

To: Chief School Development Officer (Tai Po)

Law Ting Pong Secondary School

2023/24 School Year

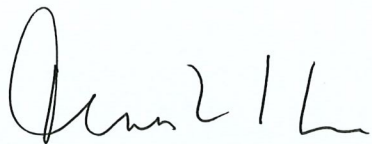
Work Plan on Implementation of Measures to Safeguard National Security and Promote National Security Education

| Area | Measure(s) | Assessment Method | Implementation Timetable | Person-in-charge | Resources Required |
|-----------------------------|---|---|--------------------------|-------------------|----------------------|
| School administration | Update the school hiring procedures to reflect the changes after piloting the new hiring procedures in the last two school years. | Updated Guidelines | December | Technical Support | / |
| | Review and identify good practices of the efforts of various subject panels and functional teams in implementing appropriate measures in different areas as to help students understand and familiarize with the NSL. | SAC Minutes | Whole Year | SAC | / |
| Staff Management & Training | Provide mentoring programme to support new teachers to understand the expectations and requirements on their professionalism, conduct, teaching and educating responsibilities. | Teacher's attendance record via e-service | Whole Year | SAC | Mentors |
| | Incorporate QEF "My Pledge to Act" trainings to heighten teacher's awareness of law abidingness and media literacy | Training Attendance | Whole Year | | Speaker's Honorarium |

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| Learning and teaching | Strengthen students' learning in elements of NSE through ongoing review of the subject curriculums and teaching practices. | Review Report | Whole Year | Academic Committee | / |
| | Promote exchange of ideas, within and across subject departments, on how the learning and teaching foci of national security education can be integrated organically in and connected naturally with the curriculum contents of various subjects. | Scheme of work | | Academic Support & Planning | |
| | All documents including schemes of work and teaching and learning materials on NSE are saved in a common folder of the school server for inspection | Archived Documents | | | |
| | Strengthen the school-based monitoring mechanism for regularly reviewing the learning and teaching content and quality (including classroom teaching and teaching resources) to ensure that the content and quality of the learning and teaching resources used align with the EDB's requirements and students' needs. | Lesson Observation & Assignment Inspection Forms | | KLA/subject heads | |
| Student guidance, discipline and support | Organize NSL/NSE themed competitions to create a learning atmosphere on the campus to promote Constitution, Basic Law and NSE. | Evaluation of related programmes | Whole Year | Value & National Education Committee | Activity Cost |
| | Incorporate QEF "My Pledge to Act" trainings and related activities to heighten students' awareness of law abidingness and | Evaluation of related programmes | Whole Year | | Activity Cost |

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|-------------------------|--|------------------|---------------|-----|---------------|
| | media literacy | | | | |
| Home-school cooperation | Incorporate QEF “My Pledge to Act” activities into PTA gathering, Heart-to-Heart Session with Principal to heighten parents’ awareness of law abidingness and media literacy | Activity records | Dates pending | PTA | Activity Cost |



Signature of Supervisor : 

Name of Supervisor : Mr. Chen Wei On Kenneth

Date : 24 NOV 2023