible decision-making, and positive relationship-building.				All Heads of Departments and Teams		
1.2 To foster a positive and inclusive school climate	1.2.1 Establishing clear expectations for behavior that promote respect, kindness, and inclusivity				All Teachers		<ul style="list-style-type: none"> National and Global Identity Generic Skills Healthy Lifestyle
	1.2.2 Creating opportunities for students to participate in shared decision-making processes within the school community						
1.3 To strengthen parent and family engagement	1.3.1 Providing workshops and resources for parents to enhance their understanding of social health issues and support their children at home						<ul style="list-style-type: none"> National and Global Identity Generic Skills Healthy Lifestyle
	1.3.2 Fostering open communication channels between school and parents to address concerns and share progress						
1.4 To enhance staff training and support	1.4.1 Providing professional development opportunities for teachers to enhance their understanding of social well-being and SEL strategies						<ul style="list-style-type: none"> National and Global Identity Generic Skills Healthy Lifestyle
	1.4.2 Offering ongoing training and support to teachers in implementing SEL practices effectively						

2. Language Competency and Learning Capability Enhancement

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required	Seven Learning Goals
2.1 To cultivate inquisitive learners through interactive classrooms and positive learning community for enhancing academic and non-academic excellence	2.1.1 Adopting authentic learning approach for students actively participating in the application of knowledge and skill	<ul style="list-style-type: none"> Students acquire new knowledge and are willing to share with classmates. Students produce quality projects in Project-based Learning. Innovative and effective learning and teaching practices for language acquisition are identified, shared and practiced by teachers. 	<ul style="list-style-type: none"> Conduct evaluation with teachers and students regularly Collect statistics on the frequency and nature of learning activities Consult advice from external experts 	Year-round	Assistant School Principal Academic (Curriculum) Academic Coordinators All Heads of Departments and Teams All Subject Teachers	Government Fund / Non-government Fund	✧ National and Global Identity ✧ Breath of Knowledge ✧ Language Proficiency ✧ Generic Skills ✧ Information Literacy ✧ Life Planning
	2.1.2 Stimulating students' curiosity and participation through student-centred, interactive learning activities						
	2.1.3 Nurturing students' critical and creative thinking						
2.2 To strengthen students' language competency to build a solid foundation for their learning	2.2.1 Creating and nurturing a facilitating language learning environment for students	<ul style="list-style-type: none"> Professional Learning Communities (PLC) of teachers can be established. Progressive improvement of academic excellence can be shown in public examinations. Achievement in external competitions can be recognized. 					✧ National and Global Identity ✧ Breath of Knowledge ✧ Language Proficiency ✧ Generic Skills ✧ Information Literacy ✧ Life Planning
	2.2.2 Adopting a whole-school approach to promote language across the Curriculum						
	2.2.3 Sharpening students' communication skills for written and oral communication, effective listening and formulating arguments and reflection						

3. Leaders for Future

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required	Seven Learning Goals
3.1 To enhance students' skills in preparing for future	3.1.1 Fostering students' understanding on Sustainable Development Goals (SDG17)	<ul style="list-style-type: none"> Network with community partners is well established with collaboration in engagement programme with our school. Value education is well incorporated into curriculum of various subjects. 	<ul style="list-style-type: none"> Collect statistics on students' participation in different cultural programmes, education tours and exchange programmes 	Year-round	Assistant School Principal Academic (Other Learning Experiences) OLE Coordinators Global Awareness Team Cultural Activities Team All Heads of Departments and Teams	Government Fund / Non-government Fund	✧ National and Global Identity ✧ Generic skills ✧ Information Literacy ✧ Life Planning
	3.1.2 Fostering students' responsibility as global citizens						
	3.1.3 Integrating future studies into curriculum						
	3.1.4 Providing opportunities for teachers and students to be open to novelty						
3.2 To strengthen students' leadership skills	3.2.1 Arranging school-based leadership programme to students	<ul style="list-style-type: none"> Good feedback is received from different stakeholders. Evaluation on the students' awareness on SDG17 and global issues is conducted. 	<ul style="list-style-type: none"> Conduct evaluation on the GAP Collect feedback from students and teachers 				✧ Generic skills ✧ Life Planning
	3.2.2 Lining up with external parties to offer leadership programme to talented students						
3.3 To encourage students to serve the community	3.3.1 Providing opportunity for students to understand the need of the community	<ul style="list-style-type: none"> Feedback and evaluation in education tours and exchange programmes from different stakeholders are received. Achievement in external competitions, leadership programmes and community services can be recognized. 					✧ National and Global Identity ✧ Generic skills ✧ Healthy Lifestyle
	3.3.2 Arranging community service						

Appendix 1 Plan on Learning and Teaching Enhancement (2025-2026)
(partially paid by Capacity Enhancement Grant)

Objectives	Strategies/Tasks	Implementation Process	Time Scale	Success Criteria	Method of Evaluation	Staff Responsible	Resources required yearly
<ul style="list-style-type: none"> To enhance students' proficiency in English Language To facilitate the implementation of School-based Assessment 	<ul style="list-style-type: none"> To provide additional support outside class timetable and to relieve teachers from some administrative work and teaching workload To teach English Language 	Employment of an Assistant Teacher (English)	Long Term	<ul style="list-style-type: none"> Students showing interest in the language and improvement of skills in presentation 	Examination results; Feedback from students and teachers	HOD of Department of English	Salary + MPF of 1 Assistant Teacher \$316,449.00
<ul style="list-style-type: none"> To enhance students' proficiency in Chinese Language To facilitate the implementation of School-based Assessment 	<ul style="list-style-type: none"> To provide additional support outside class timetable and to relieve teachers from some administrative work and teaching workload To teach Chinese Language 	Employment of an Assistant Teacher (Chinese)	Long Term	<ul style="list-style-type: none"> Students showing interest in the language and improvement of skills in presentation 	Examination results; Feedback from students and teachers	HOD of Department of Chinese	Salary + MPF of 1 Assistant Teacher \$297,171.00
<ul style="list-style-type: none"> To enhance students' proficiency in Mathematics 	<ul style="list-style-type: none"> To provide additional support outside class timetable and to relieve teachers of some administrative work and teaching workload To teach Mathematics 	Employment of an Assistant Teacher (Mathematics)	Long Term	<ul style="list-style-type: none"> Students showing interest in Mathematics and improvement of skills in problem solving 	Examination results; Feedback from students and teachers	HOD of Department of Mathematics	Salary + MPF of 1 Assistant Teacher \$297,171.00
Total							\$910,791.00
Surplus brought forward from 2024-2025							\$0
Capacity Enhancement Grant amount receivable (estimates as of 30/9/2025)							1,009 × \$678 = \$684,102.00
The excess amount to be paid by School (Government Fund)							\$226,689.00

Appendix 2 Plan on Life Planning Education and Careers Guidance (2025-2026)
(paid by Career and Life Planning Grant)

Objectives	Strategies/Tasks	Implementation Process	Time Scale	Success Criteria	Method of Evaluation	Staff Responsible	Resources required yearly
<ul style="list-style-type: none"> ● To strengthen the corresponding teaching team ● To enrich the contents and expand the scope of existing level of career guidance service ● To alleviate the workload of the team to provide more room to receive professional training 	To provide additional support outside class timetable and to relieve teachers of some teaching workload	Employment of one teacher <ul style="list-style-type: none"> - Retention of existing CLP teacher - Easing teaching load of other CLP team members - Handling administrative duties and providing careers support to students 	Long term	Positive feedback from students and teachers	Feedback from teachers and students	Head of Career & Life Planning (CLP) Team	Salary + MPF of two additional teachers (GM point 15) X 2
	To provide transitional support by alleviating the workload of the team	Employment of one teacher <ul style="list-style-type: none"> - Providing transitional human resources support to CLP team due to deployment of new Career Master in school year - Easing teaching load of other CLP team members - Handling administrative duties and providing careers support to students 	School Year 25-26				884,016.00
<ul style="list-style-type: none"> ● To enrich students' exposure to career-related areas 	To organize workshops and activities in career-related aspects	Career assessment tool \$85,000.00 Cooperation with NGO and external parties: Experiential Programmes (S.1 to S.6) \$30,000.00	Long term	Positive feedback from students and teachers	Feedback from teachers and students	Head of Career & Life Planning (CLP) Team	Expenditure \$115,000.00
Total							\$995,516.00
Surplus Brought forward from 2024-2025							\$293,489.93
Career and Life Planning Grant amount receivable for 2025-2026							\$709,320.00
Estimated Surplus to be carried forward to 2026-2027							\$7,293.93

Appendix 3 Plan on Promotion of Extensive Reading (2025-2026)
(Paid by Promotion of Reading Grant)

Objectives	Strategies/Tasks	Implementation Process	Time Scale	Success Criteria	Method of Evaluation	Staff Responsible	Resources required yearly
<ul style="list-style-type: none"> To create a reading culture in CFSS To promote a reading culture that corresponds to the school's major areas of concern 	To promote an extensive reading culture in CFSS through both traditional media (printed books) and electronic media (e-books and web-based reading schemes)	<p>*Web-based Reading Schemes</p> <p>(a) English e-book scheme (One off & annually subscription) For S1 – S6 students \$23,100.00</p> <p>(b) Reading platform which includes science related reading materials \$21,800.00</p> <p>(c) Self-adaptive English e-book scheme For S1 students \$28,800.00 @\$160/head*180</p>	Long term	Positive feedback from students and teachers	Feedback from teachers and students	Library Committee	\$73,700
Total							\$73,700.00
Surplus Brought forward from 2024-2025							\$0
Promotion of Reading Grant amount receivable for 2025-2026							\$77,205.00
Estimated Surplus to be carried forward to 2026-2027							\$3,505
The excess amount to be paid by School (Government Fund)							\$0

Appendix 4 Plan on Life-Wide Learning & Sister School Collaboration (2025-2026) (paid by Grant for the Life Wide Learning & Sister School Grant)

2025-2026 Plan on the Use of the Life-wide Learning and Sister School Grant
The Chinese Foundation Secondary School

May 2025 ver.

Schools are required to upload this Plan on the Use of the Life-wide Learning and Sister School Grant endorsed by their SMCs / IMCs to the school website for the sake of enhancing transparency and in accordance with the established practices.

Our school will use this Grant in compliance with relevant requirements as stipulated in circulars, guidelines and other documents issued by the EDB. Our school understands that in case of inappropriate use of the Grant, our school should make good relevant expenses by deploying other suitable resources.

^ List of **Category of the Activity** and Evaluation Method for reference (Schools can select one or more suitable option(s) from the pull-down list): [School may click on the "–" on the left to hide this part]

Category of the Activity:	A1 Values Education	A2 Intellectual Development	A3 Community Service	A4 Physical and Aesthetic Development	A5 Career-related Experiences	A6 Patriotic Education	
	A7 Digital Education, Artificial Intelligence and STEAM Education		A8 Student Mental Health	A9 Others (Please specify in column L)			
Evaluation Method:	B1 Questionnaire	B2 School Meeting and Discussion	B3 Professional Sharing in School	B4 Interview	B5 Observation	B6 Written report and record	B7 Others (Please specify in column N)

Category 1: Details of Activities

No.	Name and Description of the Activity	Proposed Date	Objective(s) of the Activity	Target & Estimated Number of Participants (Fill in the estimated number of participants of each type; please indicate "0" if a particular type is not involved)				Estimated Expenses (\$)	Name(s) of Mainland sister school(s) (If sister school exchange activity is involved)	Category of the Activity^		Evaluation Method^	
				Students (Please specify levels and number)	Teachers	School Management	Others (Please specify target and number)			(Select one or more suitable option(s) from the pull-down list)	(If "A9 Others" is chosen, please provide details in this column)	(Select one or more suitable option(s) from the pull-down list)	(If "B7 Others" is chosen, please provide details in this column)
1.1	Local Activities (including online exchanges)												
1	Experiential learning programmes (Learning Activities Days)	Mar 2026 to Jul 2026	To enhance students' experience through camps, workshops and visits	S1-S5, 853	79			300000		A1 Values Education		B1 Questionnaire	
2	OLE visits and workshops	Sep 2025 to Aug 2026	To enhance students' learning through workshops and activities, and to organize social responsibility related activities to the students	S1-S6, 991	79			120000		A1 Values Education		B5 Observation	
3	Language learning programmes	Sep 2025 to Jun 2026	To allow students to be exposed to foreign languages	S1, 182	1			165000		A2 Intellectual Development		B5 Observation	
4	STREAM programmes	Sep 2025 to Aug 2026	To enhance students' learning on STREAM through camps, workshops and visits	S1-S6, 991	30			200000		A7 Digital Education, Artificial Intelligence and STEAM Education		B5 Observation	
5	Student Support Activities	Sep 2025 to Aug 2026	To enhance students' learning in mental health through camps, workshops and visits	S1-S6, 991	79			300000		A8 Student Mental Health		B1 Questionnaire	
6	National Education Activities	Sep 2025 to Aug 2026	To enhance students' learning in national education through workshops and activities	S1-S6, 991	79			100000		A6 Patriotic Education		B5 Observation	
7	To purchase the equipment for STREAM education	Sep 2025 to Aug 2026	To purchase the equipment to support students' STREAM activities	S1-S6, 991	79			150000		A7 Digital Education, Artificial Intelligence and STEAM Education		B5 Observation	
(Please insert rows above if the space provided is insufficient.)													
Total estimated expenses of item 1.1								\$1,335,000.00					
1.2	Non-local Activities												
1	External Competition tours	Sep 2025 to Aug 2026	To allow students to participate in competitions outside Hong Kong	S1-S6, 20	5			150000		A2 Intellectual Development A7 Digital Education, Artificial Intelligence and STEAM Education		B6 Written report and record	
2	Sister School Exchange	Apr 2026 to Aug 2026	To allow students to have exchange tour and programme with sister schools	S1-S5, 20	8			176000		A6 Patriotic Education		B1 Questionnaire	
3													
4													
5													
(Please insert rows above if the space provided is insufficient.)													
Total estimated expenses of item 1.2								\$326,000.00					
Total estimated expenses (sum of items 1.1 and 1.2)								\$1,661,000.00					

Name of Teacher Responsible for Life-wide Learning:	Mr. Chan Kwok Leung	Position:	Assistant Principal
Name of Teacher Responsible for the Sister School Scheme:	Ms. Law She Kay Lourdes	Position:	Education Tours Team i/c