



柏立基教育學院校友會盧光輝紀念學校
S.R.B.C.E.P.S.A. Lu Kwong Fai Memorial School

221 Kwai Shing Circuit, Kwai Chung, N.T.

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POA School Net No.

School Information

Supervisor / Chairman of Management Committee	School Head	Incorporated Management Committee	School Type	Student Gender	Religion
Ms. Ng Woon Ling	Dr. Tang Sui Ying	Established	Aided Whole Day	Co-ed	Not Applicable
Percentage of School Supervisor and Managers / Chairperson and Members of School Management Committee (SMC) of Government Schools Fulfilling the Training Targets					100%
Name of Sponsoring Body	School Motto	Year of Commencement of Operation	Medium of Instruction	School Bus	Area Occupied by the School
S. R. B. C. E. Past Students' Association Limited	Erudition, Propriety, Commitment, Honesty	1977	Chinese	Nanny van	About 4440 Sq. M
Through-train / Feeder / Nominated Secondary School			Past Students' Association / Alumni Association	Parent-Teacher Association (PTA)	
-				Yes	Yes
4Rs Mental Health Charter	Yes	Whole School Health Programme		Action School	

2025/2026 Annual School Charges

School Fee	Tong Fai	PTA Fee	Approved Charges for non-standard items	Other Charges / Fees
-	-	\$40	\$240	Annual electronic fee collection and bulletin cost (\$20)

School Facilities

No. of Classroom(s)	No. of Playground(s)	No. of School Hall(s)	No. of Library(ies)	Others
25	1	1	1	Parent and Teacher Association Resource Centre, P.E. Room, Wireless LAN, A Barbecue Site, An Organic Farmland.
Special Room(s)				Facility(ies) for Supporting Students with Special Educational Needs
Music Rooms, Computer Rooms, English Room, Visual Art Room, Counselling Rooms, STEAM Innovation Lab, Student Activity Room, Hanging Garden, Roof Climbing Wall, Heritage Room and VR Space.				Ramp, Accessible lift and Accessible toilet.

Teaching Staff Information (including School Head) in the 2024/2025 school year

Number of teaching posts in the approved establishment		40	Total number of teachers in the school		42	
Qualifications and professional training (%)				Years of Experience (%)		
Had Received Teacher Training	Bachelor Degree	Master / Doctorate Degree or above	Special Education Training	0 - 4 years	5 - 9 years	10 years or above
100%	97%	38%	67%	8%	23%	69%

Class Structure

							P1	P2	P3	P4	P5	P6	Total	
2024/2025 school year							No. of classes	2	3	4	4	4	3	20
2025/2026 school year (The number of class(es) approved by EDB in Mar./Apr. 2025)							No. of classes	1	2	3	4	4	4	18
Mode of teaching at different levels		Teachers can cater for learner diversity in class in a more effective way through small class teaching from Primary One to Six. Learning activities in groups can help promote the peer interaction as well as the interpersonal relationship among students. Individual learning strategies and curriculum adaptation are designed to ensure the students' right to learn.												
Remarks		-												

Performance Assessment

Number of test(s) per year (P1 only)	0	Number of exam(s) per year (P1 only)	3	Replace tests and examinations with diversified assessments in the first term of P1	No
Number of test(s) per year (P2 to P6 only)	0	Number of exam(s) per year (P2 to P6 only)	3		
Formulate appropriate school-based assessment and assignment policies, inform parents of related arrangements, and collect views from teachers, students and parents regularly (at least once per school year) for ongoing review and optimisation of the school assessment and assignment policies					Yes
Upload the school-based assessment policy onto the school webpage for information of the public and stakeholders					No
Upload the school-based assignment policy onto the school webpage for information of the public and stakeholders					No
Diversified Assessment for Learning	Formative Assessment: Portfolios, project learning, self-evaluation, peer-evaluation, home-school co-operation activities, class observation. Summative Assessment: Three term examinations.				
Avoid arranging tests or examinations immediately after long holidays in order to let students take more rest during the holidays					Yes
Arrange the timetable flexibly according to the school context, with a tutorial session provided in the afternoon as far as possible for students to finish some of their homework under teachers' guidance					Yes
Streaming arrangement	Talented students with good conduct will be allocated to elite classes (Primary 4 to Primary 6); Small class teaching is implemented from Primary One to Six.				

School Life

No. of school days per week	No. of periods per day	Duration of each normal period	School starts at	School ends at	Lunch break
5 Days	10	35 mins	8:00 AM	3:30 PM	12:30 PM - 1:30 PM
Lunch arrangement		Healthy school life		Remarks	
Provided by designated supplier and arranged by parents.		Develop healthy eating habits, provide sports training, daily LKF exercise, rope-skipping workout and eye exercise. Teachers work to meet the psychological needs of each student, contributing to their spiritual development.		Class Teacher Lesson, Morning Reading Lesson, Extra-curricular Activities, Information Literacy Instruction, Opening of Computer Rooms and Library during lunch time and after school, elite classes and bridging classes for smooth transition to secondary school for P.6, multiple Intelligences activities on Saturdays, the bridging classes from kindergarten to primary one.	

Life-wide Learning

Volleyball, Football, Table-tennis, Track and Field, Swimming, Rope-skipping, Roller Skating, Zheng, Violin, Ukulele, Chinese Dance, Latin Dance, Pottery, Drawing, Calligraphy and Ink-wash Painting, English Musical, Cambridge English, Phonics, Mathematical Olympiad, STEAM Class, Brownies, Boy Scout, Board Games, Lion Dance, Wing Chun, Lego activities etc.

School Mission

Our school's major initiative is to lay a firm educational foundation that nurtures the holistic and moral development of students within a stimulating learning environment. We also acknowledge that developing literacy skills in three languages is paramount to increasing students' knowledge and understanding of the world and opens up pathways for future success.

School Characteristics

School Management

School Management Organisation:

Our school is under the supervision of the Incorporated Management Committee (IMC), the principal, 2 vice principals and 7 teacher coordinators. The SAC is directly accountable to the IMC so as to enhance the efficiency of the decision-making process.

Incorporated Management Committee / School Management Committee / Management Committee:

The IMC members consist of the principal manager, 6 sponsoring body representatives, 1 independent managers, a parent manager, an alternate parent manager, a teacher manager and an alternate teacher manager.

School Green Policy:

In our continuous effort to create environmentally friendly surroundings, we have been implementing policies such as setting up guidelines for the use of air-conditioning, the use of recycling bins, organic farming courses and rooftop gardening activities so as to reduce room temperatures. Students have also been encouraged to bring their own utensils for their meals. Other green activities like generating electricity by pedalling bicycles and wind and solar energy generation are also introduced to students.

School's Major Concerns:

1. To nurture students' positive values and attitudes as well as educating about healthy living.
2. Continue to develop the school-based curriculum to enhance students' effectiveness in language skills and generic skills.

Learning and Teaching Plan

Learning & Teaching Strategies:

Our school-based curriculum, programmes and special activity days carried out throughout the year are carefully designed to promote cross-curricular learning, whole-school learning and STEAM education. We consistently enable multiple learning experiences in order to provide our students with a thorough, well-rounded education and in-depth understanding in all subjects. Our students thus develop strong foundations based on which they can acquire further knowledge, pursue various interests and cultivate positive morale values.

Development of Major Renewed Emphases of the Primary Education Curriculum:

1. We promote National Education through activities and a Weekly Flag Raising Ceremony, with teachers' sharing Chinese history and development to enhance students' national identities and cultural values.
2. To lead a healthy life through Fitness and Exercise, Recess Activities that encourage physical activeness, and School club participation to instill a positive attitude towards holistic wellbeing.
3. Provide learning experiences through school-based curriculum and cross curricular learning to nurture students' knowledge of Eight Key Learning areas to prepare them for a diverse educational environment.
4. Create a rich language learning environment with engaging activities which encourages students to use the target language and develop proficient trilingual communication.
5. Diversified reading activities to engage student's interest in reading and provide Information literacy skills to assist learning across all subjects.

Development of Generic Skills:

Our curriculum and holistic learning approach challenge and empower students, fostering and developing their generic skills in various areas, including: Communication, Mathematical, IT, Critical Thinking, Creativity, Problem Solving, Self-management, Self-learning and Collaboration.

Cultivation of Proper Values, Attitudes and Behaviours:

Through different aspects of learning and teaching, morning assemblies, class assemblies, class management, service learning and life-wide learning activities, students are able to gain their knowledge, positive attitudes and values by experiencing, observing, reflecting and sharing among the peers.

Student Support

Whole School Approach to Catering for Learner Diversity:

Deployment of human resources to cater for student diversity to optimize their learning within a small class teaching context that is supported further by specialists: school-based educational psychology service, Student Mental Health Support Scheme, school-based speech therapy service, school social worker, Jockey Club Keen and Active Kids Project, Jockey Club Autism Support Network, specialist educators and community-based projects.

Whole School Approach to Integrated Education:

Our school adopts Whole School Approach Integration Education to cater for learning differences and enhance teaching effectiveness. This approach includes setting clear procedures and criteria for identification of students with learning difficulties, adopting systematic measures to cater for learning differences, helping students with less academic achievements and special educational needs to ensure that all students receive appropriate support.

Education Support for Non-Chinese Speaking (NCS) Students:

Our school provides additional support for NCS students to facilitate their learning of Chinese: providing after-school support programmes in learning Chinese; appointing additional teacher(s)/teaching assistant(s) to support NCS students' learning of Chinese; arranging intensive Chinese learning and teaching mode(s), e.g. pull-out learning if necessary, split-class/group learning, etc; developing school-based Chinese Language curriculum and/or adapting learning and teaching materials; organising activities to create an inclusive learning environment in the school; and hiring additional manpower and/or translation/interpretation services to facilitate the communication with parents of NCS students. Please refer to school website: www.kfms.edu.hk > Enhancing Support for Learning and Teaching Chinese for Non-Chinese Speaking (NCS) Students.

Curriculum Tailoring and Adaptation:

Provision of assignment and assessment accommodation, especially for students with special needs with homework, dictation and examinations.

Home-School Co-operation and School Ethos

Home-School Co-operation:

Our PTA has been an effective bridge between the school and the parents. Positive Parental Education Course has been launched to provide various of talks and workshops to improve parents' positive parenting skills. Our Parent English Course helps Parents to assist their children in English Study. Parent Volunteer Team assists our school events such as Sport Day, Open Day and activities like Reading Dad and Mum. The opportunities of co-operation links up school and parent close relationship.

School Ethos:

1. We have a good school ethos and a harmonious relationship between teachers and students.
2. A Caring and Mutual Support Award Scheme has been launched to foster positive attitudes in students such as cherishing one's life, appreciating others and loving their school.
3. Effective classroom management strategies are implemented to achieve an optimal learning environment and good moral values and attitudes.
4. Different programmes are carried out to support student growth. Some of these are Caring Ambassador Scheme, Emotion Management Support Group, Understanding Adolescent Project, Star Action Volunteer Services.

Future Development

School Development Plan:

1. To foster a healthy school environment.
2. To promote e-learning.
3. To provide well-organised meaningful learning experiences regarding STEAM for students.
4. Improvement of the learning and teaching effectiveness in a small class environment through the communities of practice within and/or across schools.
5. To establish 'a greening school' and commit to maintaining environmental protection measures at school.
6. To facilitate exchange between Hong Kong and Mainland schools through the 'Sister School Scheme'.
7. Launch the new program DTS-Development of Text Sets Programme (KS1 & KS2), Drama in Education, Learning to Read; Reading to Learn, Play to Learn.

Teacher Professional Training & Development:

In addition to the school-based teacher development programs, our school also encourages our teachers to take part in various lectures, seminars and workshops. We maintain close ties with external organizations to promote professional development of teachers.

Others

Schools Dance Festival
Chinese Dance Honours Award
The Schools Sports Federation of Hong Kong, China (Kwai Chung primary school).
table tennis competition Boy 3rd Runner up
Athletics Competition
Girl A GRADE 400M Second runner-up
Boy A GRADE Softball throw runner-up
The Hong Kong Inter-Primary School English Folk Song Group Singing Contest
Mixed Team - track and field - runner-up
School Speech Festival
Solo Verse Speaking boy Second runner-up girl Second runner-up
Solo Verse Speaking (Cantonese) boy 1 winner 2 runner-up 4 Second runner-up