



Jockey Club Sarah Roe School



School Annual Implementation Plan 2011-12

Prepared 26 August 2011

Endorsement by Principal	SIGNED..... NAME: Alan Howells DATE 1 September 2011
Endorsement by School Council	SIGNED (Chair)..... NAME: Virginia Wilson DATE 1 September 2011

Annual Implementation Plan

Priority Area A: Teaching and Learning

Specific Targets:

1. Develop the JCSRS PLP (Primary Learning Programme)
2. Launch the iPad scheme to support students' communication and classroom learning
3. Use Active Inspire and other new softwares in teaching
4. Adopt TEACCH approach to encourage independent learning
5. further develop career development service
6. further develop PE / sports curriculum

Key Strategies	Lead	Timeframe	Resourcing	Evidence	Status
1a) Embed the sensory approach in the PLP	Robert	on going	1 day supply day for each teacher	sensory approach adopted in teaching suitable to the needs of the students parents' feedback obtained, year 1 cycle evaluated, year 2 cycle developed and shared with the school council	
1b) evaluate year 1 cycle		Dec 2011			
1c) develop year 2 cycle medium term plan		Feb 2012			
1d) publish PLP on school website		Oct 2011	Printing cost		
1e) introduce PLP to parents in PTA evening		Oct 2011			
1f) print out the PLP package for parents		Oct 2011			

2a) introduce the scheme to parents 2b) train staff in Apps use 2c) purchase the iPads 2d) train students and parents 2e) evaluate the effectiveness of the use of iPads in learning	KC, Sheung Ho, Carol & Michael	Oct 2011 Oct 2011 Oct 2011 Nov 2011 Jun 2012	Parents pay for the iPads, supported by funding from fund raising events	iPads purchased and in use by the students. Evaluate the effectiveness of the use of iPad by whole school staff and parents	
3a) purchase Symwriter, First key III and SEN worksheet 3b) train staff 3c) include ICT lessons in time table 3d) evaluate the effectiveness of the use of Active Inspire, various software and web learning	Carol	Nov 2011 On going Jun 2012	£906 £225	Software purchased and in use. Evaluation carried out	
4a) train staff 4b) set up TEACCH work stations in classroom and use visual schedules in various learning environments 4c) share progress with parents and train parents	Kit & Hanna	Sept 2011 Oct 2011 Feb, Jun 2012	Set up costing \$2,000	TEACCH approach adopted and students' progress are evaluated with parents.	

5a) include catering, horticulture, car washing knowledge and skills in vocational training	Heidi, Jackie	On going	\$2000 per month	Canteen and vocational programmes set up. Students' progress are evaluated with parents.	
5b) set up a JCSRS canteen as a training base for JCSRS and LSC students		Sept 2011			
5c) link up vocational training with Eco garden project		Mar 2012	Sponsored by government if application approved		
6a) provide a wider range of sports activities for students e.g. sailing, sports day, overseas trip	Jackie, Mike Kit	On going	\$10,000	Activities organized and students progress made	
6b) organize after school extra curricular activities		Oct - May	Parents pay for the cost		

Priority Area B: Governance & Leadership

Specific Targets:

1. further develop SEN service and multidisciplinary support
2. redefine SMT roles
3. involve EAs in staff meeting
4. develop a 3 year budget plan
5. Review school policies
6. Include teaching and learning update in school council

Key Strategies	Lead	Timeframe	Resourcing	Evidence	Status
1a) develop CPD opportunities for a wider range of staff in ESF 1b) provide specific support to other ESF staff / students upon request 1c) provide access by other students to use JCSRS facilities 1d) JCSRS staff work with ESF Therapy Centre team to provide a one-stop service for SEN	Alan & Kit	On going	Staffing from JCSRS and ESF therapy team	Staff's SEN awareness and knowledge raised. Students receive necessary support.	
2a) SMT roles redefined 2b) staff informed	Alan & Kit	Aug 2011		Staff informed	
3a) EA representatives from each class attend Friday afternoon briefing 3b) Staff meet on Wednesday mornings to discuss particular students' issues	Kit & Robert	On going		EAs' contribution and involvement in school increased	
4) develop a 3 year budget plan using ESF format	Alan, Kit & Robert	Sept 2011		Budget plan developed and shared with school council sub committee	

5a) review school policies – Term 1 - Social studies and English 5b) Term 2 - assessment and target setting, Health and safety, inclusion	Sandra Lorna Kit Robert	Nov 2011 Feb 2012		Policies reviewed and approved by School Council	
6a) include teaching and learning topics in each school council meeting	Kit to invite relevant staff	On going		Increase school council members interest and knowledge in school programmes	

Priority Area C: Support staff & Administration

Specific Targets:

1. liaise with ESF to develop a EA structure
2. apply consistent standards and practice by support staff
3. provide opportunities for support staff's professional development and further study opportunities
4. re-design the new school prospectus
5. upgrade the library system
6. re-design the school website

Key Strategies	Lead	Timeframe	Resourcing	Evidence	Status
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1) propose a 2 tier EA system to ESF to further support students' learning	Alan	Jan 2012		Proposal written and discussed with HR / Heather	
2a) apply consistent standards and practice in health and safety, dress code, behavioral management	Kit & Robert	On going		Standards raised	
3a) organize EA INSET (see professional learning plan) 3b) staff are encouraged to further study and school provide opportunities for teaching practice	Kit	On going		EAs attend INSET More support staff attend a wide range of workshops and / or pursue further study courses.	
4) combine with ESF Therapy Centre Team to produce a new prospectus	Robert & Sally	Dec 2011	\$5000	New prospectus printed	
5) Upgrade the library system to Oliver 5b) sharing of resources with the ESF Therapy Centre	Michael & Alana	Sept 2011	\$10000	Staff trained to use the new system, resources catalogued under the new system	

6) re-design a more interactive school website by including students' platform together with the ESF Therapy Centre	Carol, Sally & Michael	Dec 2011	\$25000	A new interactive website developed	
7) all G/F toilets and nurse room are reconstructed	Alan & Winnie	Apr – Aug 2012	From ESF funding	G/F toilets and nurse room are reconstructed	

Priority Area D: Culture and partnership for learning

Specific Targets:

- 1) widen inclusive education opportunities
- 2) develop link with local community and other international schools
- 3) develop a whole school approach

Key Strategies	Lead	Timeframe	Resourcing	Evidence	Status
1a) further develop link with BHS, KJS, Peak and KGV to have more integration opportunities for JCSRS students	Robert, Lorna and Jackie	Sept 2011	EA support	Students get appropriate integration placements – mainstream classroom integration/ play time social integration / use of specialist room facilities / social interaction opportunities	
2a) develop link with HKIE, EDB by joining their professional development workshops, meetings 2b) co-organize autism conference 2c) develop link with international SEN schools 2d) open JCSRS for visitors					
3a) develop a whole school approach in behavior management in using TEAM Teach, ABA, visual schedules 3b) organize appropriate staff INSET 3c) promote a whole school approach in positive regard	Kit	On going	CPD	Consistent use of various approaches and students' progress made	

Professional Learning Plan

Activities	Target Group	Timing	Lead	Resourcing	Evidence
Priority 1: organize and provide induction training for new EAs INSET (see appendix 1)	New EAs	Aug – mid Oct 5 Wed afternoons, 1 hour each	Kit	\$25000	New EAs get basic knowledge and skills on various areas e.g. PECS
Priority 2: Organize INSET for all EAs (see appendix 2)	All EAs	Nov – Mar 2012 9 sessions, 1 hour each	Kit		EAs' knowledge and skills on various areas improved
Priority 3: Whole school CPD a. TEACCH & Elklan c. sensory education d. behavioral management by Pyramid	All staff	12/9/2011 28/11/2011 30/4/2012	Kit & KC Robert Kit		Staff's knowledge and skills on specific areas improved
Priority 4: CPD across ESF (See appendix 3) Adaptive PE, Career Development Service	Secondary LSC staff	30/9/2011	Kit, Mike, Heidi		Staff's knowledge and skills on specific areas improved