



**Creative
Secondary
School**

Annual School Plan

2019 – 20 School Year

School Vision & Mission

Through this place, we thrive, we serve and
find our place in the world

Creative Secondary School

Annual School Plan

School Year 2019 - 2020

Major Concerns

- 1. Enhancing Assessment, Recording and Reporting**
- 2. Embedding links between Restorative Practices, Invitational Education and Positive Education**
- 3. Improving quality of teaching & learning**

1. Major Concern: _ Enhancing Assessment, Recording and Reporting (ARR)

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> Bring together different systems of ARR used in MYP, DSE & IBDP Enhance big data approaches to inform curriculum improvement decision –making 	<ul style="list-style-type: none"> Introduce Managebac ARR & curriculum planning software to cover all 3 curriculum programmes 	<ul style="list-style-type: none"> ARR group established Student reports more effectively generated Higher quality of professional conversations to improve student performance, based on study of evidence 	<ul style="list-style-type: none"> Progress report from ARR group Feedback from teachers writing reports Reflections from Heads of Faculty on the benefits of data conversations conducted 	<ul style="list-style-type: none"> Feb 2020 	ARR group led by Director of Learning	Budget to purchase software & train staff
	<ul style="list-style-type: none"> Study range of data currently collected – EDB-based (Pre-S1, TSA, DSE SBA), school-based (admissions, RPC, exams) and other external data eg IBDP IAs, CAT4, PASS, OOPT Facilitate staff data conversations based on data management and analysis 			<ul style="list-style-type: none"> Apr 2020 Jun 2020 	ARR group led by Director of Learning Curriculum Coordinators & Heads of Faculty	Staff time to analyse data; Professional development budget

2. Major Concern: _ Embedding links between Restorative Practices, Invitational Education and Positive Education

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> Raise staff, student and parents' awareness of Restorative Practices as an effective way of implementing core values of Invitational Education and Positive Education 	<ul style="list-style-type: none"> Invest in further professional development for teachers and workshops for parents & students in PE, IE and RP 	<ul style="list-style-type: none"> Greater staff, student and parent understanding of the relationship between RP, IE and PE Greater ownership of RP Greater student ownership of school life and school environment 	<ul style="list-style-type: none"> Feedback from staff Study of student conduct data Survey of students 	<ul style="list-style-type: none"> April 2020 	PD group	PD budget
	<ul style="list-style-type: none"> Further embed Restorative Practices 			<ul style="list-style-type: none"> May 2020 	Director of Student Development & Well-being + Heads of School	Staff team time
	<ul style="list-style-type: none"> Further enhance student voice through Student Rep. Council & student leaders Promotion of CSS Learner Attributes 			<ul style="list-style-type: none"> June 2020 	Director of Student Development & Well-being + houses coordinator	Student development budget

3. Major Concern: _ Improving quality of teaching & learning

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> Lesson observation & feedback 	<ul style="list-style-type: none"> Enhance framework to include observable features & quality feedback, supported by PD Conduct new round of lesson observations 	<ul style="list-style-type: none"> Higher quality of lesson observation & feedback 	<ul style="list-style-type: none"> Study of lesson observation & feedback documentation 	<ul style="list-style-type: none"> April 2020 	Director of Learning & curriculum team; PD group	<ul style="list-style-type: none"> PD budget PD day
<ul style="list-style-type: none"> Enhance professional development and appraisal 	<ul style="list-style-type: none"> Develop appropriate structures and approaches, supported by PD Conduct new round of Professional reviews with target setting 	<ul style="list-style-type: none"> Appropriate structures & approaches agreed by teachers 	<ul style="list-style-type: none"> Survey of staff Study of documentation 	<ul style="list-style-type: none"> May 2020 June 2020 	Principal & all Directors; PD group	<ul style="list-style-type: none"> PD budget PD day

Appendix 1

The Use of Government Grants

Specific plans to utilize a number of different government grants are also in place, including:

- 1) NCS Chinese Students
- 2) Learning Support & NCS students Learning Support
- 3) National and Moral Education
- 4) Hong Kong & China Sister Schools
- 5) Chinese History and Culture

Details are available separately from the school.