

Annual Report

To: Chief School Development Officer ()/ Joint Office for Kindergartens and Child Care Centres

2021-2022 School Year

Annual Report on Measures related to Safeguarding National Security and National Security Education

School Name: SKH Lam Lau Mow Secondary School

Area	Measures	Implementation Situation	Effectiveness and Reflection
School Administration	1. Form a working group on safeguarding National Security and Promoting National Education to review the current situation and provide a preliminary plan of various measures to safeguard National Security and promote National Education.	<p>A working group on safeguarding national security and national security education was formed in June 2021. The members included the principal, 2 vice principals, the head of citizenship and social development, and 2 other teachers.</p> <p>The plan was discussed in the SASIC meeting and approved by the IMC. The relevant documents submitted to the IMC for endorsement and to EDB before 31st August, 2021.</p>	The working group formulated a work plan on various areas, and compiled a school-based procedural manual to list out strategies, guidelines and contingency measures to duly prevent political activities from permeating the school.
	2. Form a National Security Education Committee: - To plan and formulate related policy;	A National Security Education Committee was formed. The school-based policies and guidelines related to safeguarding	The policies and guidelines related to safeguarding national security were compiled in the staff handbook

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School Administration	<ul style="list-style-type: none"> - To oversee implementation of National Security Education through formal curriculum in various subjects/ key learning areas; - To oversee implementation of various school-based guidelines for safeguarding National Security. - To organize and coordinate related learning activities, including form period materials, assembly talks and related visits, etc. and to support teachers in carrying out these learning activities; - To collect feedback from stakeholders about effectiveness of these learning activities; 	<p>national security were formulated and implemented.</p> <p>The functions of the committee were mentioned in the staff handbook. It was composed of two sub-committees to oversee the formal curriculum and informal curriculum.</p> <p>For the formal curriculum, guidelines were given to infuse the elements of NSE in different subjects for the first year. The teaching schedule should include NSE and the relevant learning materials would be kept for two years.</p> <p>For the informal curriculum, assembly talks (online), competitions (junior forms), and board displays related to National Security Education were held.</p>	<p>and announced on different occasions. The staff were aware of the importance of national security.</p> <p>For the formal curriculum, the committee gave a clear picture on the elements of NSE infused in different forms and different subjects.</p> <p>For the informal curriculum, students had a better understanding of the importance of national security education as they could learn by various means. In order to make the flag-raising ceremony more effective, the school could set up one more committee specifically for organize Flag Raising Ceremony.</p>
	<ol style="list-style-type: none"> 3. To formulate strategies and contingency measures to prevent political activities from permeating the school. 4. To refine the school's mechanism and procedures for organizing activities to ensure that activities to be held under the 	<p>The strategies and contingency measures to prevent political activities from permeating the school were formulated.</p> <p>The school's mechanism and procedures for organizing activities were refined in</p>	<p>The strategies, measures and procedures were compiled in the staff handbook and announced on different occasions.</p>

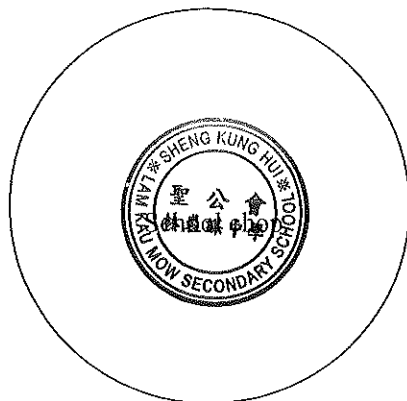
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	name of school do not involve acts and activities that endanger national security.	order to make sure that National Security Law was observed.	The staff were aware of the importance of national security. Permeation and acts that endanger national security were avoided.
	5. To attach EDB guidelines on Implementation of National Security Education and Upholding teachers' professional ethics in staff handbook for teachers' reference.	The related documents were attached in staff handbook. Some important points were highlighted in the first staff meeting.	All teachers were aware of the implementation of national security education and professional code.
	6. To arrange Flag Raising Ceremony and nurture students about appropriate etiquette before and during the Flag Raising Ceremony.	Appropriate etiquette was emphasized before the Flag Raising Ceremony and the ceremony was held every week and on special occasions.	Students showed appropriate etiquette during the Flag Raising Ceremony.
	7. To refine the mechanism and procedures for management of school premises (including the hiring out of school facilities) to ensure the school activities will not involve acts or activities that endanger national security.	The mechanism and procedures for management of school premises were amended so that the activities would not involve acts that endanger national security.	Acts or activities that may endanger national security were avoided. The borrowing form of the school facilities was revised. The regulations about abiding by the National Security Law were included and highlighted.
	8. To conduct regular review of library collection so that messages that threaten National Security will not be disseminated through library collection.	The library collection was regularly examined. The books that may pose a threat to national security have been written off. Librarian also examined the content of all new books purchased.	Students were not able to assess any books with messages that threatened national security.

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			It's time consuming to review the library collection. The suspicious ones can be removed from shelves for further reviewing the content.
	9. To enable staff to know relevant information related with National Security Law and Education during staff meeting or through messages in E-class.	The relevant information related with National Security Law and Education were announced during the staff meeting or disseminated through messages in E-class.	Teachers were aware of the importance of National Security Law and education.
Staff Professional Development and Staff Management	<ol style="list-style-type: none"> 1. To hold school-based staff development programme to enhance teachers' understanding of National Security Law and its implementation in education on 27/10/2021. 2. To inform teachers about and to encourage them to join seminars/ workshops organized by EDB on Basic Laws and National Security Education. 	<p>A school-based staff development programme (seminar) was held on 27/10/2021.</p> <p>The guidelines for professional development regarding Basic Laws and National Security Education were disseminated.</p> <p>Information of seminars related to NSE was released by teachers in charge of staff development regularly.</p>	<p>All teachers attended the school-based staff development programme. The feedback of teachers was good. Most teachers agreed that the programme raised their awareness of the changes to school practices after the implementation of the National Security Law.</p> <p>Most teachers agreed that the programme improved their understanding of National Security Law and its implementation in education.</p> <p>Many teachers attended at least one workshop this year.</p>
	1. To uphold teachers' professional ethics, teachers are reminded about the professional ethics as set in the Code for	These policies are briefed in the first staff meeting before the start of the school year 21-22.	Teachers were aware of the importance of National Security Law and education.

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	<p>Education Profession and relevant policies listed in teachers' handbook including those for safeguarding National Security in the first staff meeting of every academic year.</p> <p>2. Refine the policy on handling complaints with reference to the new EDB guidelines and in consultation with various stakeholders.</p>	<p>The policy on handling complaints with reference to the new EDB guidelines was refined in August 2021.</p>	<p>The school can follow the refined policy to deal with complaints.</p>
Learning and Teaching	<p>1. Teachers infuse elements of National Education through their respective formal curriculum and life-wide learning activities.</p> <p>2. Form period materials are refined to include priority values of "Law-abidingness" and "Empathy" as part of informal curriculum.</p> <p>3. Talks, game stalls, visits to museums and historical places, quizzes, etc. are organized on OLE day, Open Day and post-examination periods for promoting Chinese Culture and National Identity.</p>	<p>Elements of National Education were infused with the formal curriculum plan. The plan was shown in the teaching schedules and reviewed at the end of the term. Most departments completed and evaluated their plans.</p> <p>The values of "law-abidingness" and "empathy" were covered in the form period materials.</p> <p>Talks, quizzes, and visits to museums and historical places were organized to promote Chinese culture and national identity.</p>	<p>Students were able to learn the importance of national security education through different subjects and life-wide learning activities. There strategies for improvement would be included in their annual plan in the coming year.</p> <p>More than 90% of students learned the values of "law-abidingness" and "empathy" through the class-time programme.</p> <p>Chinese culture and national identity were strengthened through the activities organized.</p>

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	<ol style="list-style-type: none"> 1. Class Teaching, textbooks, learning materials and assessments are closely monitored for their appropriateness and quality. 2. Teachers should keep a full set of worksheets, test papers and examination papers for at least two years for inspection if necessary. 	<p>The appropriateness and quality of class teaching, textbooks, learning materials and assessments are closely monitored by subject coordinators.</p> <p>The softcopy of the learning materials including the worksheets, test papers and examination papers were preserved for inspection.</p>	<p>Textbooks, learning materials and assessments that may pose threats to national security have been removed.</p> <p>The relevant materials were stored on the school's server.</p>
Student Guidance, Discipline and Support	<ol style="list-style-type: none"> 1. To refine school-based guidelines of handling incidents/ students involving political propaganda in schools with reference to previous experience and stakeholders' feedback. 2. To nurture students in understanding their civic duties as good citizens through talks or Recognition Scheme. 	<p>The school-based guidelines of handling incidents/ students involving political propaganda in schools were refined.</p> <p>Students' understanding of their civic duties was nurtured through assembly talks</p>	<p>The staff were aware of the guidelines and the school would follow them to handle incidents / students involving political propaganda in schools.</p> <p>This year the school failed to make use of the school-based Recognition Scheme to praise students who displayed a good citizen's acts. The school could encourage teachers to make use of the scheme to promote the quality of good citizens.</p>
Home-school Cooperation	<ol style="list-style-type: none"> 1. To provide parents with information related to National Security Education through the talks and/or parents' letters at appropriate times. 2. To encourage the PTA to organize activities related to National Security Education at various scales. 	<p>Due to the pandemic of COVID-19, it was unable to organize "entity" talks for the parents.</p> <p>The school had encouraged the PTA to organize activities related to National Security Education. However, due to the</p>	<p>If the situation permits when the pandemic subsides, the school would work with the PTA to organize talks to promote national security.</p>

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		pandemic of COVID-19, the PTA was unable to organize relevant activities.	Visit to the Hong Kong Palace Museum or the Hong Kong Museum of history can be organized.



Signature of supervisor: _____ *Paulina*

Name of supervisor: Ms. Wong Lai Fun Paulina

Date: 10 NOV 2022

Note:

1. **In the 2020/21 school year**, schools should focus on reviewing their current situation in order to take forward some feasible measures as soon as possible, and to plan for the work of the coming school year (i.e. 2021/22). The **review report of the current situation** (including measures that are being planned, or have been fully/ partially implemented) (please refer to the template for part (1) review report of current situation in this Appendix), together with the **work plan for the 2021/22 school year** (please refer to the template for part (2) work plan in this Appendix) should be submitted to their Incorporated Management Committee/ Management Committee/ School Management Committee/ school operator for perusal and endorsement. The endorsed documents should be **submitted to the EDB by the end of August 2021**.
2. **Starting from November 2022**, schools should, in accordance with their stipulations of this set of guidelines, **submit the annual report and work plan** (please refer to the templates for part (2) work plan and report in this Appendix) as endorsed by their Incorporated Management Committee/ Management Committee/ School Management Committee/ school operators **to the EDB by the end of November every year** (e.g. the annual report for the 2021/22 school year and work plan for the 2022/23 school year should be submitted **by the end of November 2022**).