

DISCIPLINE AND GUIDANCE REPORT

2014-2015

Targets	Strategies & Tasks	Success Criteria	Evaluation	Person in charge
<p>To cultivate in students a set of sustaining values with respect to their roles in school, family and the community.</p>	<ol style="list-style-type: none"> 1. Display boards are set up with focus on values building, especially on 'Care and Communion'. 2. Selected articles on 'Care and Communion' by the Teacher Librarian for display and follow-up activities. 3. Short talks on 'Care and Communion' will be shared during assemblies. 4. To organize slogans competition on 'Care and Communion', so as to relate value-building to students' daily life and to foster reflective thinking. 	<ol style="list-style-type: none"> 1. More than 70% of teachers agree that programmes on whole person development of students are effective. 2. At least 300 students participate in the competition and activities organized. 3. Short talks are shared during assemblies by all teachers. 	<ol style="list-style-type: none"> 1. More than 400 entries were received from the slogan competition, and the slogans reflected that students were creative and they were ready to show their ideas of 'Care and Communion' to others. Selected slogans were printed on plastic file holders which were distributed to students. Students had a chance to see the works of their schoolmates. Small gifts were also given to students for their good work. 2. Reading materials on 'Care and Communion' were posted on display boards at the school lobby. It is proposed to place the displays at corridors to attract more students' attention the next school year. 3. We had successfully instilled positive values in students and would focus on other important core values next year. 4. Short talks on 'Care and Communion' had been shared during assemblies by all teachers in the first and second term. 5. 75% of teachers agreed that the short talks did help to reinforce proper behavior among students. 	<p>Discipline Master Guidance Mistress</p>

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<p>To reinforce proper behaviour among students.</p>	<ol style="list-style-type: none"> 1. Teachers who are responsible for supervising students at the school playground will also continue to perform supervision duties at the rear and front staircases so as to ensure better behaviour among students when going up to classrooms. 2. First Assemblies will be extended to all Junior Secondary students and not just S1 students at the beginning of the school year in order to build up a closer relationship with students. 3. An inter-class discipline competition will be held in the second term. 4. When going to classrooms during rainy days, students will be instructed to proceed and line up properly outside classrooms waiting for their teachers, and thereby reinforcing their proper behavior and responsibility. 	<ol style="list-style-type: none"> 1. More than 70% of teachers agree that students' overall performance in class and assemblies has improved. 2. The inter-class discipline competition has been successfully run. 3. Teachers' observation. 4. Students' reflection. 5. Students keep on behaving properly even on rainy days, and be well disciplined when waiting outside class rooms without the supervisions of class teachers. 	<ol style="list-style-type: none"> 1. First Assemblies for all the S1 -S3 classes were held at the beginning of the school year to build up a closer relationship among students. In addition to explaining the importance of rules and discipline in the Centre to students, the Discipline Master and relevant teachers also delivered short talks on 'anti-drugs'. With the help of short videos, students were reminded to be cautious against drug abuse. Through the discipline team's interpretation, students were more alert not to fall into traps, as well as protecting themselves against drug temptation. Students also learnt the importance of self-respect. A much clearer definition and concept on 'self-worth' had been developed in their mind. 2. No serious discipline cases occurred during the year. Discipline teacher-on-duty gave students appropriate counseling and guidance whenever and wherever needed. They provided prompt advice and guidance for students and offered support to teachers to create a better teaching and learning atmosphere in the classrooms. Students also learnt to respect teachers and themselves. 3. 75% of teachers agreed that the inter-class discipline competition had been successfully run and would continue to hold the competition next year. 	<p>Discipline Master Guidance Mistress</p>

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			<ol style="list-style-type: none"> 4. 75% of teachers agreed that the programmes on ‘Care and Communion’ had been effective in the whole person development of students. 5. More than 75% of teachers agreed that students’ overall performance in class and assemblies had improved, and that a caring and harmonious environment had been created for students. 6. 65% of teachers agreed that students remained well-disciplined while waiting outside the classrooms during rainy days. 7. Students’ positive thinking and correct core values needed to be further enhanced. 	
To strengthen students awareness to be a ‘better-self’	<ol style="list-style-type: none"> 1. Selected videos on ‘Being a better-self’ will be broadcasted on our TV at the lobby. 2. Implementation of the “Responsible Student Award”. 	<ol style="list-style-type: none"> 1. More than 70% of teachers agree that students are aware of being a ‘better-self’. 2. More than 80% of teachers agree that a caring and harmonious environment has been created for students 3. The “Responsible Student Award” has promoted more students to take initiative to make improvement in all aspects. 	<ol style="list-style-type: none"> 1. The display boards were attractive and the message of ‘Care and Communion’ had been brought out through short stories or articles displayed. 2. The ‘Responsible Student Award’ was presented in the first and second term . 80% of teachers agreed that this award had stimulated more students to make improvement. 3. 75% of teachers agreed that students were aware of being a ‘better-self’ this year. 4. 90% of teachers agreed that a caring and harmonious environment had been created for students. 5. It is suggested that more videos on ‘Being a better-self’ be broadcasted in the coming year. 	Discipline Master Guidance Mistress