



梁文燕紀念中學 (沙田)

Helen Liang Memorial Secondary School (Shatin)

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### School Mission

Our school is fully committed to providing students with best possible learning environment in order to stimulate their interest in learning as well as achieving a balanced development in the moral, intellectual, physical, social and aesthetic domains.

### School Information

Supervisor / Chairman of School Management Committee	Mr. Hui Chi-fung, Cliff, PEO(ECP)	
Principal (with qualifications / experiences)	Ms. Yeung Lai Ping (B.A., CUHK, Dip. Ed., CUHK)	
School Type	Gov	Co-ed
School Motto	ERUDITIO ET COMMENTATIO	
Name of Sponsoring Body	HKSAR Government	
Area Occupied by the School	About 11000 Sq. M	Religion
Parent-Teacher Association	Yes	Past Students' Association / School Alumni Association
Incorporated Management Committee	Not Applicable	Percentage of school supervisor and managers fulfilling the training targets

### Teaching Staff Information (including School Head) in the 2023/2024 School Year

Number of Teaching Posts in the Approved Establishment	57	
Total Number of Teachers in the School	57	
Qualifications and Professional Training (% of Teaching staff)		
Teacher's Certificate / Diploma in Education	90%	
Bachelor Degree	99%	
Master / Doctorate Degree or above	46%	
Special Education Training	32%	
Years of Experience (% of Teaching staff)		
0 - 4 years	5 - 9 years	>= 10 years
23%	7%	70%

### Subjects Offered in the 2023/2024 School Year

S.1 - S.3	Chinese as the medium of instruction	Chinese Language, Technology and Living (S.1-S.2), Design & Technology (S.1-S.2), Computer Literacy (S.1-S.2), Citizenship, Economics and Society (S.1), Life and Society (S.2), Business Foundation (S.3), STEAM (S.3), Putonghua (S.1), Chinese History, History, Geography, Visual Arts, Music, Physical Education, Civic Education
	English as the medium of instruction	English Language
	Adopt a different medium of instruction by class or by group / school-based curriculum	Mathematics*, Science (S.1-S.3)*
S.4 - S.6	Chinese as the medium of instruction	Chinese Language, Citizenship and Social Development, Economics, BAFS (Business, Accounting & Financial Studies), History, Biology, Geography, Visual Arts, Tourism & Hospitality Studies (S.6), Chinese History, Information & Communication Technology (S.5, S.6), Music (S.4), Physical Education, Civic Education, Health Care Practice (S.4), Food Technology and Nutrition (S.4), Food Innovation and Science (S.5), Marketing and Online Promotion (S.5)
	English as the medium of instruction	English Language S.4, S.6 : Physics, Chemistry, Biology S.5 : Physics, Chemistry
	Adopt a different medium of instruction by class or by group / school-based curriculum	Mathematics, Mathematics (Extended Part - Module 1)

\* Subjects with extended learning activities (ELA) in English

## Subjects to be Offered in the 2024/2025 School Year

S.1 – S.3	Chinese as the medium of instruction	Chinese Language, Technology and Living (S.1-S.2), Design & Technology (S.1-S.2), Computer Literacy (S.1-S.2), Citizenship, Economics and Society (S.1-S.2), Business Foundation (S.3), STEM (S.3), Putonghua (S.1), Chinese History, History, Geography, Visual Arts, Music, Physical Education, Civic Education
	English as the medium of instruction	English Language
	Adopt different medium of instruction by class or by group / school-based curriculum	Mathematics*, Science (S.1-S.3)*
S.4 – S.6	Chinese as the medium of instruction	Chinese Language, Citizenship and Social Development, Economics, BAFS (Business, Accounting & Financial Studies), History, Biology, Geography, Visual Arts, Tourism & Hospitality Studies, Chinese History, Information & Communication Technology, Music (S.4), Physical Education, Civic Education, Applied Learning courses (S.4), Health Care Practice (S.5), Food Technology and Nutrition (S.5)
	English as the medium of instruction	English Language S.4, S.5 : Physics, Chemistry, Biology S.6 : Physics, Chemistry
	Adopt different medium of instruction by class or by group / school-based curriculum	Mathematics, Mathematics (Extended Part - Module 1)

### Class Structure & Chargeable Fees (2023/2024)

\* Subjects with extended learning activities (ELA) in English

	S1	S2	S3	S4	S5	S6
No. of classes	4	4	4	4	4	4
School Fee	-	-	-	-	-	-
Tong Fai	-	-	-	-	-	-
Parent-Teacher Association Fee	\$100					
Student Union / Association Fee	-					
Approved Charges for Non-standard items	\$100 (SMI Fee)					
Other Charges / Fees	CCA (S.4 to S.6): \$151					

### Remarks

The mode of instruction of Mathematics and Science (S.1-S.3) of one class is English this year.

Our school will offer Applied Learning courses on the campus. Students may enrol in courses offered by external course providers approved by EDB in spare time.

## 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 2024).

The criteria of S.1 discretionary places admission are as follows:

1. School results – 30%; 2. Conduct – 20%; 3. Extra-curricular activities, school services & awards – 10%; 4. Interview – 40%.

The criteria of S.1 discretionary places admission are as follows (If interview cannot be arranged):

1. Rank Order (provided by EDB) – 60%; 2. Conduct – 30%; 3. Extra-curricular activities, school services inside and outside of school & awards – 10%.

### Orientation Activities and Healthy Life

S.1 Orientation and Parents' Day take place in July. School Information Day will be held on 18 November 2023. Our school also organises S.1 Summer Bridging Courses for English and Mathematics and has also joined the School Sports Outreach Coaching Programme organised by LCSD.

## Helen Liang Memorial Secondary School (Shatin)

<b>School Characteristics</b>
<b>School Management</b>
<p><b>School's Major Concerns:</b>  Major Concern 1: To strengthen the learning culture and deepen students' self-directed learning skills.  Major Concern 2: To promote values education and enhance personal qualities.</p>
<p><b>School Management Organisation:</b>  The School Management Committee (SMC) was set up since 1999 to achieve efficient and effective school management. The SMC sets long term goals and development plans for the school while implementation and review of policies are carried out by School Policy Committee, Academic Affairs Committee, Curriculum Committee, Values Education Committee, STEARM Education Committee and e-Learning Committee. We have different committees like Co-Curricular Activities Committee, Life Education Committee, Career and Life Planning Committee, Discipline Team, Counselling Team and Student Union to implement programmes catering for students' needs.</p>
<p><b>Incorporated Management Committee / School Management Committee / Management Committee:</b>  SMC Committee Members: Chairperson (Delegated by Education Bureau), School Head, 2 community members, 2 PTA representatives, 2 alumni association representatives, and 2 teachers.</p>
<p><b>School Green Policy:</b>  Goal: To promote environmental education, regulate electricity &amp; paper usage.  Measures:  Janitors switch off the power when the classroom is not in use;  Office Clerks shut down the computers through the main switch;  Install ventilation systems, energy-efficient ceiling fans &amp; cleaning of air-conditioning units at time interval;  Affix energy saving stickers on all power switches;  Install sensor faucets, energy-efficient lighting systems &amp; power switch sensors in every washroom;  Put paper recycling collection boxes in staff rooms and classrooms;  Print on both sides of the paper and reuse single-side printed paper;  Collect cartons &amp; papers for recycling by the EDB &amp; EPD contractors.  Facilities:  Green campus and install solar panels on rooftop.  Education:  Encourage students to participate in environmental conservation activities.</p>
<b>Learning and Teaching Plan</b>
<p><b>Whole-school Language Policy:</b>  Under the fine-tuning of the medium of instruction (MOI) policy, our school adopts a progressive approach to finding a suitable medium of instruction based on students' language abilities with some subjects using English as the MOI.</p>
<p><b>Learning and Teaching Strategies:</b>  1. To raise and enhance students' academic standards, Enhancement and Enrichment programmes for different subjects are offered at school based on students' exam performance. In 2022/23, 12 subjects offered Enhancement and Enrichment programmes, including core subjects such as Chinese Language, English Language, Mathematics, and Liberal Studies, with a total of more than 35 different course contents. In 2022/23, our school offers study classes to help elite students obtain outstanding results in the HKDSE.  2. To raise the learning efficiency in classroom, STEAM programmes and e-learning activities are promoted to create an interactive learning environment.  3. To organize Enhancement and Remedial Programmes for English and Mathematics for Form 1 and Form 2 students  4. To provide an English-rich environment and to increase students' exposure inside and outside the classroom, various programmes and activities are running regularly, including School-based Guided Reading Program, English drama lessons, English Week, English Speaking Days, English Morning Assemblies, English Ambassador Scheme. A wide collection of the latest movie DVDs is also available in the Computer-Assisted Learning room for students' viewing and enjoyment. In addition, the English department has worked collaboratively with different content subject departments to design language across the curriculum teaching resource packages and lessons to enhance students' learning of content subject knowledge through English. Summer bridging courses are also run for students in different forms, including Pre-S.1 Summer Bridging Courses for English and Mathematics.  5. To widen students' exposure and perspectives of different cultures, our school annually arranges Overseas Exchange Programmes to various places, e.g. "Zhuhai Aviation Technology Exploration Tour " and "Fencing Exchange with Guangzhou Polytechnics of Sport cum Historical and Artistic Cultural Tour." etc.</p>
<p><b>School-based curriculum:</b>  1. Electives: 3X. Our school offers 3 electives AND Applied Learning Course for students' choices in 2023/2024  2. Curriculum highlights: S.3: STEAM</p>
<p><b>Major Renewed Emphases in the School Curriculum:</b>  Reading to learn, information technology for interactive learning, Organize Learning Skills Workshops, such as note-taking skills workshops and memory enhancement workshops. cooperative learning, graded exercise, Art Therapy, project learning, strengthening values education including Moral, Civic and National Education.</p>
<p><b>Life Planning Education:</b>  Assist students in life planning, personal growth and development.  1. Self-awareness and development  Utilize assessments such as "My Career Planning Journey" and "Career Map" provided by the Education Bureau for vocational orientation evaluation tests, supplemented with "My E-Classroom" to plan life strategies and activities, allowing students to understand themselves and explore personal aspirations.  2. Career exploration  Provide experiential activities related to work, such as Business-School Partnership Programme, Youth Employment Start, Labour Department, Employees Retraining Board, and Hong Kong Association of Guidance Teachers. Organize lectures/workshops and job shadowing activities, enabling students to gain knowledge about the latest employment training, job opportunities, employment skills, and trends in the working world.  3. Career planning and management  Organize seminars for further education and parents, enabling students and parents to grasp the latest trends in further education. Organize workshops on interview skills and mock interviews, helping students master the basic requirements and techniques of interviews. Provide information on summer job guidelines.</p>
<b>Student Support</b>
<p><b>Whole School Approach to Catering for Learner Diversity:</b>  Our school provides programs for integrated education.</p>
<p><b>Whole School Approach to Integrated Education:</b>  Our school endeavours to build a loving and caring campus through whole school approach to integrated education. A student support team led by the SENCO has been established. Through optimal use of the Learning Support Grant and the enhanced measures, we provide individualized support services and programmes to cater for students with special educational needs and administer curriculum and assessment accommodations. We also maintain close communication with parents to help strengthen Home-school cooperation so as to fully develop students' potential and enhance their personal growth.</p>
<p><b>Measures to provide adaptation for learning and assessment:</b>  While Continuous Assessment is 30% of the total subject mark, Examination is 70%.</p>

<b>Home-School Co-operation and School Ethos</b>
<b>Home-School Co-operation:</b> The Parent-Teacher Association (PTA) is set up to promote and foster cooperation and communication between the school and parents. It has also organised a range of activities, including the Annual General Meeting, Interest Classes, Family Trip and the Parents-Also-Appreciate-Teachers Drive to further bring parents and the school closer.
<b>School Ethos:</b> Promote positive values education; provide necessary training and activities according to students' characteristics and needs; Nurture and build up students' positive self-concept and self-confidence for personal growth and development; Encourage students to be proactive in the planning of learning and life goals in order to help them understand, develop, and unleash their full potential; Cultivate into students a sense of responsibility, civic-mindedness, law-abidingness, and acceptance of basic values and norms with appropriate rewards and punishments; Enhance students' emotional, mental and spiritual health through interactive Life Education lessons.
<b>Future Development</b>
<b>School Development Plan:</b> In order to improve teaching effectiveness and establish good personal qualities, the school develops a three-year development plan for 2021-2024: 1. Major Concern 1: To strengthen the learning culture and deepen students' self-directed learning skills; 2. Major Concern 2: To promote values education and enhance personal qualities.
<b>Teacher Professional Training and Development:</b> School-based teacher training is organised regularly and all teaching staff are encouraged to participate in external professional sharing and training in order to enhance teaching efficiency. A Mentor System is also set up to provide guidance to new teachers to smoothly adapt to the school. Peer Lesson Observations and co-teaching are also highly encouraged to raise teaching standards.
<b>Life-wide Learning (including Five Essential Learning Experiences to be provided through Key Learning Areas, extra-curricular activities, co-curricular activities, etc.)</b>
There are 31 clubs/societies at the school, including Chinese Society, English Society, Mathematics Society, Debating Team, Art Club, Youth Explorer Society, Chinese Orchestra, Orchestra, Choir, Dance Club, Home Economics Club, STAEM Society, Drone Society, Flight Simulator Club, Drama Club, Fencing Club, Sports Club, Gardening Club, Community Youth Club, Junior Police Call, Flag Raising Team, Taekwondo, Civil Aid Service Hong Kong, Red Cross Society, Society of Animal Ecology, and One Person One Uniform Scheme etc. to provide diversified activities.
<b>School Facilities</b>
Number of Classroom(s): 48
<b>School Facilities:</b> 28 standard classrooms with air-conditioning system and 20 special rooms (laboratories, English Language room, Chinese Language room, computer room, MMLC, and resource room) in addition to school hall, library, self-study room, multi-purpose room, student activity room, indoor playground, basketball court, amphitheatre, climbing wall, etc.
<b>Facility(ies) for Supporting Students with Special Educational Needs:</b> Accessible lift and Accessible toilet.
<b>Others</b>
Student Scholarships: HLMSS Scholarship, HLMSS PTA Scholarship and HLMSS Alumni Scholarship Training Day Camps for different forms and various overseas exchange programmes to broaden students' horizons and develop their potentials. Awards in Open competitions, e.g. 59th School Dance Festival Grade A Award, 9th Asian Children and Youth Music Competition Orchestra High School Group Champion, Government Secondary Schools Learning Circle: AI Education 2022-2023 (AI Innovation contest) Gold Award, SCOLAR English Alliance 2022 /23: Experiencing 21st Century English Writing with e-Learning Tools Certificate of Excellence, micro:bit Model Hovercraft Competition Fun Day Competition Champion, "You" Travel. China Inspection Tour Itinerary Design Competition Champion, CLP Power Hong Kong "Green Joy Ambassador" Ambassador Program Outstanding "Green Joy Ambassador", 2022-2023 "Golden Pen Cup" Chinese Literature On-site Creation Competition First Prize, Hong Kong Children and Youth Music Competition 2022 Secondary School Orchestra Group Champion, Hong Kong Primary and Secondary School Fancy Skipping Open Competition Hong Kong Driving School Cup - Secondary School Girls' A Group 3-Minute Bicycle Step Champion, 2022-2023 Hong Kong Inter-School Indoor Rowing Virtual Cup (Hong Kong) Women's A Group 500m Champion, 2022-24 Sha Tin District "Green Ribbon" "Friendly, Together, Love Flowing" Neighborhood Mutual Assistance Painting Competition High School Group Champion, Guangdong-Hong Kong-Macao Greater Bay Area Mathematics Competition Greater Bay Cup Preliminary Competition 2023 (Hong Kong Region) First Prize, 2nd National Security Education General Education Inter-School Challenge Runner-up, Inter-School Music Competition 2022 Secondary School Small Ensemble (Chinese Music) Silver Award, Hong Kong Youth Fencing Elite Competition and Sports Expo 10th Anniversary Cup Men's Sabre Under 16 Runner-up, Hong Kong Primary and Secondary School Environmental Wind Turbine STEM Creative Competition New Territories East District Preliminary Inter-Team Maximum Power Generation Award Third Place, 2nd Dance It! Hong Kong Young Children and Youth Dancer Competition 2022 Runner-up, Official Secondary School STEM Innovation Competition Special Research Third Place, 2022-2023 National Youth Language Knowledge Competition 'Elite Cup On-site Essay Preliminary (Hong Kong Division) Junior Group Second Prize, National Patriotic Knowledge Competition School Sector Senior Group Third Runner-up, 2023 Hong Kong Inter-School Constitutional and Basic Law Quiz Most Active Participating School Award, 13 ACGs Environmental Design Charrette Silver Award, Sustainable Development Award, and My Favorite Booth Design Award, 2023 Asian International Mathematical Olympiad Open (AIMO Open) Silver Award, etc.
<b>Direct public transportation to School</b>
Public transportation near the school: Buses: 46X, 46P, 80, 81S, 85B, 88K, 286X, 281M; Public Light Buses: 803, 803K, 804; MTR Station: Hin Keng Station (Tuen Ma line).