



聖母無玷聖心書院

Immaculate Heart of Mary College

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School Mission

Through the example of BLESSED VIRGIN MARY in the LIFE of JESUS, Immaculate Heart of Mary College is led to imitate HER COMPASSIONATE LOVE and WILLING WORKS of SERVICE TO OTHERS. Empowered by the spirit of Gospel, we are dedicated to providing a caring and supportive school environment.

School Information

Supervisor / Chairman of School Management Committee	Sister CHUNG Miu Sheung Lucy		
Principal (with qualifications / experiences)	Ms. MOK Kit Yue (Master of Social Sciences in Counselling)		
School Type	Aided	Co-ed	
School Motto	AMOR ET LABOR		
Name of Sponsoring Body	The Incorporated Trustees of the Hong Kong Province of the Franciscan Missionary Sisters of Our Lady of Sorrows		
Area Occupied by the School	About 5000 Sq. M	Religion	Catholicism
Parent-Teacher Association	Yes	Past Students' Association / School Alumni Association	

Teaching Staff Information (including School Head) in the 2022/2023 School Year

Number of Teaching Posts in the Approved Establishment		53
Total Number of Teachers in the School		56
Qualifications and Professional Training (% of Teaching staff)		
Teacher's Certificate / Diploma in Education		89%
Bachelor Degree		52%
Master / Doctorate Degree or above		48%
Special Education Training		36%
Years of Experience (% of Teaching staff)		
0 - 4 years	5 - 9 years	> = 10 years
46%	9%	45%

Subjects Offered in the 2022/2023 School Year

S.1 - S.3	Chinese as the medium of instruction	Chinese Language, Putonghua, Chinese History, Religion & Ethics, Physical Education and Life Education
	English as the medium of instruction	English Language, Mathematics, Integrated Science (S.1 & S.2), Physics (S.3), Chemistry (S.3), Biology (S.3), History, Geography, Life & Society, Computer Literacy, Visual Arts, Music, Technology & Living, Design & Technology
	Adopt a different medium of instruction by class or by group / school-based curriculum	-
S.4 - S.6	Chinese as the medium of instruction	Chinese Language, Chinese History, Chinese Literature, Religious Education, Ethics and Religious Studies, Citizenship & Social Development (S.4 & S.5), Liberal Studies (S.6), Physical Education, Life Education
	English as the medium of instruction	English Language, Mathematics and Extended Part (Module 1 and Module 2), Biology, Chemistry, Physics, History, Geography, Economics, Business, Accounting and Financial Studies, Information & Communication Technology, Visual Arts
	Adopt a different medium of instruction by class or by group / school-based curriculum	-

Subjects to be Offered in the 2023/2024 School Year

S.1 – S.3	Chinese as the medium of instruction	Chinese Language, Putonghua, Chinese History, Religion & Ethics, Physical Education and Life Education
	English as the medium of instruction	English Language, Mathematics, Integrated Science (S.1 & S.2), Physics (S.3), Chemistry (S.3), Biology (S.3), History, Geography, Life & Society, Computer Literacy, Visual Arts, Music, Technology & Living, Design & Technology
	Adopt different medium of instruction by class or by group / school-based curriculum	-
S.4 – S.6	Chinese as the medium of instruction	Chinese Language, Chinese History, Chinese Literature, Religious Education, Ethics and Religious Studies, Citizenship & Social Development (S.4 & S.5), Physical Education, Life Education
	English as the medium of instruction	English Language, Mathematics and Extended Part (Module 1 & Module 2), Biology, Chemistry, Physics, History, Geography, Economics, Business, Accounting and Financial Studies, Information & Communication Technology, Visual Arts
	Adopt different medium of instruction by class or by group / school-based curriculum	-

Class Structure & Chargeable Fees (2022/2023)

	S1	S2	S3	S4	S5	S6
No. of classes	4	4	4	4	4	4
School Fee	-	-	-	-	-	-
Tong Fai	-	-	-	\$320	\$320	\$320
Parent-Teacher Association Fee	\$200 (one-off)					
Student Union / Association Fee	\$60					
Approved Charges for Non-standard items	\$310 (S.1-S.5) \$155 (S.6)					
Other Charges / Fees	House Fee: \$45 (S.1-S.5) / \$25 (S.6)					

Remarks

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S.1 Admission, Orientation Activities & Healthy School Life

Secondary One Admission
Our school will accept discretionary places. Our school will participate in the Secondary School Places Allocation System through central allocation stage (Applicable for admission to S.1 in September 2023). Admission criteria and weightings: Academic results and rank order (provided by EDB) 40%; Conduct, prizes and extra-curricular activity performance (e.g. sports, community service, music, art, STEM, etc.) 25%; Interview 25%; Catholic 5%; Others 5%.
Orientation Activities and Healthy Life
The school organises Induction Programmes to help F.1 students to adapt to the new environment: i) enhance effective learning in English through the application of information technology; ii) enhance learning skills in EMI subjects through designed programmes; enhance online learning skills and attitudes; iii) develop their problem-solving skills, build up their team spirit and assist them in setting goals through designed tasks and activities; iv) understand the school mission, vision and meet class teachers to establish home-school relationship on Orientation Day; Our College aims to develop an all-round development in moral, spiritual, cognitive, emotional, physical, social and aesthetic education. We implement these through multiple learning environments, both in our formal and informal curricula. The school canteen provides only nutritious snacks and drinking fountains are installed on all floors. Students are encouraged to develop comprehensive healthy lifestyles.

School Characteristics
School Management
<b>School's Major Concerns:</b> 1. Nurture students to be confident and motivated learners; 2. To Promote a Positive School Culture
<b>School Management Organisation:</b> Under the Incorporated Management Committee, the School Leadership Team and School Executive Committee are responsible for formulating the long-term, mid-term and short-term development strategies; There are three boards under the leadership of the School Executive Committee, including Board of Learning and Teaching, Board of Student Formation and Board of Administration. Different teams are set up to take charge of various domains of work, in order to jointly establish a campus favourable for positive growth of students.
<b>Incorporated Management Committee / School Management Committee / Management Committee:</b> Members of the Incorporated Management Committee: 7 Sponsoring Body Managers, 1 Alternate Sponsoring Body Manager, School Principal, 1 Teacher Manager, 1 Alternate Teacher Manager, 1 Parent Manager, 1 Alternate Parent Manager, 1 Alumni Manager and 1 Independent Manager
<b>School Green Policy:</b> The Environmental Education Team aims to promote sustainable development and environmental conservation. Student can develop positive attitudes and values towards the environment through the school solar energy generation system and aquaponic farming system.
Learning and Teaching Plan
<b>Whole-school Language Policy:</b> 1. Medium of Instruction: English is the main medium of instruction (except Chinese Language, Chinese History, Chinese Literature, Physical Education, Religion & Ethics, Putonghua, Liberal Studies, Citizenship & Social Development and Life Education). 2. Enriched English Environment: Morning Assemblies and Prayers are mainly conducted in English. 3. Biliterate and Trilingual: All students are required to take Putonghua from Form 1 to Form 3.
<b>Learning and Teaching Strategies:</b> 1. Implement strategic reading scheme; 2. Collaborate EMI across curriculum; 3. Develop self-directed e-learning mechanism; 4. Design interactive and positive lesson pedagogies; 5. Organise co-curricular activities.
<b>School-based curriculum:</b> 1. Electives: 3X. Biology, Chemistry, Physics, Business, Accounting and Financial Studies, Chinese Literature, Chinese History, Economics, Ethics & Religious Studies, Geography, History, Visual Arts and Information & Communication Technology 2. Curriculum highlights: Our curriculum design is student-centred and aims at the total formation of our students. The junior curriculum is balanced and comprehensive. Streaming strategy is employed in English & Chinese Language lessons. Other subjects focus on knowledge foundation and basic skills. The diversified senior curriculum allows students with different aptitudes, needs and abilities to reach their full potential. We offer 4 core subjects, 12 elective subjects in dozens of combinations and other learning experiences.
<b>Development of the Four Key Tasks:</b> i) Moral and Civic Education: In line with the Moral and Civic Education Guidelines, the Board of Student Formation tailors the form teacher period curriculum and coordinates the running of the MCE activities. It ensures that our students develop proper life values and attitudes including perseverance, respect, responsibility, national identity and initiative to undertake duties. ii) Reading to Learn: It is promoted through a whole-school approach. Time for reading and book sharing are arranged in specified reading sessions. Book exhibitions are held regularly. Students are encouraged to share the fun in reading and award schemes are designed to enrich the reading culture. iii) Project Learning: Junior form students have to take Project Learning. Working in small groups, students report their progress and submit their phased tasks to their teacher advisors. iv) Information Technology for Interactive Learning: Subject teachers practice e-learning strategies in lessons. Learning is enhanced with teacher-student and student-student interactions through the use of interactive IT tools or apps. Teachers also assign homework through e-Class and Google Classroom. Teachers of STEM Education Team further organise enquiry tasks on science and mathematics for students to challenge themselves.
<b>Life Planning Education:</b> The mission of Careers and Life Planning Team is "Striving for Excellence Actualizing our goals". We are committed to providing a wide range of information on careers and further studies for all levels of students. 1. Through individual and group counselling, we provide opportunities for students to understand their interests, abilities and aspirations. 2. Various career-related experience activities are organised to familiarise themselves with tertiary institutions. 3. For junior form students, we organise Form Teacher Periods, Life Planning Workshops and Parents’ Nights to help students set personal goals and develop knowledge, skills and attitudes. We equip students with abilities to make informed choices. 4. For senior forms, we organise various talks for students and parents to provide them with information of university admission requirements and multiple pathways for further studies. In addition, a wide range of activities, such as Job Shadowing Programme, Disney Youth Programme, Careers Day are held to help students have a better understanding of the world and themselves, with a view to planning for their career prospects.
Student Support
<b>Whole School Approach to Catering for Learner Diversity:</b> Students with different learning abilities are accepted and cared for so that they can enjoy their school life and develop their potentials. Besides individual support, gifted students are also cared for. Students with potentials in languages, science, mathematics or leadership will be given chances to develop. They are nominated to join programmes organised by universities or external organizations.
<b>Whole School Approach to Integrated Education:</b> A whole-school approach is adopted to support students with special education needs. Apart from the establishment of the Individualized Learning Needs Support Team, teaching assistants are employed to cater for the students’ diversity so that those in need can be supported separately or take part in after-school counselling. A variety of activities are organised to develop individual students’ potential outside of academics. Our staff keep in touch with the parents to support students' in their studies and personal growth. In terms of external manpower and resources, different professions pay regular visits to enhance students’ abilities and learning effectiveness. For the Form 1 students, we have ‘The Big Brothers & Big Sisters Scheme’ to help them to adapt to secondary school life. Senior form students are matched with Form 1 students to give them guidance when needed. As for tests and exams, special arrangements and adjustments will be made to suit students with different special needs. The Educational Psychologists, together with the Speech Therapist, ILNS Team teachers, and social workers provide support to the relevant teachers and provide professional assessment and counseling work for cases referred by teachers.
<b>Education Support for Non-Chinese Speaking (NCS) Students:</b> 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; and organising cultural integration activities.
<b>Measures to provide adaptation for Learning and Assessment:</b> To improve learning and teaching, the school focuses on both summative and formative assessments to fine-tune teaching strategies. Formative assessment: Subject panels arrange tests and continuous assessment. Summative assessment: 1 unified test and 1 examination are arranged at the end of each term.

Home-School Co-operation and School Ethos
<b>Home-School Co-operation:</b> Every year the school organises various programmes such as Parents' Day, Parents' Nights for different forms, Parents' Talk, etc. The teachers contact parents regularly through the messenger of the parent app and Sunshine Calls.  Parents acquire better understanding of the school policies and measures through the Parent-Teacher Association. In order to facilitate home-school co-operation, parents are encouraged to express their views to schools through various channels, such as parents' surveys and focus groups. The parent-volunteer team assists the school and the community in organising voluntary services. They serve as the bridge between the school and the community.
<b>School Ethos:</b> Our School tailors the Form Teacher period curriculum and coordinates the running of various activities and voluntary services to ensure that the students can develop proper life values and positive attitudes, such as perseverance, respect, responsibility and initiative to undertake different duties.
Future Development
<b>School Development Plan:</b> The SDP focuses on two major concerns. They aim at fostering our students' two essential attributes: to be competent, committed learners and compassionate, caring as well as responsible citizens in meeting the challenges of the world. This echoes the core values of Catholic education, the Franciscan spirits as well as the school mission.  The First Major Concern for 2021-2024 is "Nurture students to be confident and motivated learners". The intended outcomes will be meeting the diverse needs of the students, strengthening the positive attributes of the students towards learning and consolidating the foundations of students both in the junior and senior forms.  The Second Major Concern for 2021-2024 is "To promote positive school culture". It is important to equip students to face challenges and build resilience.
<b>Teacher Professional Training and Development:</b> Teachers are encouraged to attend professional development courses. The School and Staff Strategic Development Team is responsible for arranging teacher development and sharing sessions. Exchange sessions among our kindergarten, primary and secondary schools are organised to make the best provisions for the students.
Life-wide Learning (including Five Essential Learning Experiences to be provided through Key Learning Areas, extra-curricular activities, co-curricular activities, etc.)
The school provides over 30 items of extra-curricular activities including academic, sports, art & services. Every student, except F.6, has to join at least 1 club. All F.1 students have to learn musical instrument to enhance their Aesthetic Development.
School Facilities
<b>School Facilities:</b> School Hall, Basketball Court, 26 Classrooms, 4 Laboratories, 2 Computer Rooms, Geography Room, Library, Reading Room, Technology & Living Room, Music Room, Visual Arts Room, STEM Room, Multi Purpose Room, Design & Technology Room, Student Support Room, Student Fitness Centre, Social Worker Room and Prayer Room.
<b>Facility(ies) for Supporting Students with Special Educational Needs:</b> Ramp, Accessible lift and Accessible toilet.
Others
The school encourages students to pursue excellence in their studies, broaden their vision and develop themselves in different domains. It sets up different scholarship schemes including IHMC 10th Anniversary Scholarship, Rex Cheng Scholarship, Kwok Pui Kiu Scholarship, etc. The Outstanding Students Award and Outstanding Achievers Award are run by the Immaculate Heart of Mary Alumni Association. The Most Improved Student Award run by the Parent-Teacher Association together with other awards sponsored by alumni, aim at cultivation of multiple intelligence among students.  The school also arranges students to join international assessments of different academic nature to set challenges for them so that they can raise their standards. In addition, cross-border learning programmes are arranged by the World Vision Development Team (e.g. Mainland China, Taiwan, Spain, Germany, Mongolia, Japan, etc.) so that students acquire opportunities to learn with and from their counterparts of various cultural backgrounds. Students can also enrich their experience by participating in various study tours.  With the strenuous efforts of the teachers, our students perform brilliantly in various aspects including sports, music, debating, drama, etc. In recent years, students have excelled in and won different titles in the inter-school STEM, Science, Mathematics competitions. In sports, our students won a number of trophies and awards in inter-school athletic events, volleyball and basketball.
Direct public transportation to School
By MTR Tuen Ma Line: Sha Tin Wai Station; By Bus: 47X, 72A, 74A, 80X, 81C, 81K, 82K, 82X, 85A, 86A, 86C, 89B, 170, 182, 240X, 249X, 281B, 287X, 982X, A41; By Mini Bus: 403, 501S, 803, 804, 809A, 809K, 812.