

## Lam Tai Fai College Plan on the use of Career and Life Planning Grant 2018-2019

Objectives	Strategies / Implementation Plan	Success Indicators	Method(s) of Evaluation	Time Frame	PIC
<p>1. Help them to become self-actualizing individuals</p>	<ul style="list-style-type: none"> <li>● Students understand their strengths, weaknesses, needs and potential and to develop their talents:               <ul style="list-style-type: none"> <li>- S2 Appreciation Talk</li> <li>- S3 and S5 personality test</li> <li>- S4 My CV Workshop</li> <li>- S5 DSE Mock Release Workshop</li> <li>- S5 and S6 individual counseling</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Students have a positive response to APASO questionnaire</li> <li>● S5 and S6 students show clearer career goal and the ways to achieve their goals in the individual counseling with career teachers and in their self-account</li> <li>● Positive feedback towards setting career goals among students from teachers</li> </ul>	<ul style="list-style-type: none"> <li>● APASO – Attitude to School</li> <li>● APASO – Self Concept</li> <li>● Feedback from students and teachers</li> <li>● S5 and S6 Self Account</li> </ul>	<p>Whole year</p>	<p>All team members</p>

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	<ul style="list-style-type: none"> <li>● Students are able to achieve their goals through understanding their studying opportunities:               <ul style="list-style-type: none"> <li>- S3 Subject Selection Workshops and Seminars</li> <li>- S4 Multiple Pathways for Senior Form Students Seminar</li> <li>- S6 JUPAS Subject Selection Seminar</li> <li>- To organize visits of tertiary institutions to help students to understand their study opportunities and to set goals</li> <li>- To organize more guest talks on multiple study pathways during lunchtime for all students in the School</li> <li>-</li> </ul> </li> </ul>				

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	<ul style="list-style-type: none"> <li>● To organize more work-related activities to help students understand their opportunities in the world of work and to set goals:               <ul style="list-style-type: none"> <li>- S4 World of Work Workshop</li> <li>- Visits of workplaces</li> </ul> </li> <li>● To organize activities to help students set realistic, achievable goals and guide them to achieve their goals:               <ul style="list-style-type: none"> <li>- S1 Management Talk</li> <li>- S5 and S6 individual counseling</li> </ul> </li> </ul>				

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<p>2. Assist students in understanding the application procedures of tertiary institutes and nomination schemes related to academic and non-academic achievements</p>	<ul style="list-style-type: none"> <li>● Help students understand JUPAS and E-APP application procedures               <ul style="list-style-type: none"> <li>- Workshops on JUPAS and E-APP application (S6)</li> <li>- Talk on Principal's nomination scheme &amp; other recommendation scheme (S6)</li> <li>- Workshops on SLP (S4 &amp; S5)</li> <li>- Workshops on self account (S5 &amp; S6)</li> </ul> </li> <li>● At least 6 tertiary institutions set up study information booths in our school at the day of “Release of HKDSE results”.</li> </ul>	<ul style="list-style-type: none"> <li>● An increase in the number of students applying for tertiary institutes and nomination scheme</li> <li>● Students show greater understanding in the application procedures of tertiary institutes and nomination schemes</li> </ul>	<ul style="list-style-type: none"> <li>● Data of application for tertiary institutes and nomination scheme</li> <li>● Feedback from students and teacher feedback from students and teachers</li> </ul>	<p>Whole year</p>	<p>All team members</p>

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<p>3. Help students explore diverse articulation pathways through liaising with external bodies and tertiary institutions</p>	<ul style="list-style-type: none"> <li>● Enhance the linkage between the school with local tertiary education institutions</li> <li>● Enhance the linkage between the school with tertiary education institutions in mainland and overseas</li> <li>● Open more learning opportunities for students through these enhanced linkages</li> </ul>	<ul style="list-style-type: none"> <li>● An increase of enhanced working relationship with local tertiary education institutions and internal tertiary education institutions</li> <li>● An increase of special offers given to LTFC students through the linkages</li> <li>● An increase in number of students getting the offers through the linkages</li> </ul>	<ul style="list-style-type: none"> <li>● Count the number of enhanced working relationship established between LTFC and local as well as international tertiary education institution</li> <li>● Count the number of students getting the offers through the enhanced linkages</li> </ul>	<p>Whole year</p>	<p>LYM</p>

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<p>4. Enrich career teachers and class teachers' knowledge of multiple pathways and career guidance skills</p>	<ul style="list-style-type: none"> <li>● Encourage career teachers to attend seminars and workshops related to the areas of career information, guidance programme/activities and career development</li> <li>● Deliver updated career information to the S3-S6 Masters/Mistresses and Class Teachers</li> <li>● Collect feedback on the career needs of students in Form Meetings</li> </ul>	<ul style="list-style-type: none"> <li>● Each career teacher has to attend at least one seminar or workshop related to the areas of career information or guidance programme/activities or career development</li> <li>● Positive feedback from senior secondary Form Masters/Mistresses and Class Teachers that they have enriched knowledge on multiple pathways and admission selection criteria</li> </ul>	<ul style="list-style-type: none"> <li>● Count the number of seminars and workshops that career teachers have attended</li> <li>● Feedback from senior secondary Form Masters/Mistresses and Class Teachers</li> </ul>	<p>Whole year</p>	<p>All team members</p>

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5. Provide students with individual counseling on career and life planning	<ul style="list-style-type: none"> <li>● Individual counseling sessions are conducted for S5, S6, sports elites and PSP students</li> <li>● PSP students and sports elites are offered extra counseling sessions for the better understanding of multiple pathways (e.g. Student Athletes Admission Scheme in different universities)</li> </ul>	<ul style="list-style-type: none"> <li>● At least one individual counseling session is arranged for each S5 and S6 student</li> <li>● At least two individual counseling sessions are arranged for each sport elite and PSP student</li> </ul>	<ul style="list-style-type: none"> <li>● Record of individual counseling</li> </ul>	Whole year	All team members

## Budget

Items	Budget
Employ a full time Career Master to coordinate the School Based Career Education	HK\$ 440,040
Reunion for S6 students (Refreshment for parents and guests, invitation of speakers)	HK\$2,000
Teachers' Reference Materials (Book, DVD, etc)	HK\$1,500
Tour bus fee (for 2 company visits & 4 tertiary education institutions visits) - 6 visits	HK\$25,000
Tour bus fee (for career visits, e.g. YES)	HK\$4,000
One S1 Talk - "Time Management and Learning Model"	HK\$2,000
One S2 Talk - "Appreciation"	HK\$2,000
One S3 Talk on "Secondary Subject Selection"	HK\$2,000
One S3 Talk on "Career life planning"	HK\$2,000
One S4 and S5 Talk on "Multiple Career Pathways"	HK\$2,000
One S4 Workshop on "My CV" (4 social workers)	HK\$8,000
One S4 Workshop - "Workplace Exploration" ( 4 social workers)	HK\$8,000
One S5 Workshop - Mock Release of HKDSE Results" (5 social workers)	HK\$9,000
One S5 Career Activity - "World of Work"	HK\$10,000
One S6 JUPAS subject selection seminar	HK\$2,000
One S6 Talk - Interview Skills	HK\$2,000
One S6 Workshop - Interview Skills (5 social workers)	HK\$8,000
Printing and stationery (printing and files for students' SLP and Career Information)	HK\$1,000
Membership fee for Hong Kong Association of Careers Masters and Guidance Masters	HK\$450
Miscellaneous	HK\$1,000
Total	HK\$531,990