

**Hong Kong Baptist University Affiliated School Wong Kam Fai Secondary and Primary School (Primary Section)**  
**Plan on Sister School Exchanges**  
**2021-2022 School Year**

Name of the Mainland Sister Schools:

1. 廈門海滄區延奎小學
2. 廣州華師附中番禺學校
3. 湖北省武漢市常青第一學校
4. 北京育才學校

**Part A: Exchange activities with sister school**

Item No.	Name and Content of the Exchange Activities	Intended Objective(s)	Monitoring/ Evaluation	Estimated Expenditure
1	Yankai School (廈門海滄區延奎小學) <ul style="list-style-type: none"> <li>• Arrange “Pen Pal” activity for G4 to G6 students to build friendship with students from Yankai School.</li> <li>• Arrange video conferences for Cultural Ambassadors with Yankai School to enhance students’ Putonghua proficiency and to promote cultural exchange.</li> <li>• Organize the “Cheer-up Sister School” program to stay connected with Yankai teachers and students.</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 rounds of letter exchange can be arranged and 70% of participants agree that the activity helps them to build friendship.</li> <li>• At least 1 video conference is arranged for students and 70% of participants agree that the activity enhances their confidence in communicating in Putonghua.</li> <li>• At least 1 cheer-up activity is arranged each term. Students use creative ways such as drawings, photos, and slogans to cheer up Yankai School.</li> </ul>	<ul style="list-style-type: none"> <li>• Activity survey</li> <li>• Activity record</li> <li>• Team sharing</li> </ul>	\$2,000

Item No.	Name and Content of the Exchange Activities	Intended Objective(s)	Monitoring/ Evaluation	Estimated Expenditure
2	<p>Panyu School (廣州華師附中番禺學校)</p> <ul style="list-style-type: none"> <li>• Arrange “Pen Pal” activity for G4 to G6 students to build friendship with students from Panyu School.</li> <li>• Arrange video conferences for Leadership heads with Panyu School to enhance students’ Putonghua proficiency and communication skills.</li> <li>• Organize the “Cheer-up Sister School” program to stay connected with Panyu teachers and students.</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 rounds of letter exchange are arranged and 70% of participants agree that the activity helps them to build friendship.</li> <li>• At least 1 video conference is arranged for students and 70% of participants agree that the activity enhances their confidence in communicating in Putonghua.</li> <li>• At least 1 cheer-up activity is arranged each term. Students use creative ways such as drawings, photos, and slogans to cheer up Panyu School.</li> </ul>	<ul style="list-style-type: none"> <li>• Activity survey</li> <li>• Activity record</li> <li>• Team sharing</li> </ul>	\$2,000
3	<p>Changqing School (湖北省武漢市常青第一學校)</p> <ul style="list-style-type: none"> <li>• Arrange video conferences for MCE Team to share good practices and experiences in teaching and learning under the pandemic and to develop friendship and build rapport with Changqing School.</li> <li>• Start to discuss and develop activities for students in more details, for example Pen Pal and video conference. <ul style="list-style-type: none"> <li>- Video-conferencing</li> <li>- Pen pal activity</li> </ul> </li> <li>• Organize the “Cheer-up Sister School” program to stay connected with Changqing School’s teachers and students.</li> </ul>	<ul style="list-style-type: none"> <li>• At least 1 video conference is arranged for teachers to stay connected through different ways of communication (i.e., email, we chat).</li> <li>• At least 70% teachers agree that the video conference meeting promotes professional development.</li> <li>• At least 1 activity is arranged for targeted students (i.e., Pen Pal or video conference).</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher survey</li> <li>• Activity record</li> </ul>	\$2,000

Item No.	Name and Content of the Exchange Activities	Intended Objective(s)	Monitoring/ Evaluation	Estimated Expenditure
4	<p>Yucai School (北京育才學校)</p> <ul style="list-style-type: none"> <li>• Arrange video conferences for MCE Team to share good practices and experiences in teaching and learning under the pandemic and to develop friendship and build rapport with Yucai School.</li> <li>• Start to discuss and develop activities for students in more details, for example Pen Pal and video conference. <ul style="list-style-type: none"> <li>- Video-conferencing</li> <li>- Pen pal activity</li> </ul> </li> <li>• Organize the “Cheer-up Sister School” program to stay connected with Yucai School’s teachers and students.</li> </ul>	<ul style="list-style-type: none"> <li>• At least 1 video conference is arranged for teachers to stay connected through different ways of communication (i.e., email, we chat).</li> <li>• At least 70% teachers agree that the video conference meeting promotes professional development.</li> <li>• At least 1 activity is arranged for targeted students (i.e., Pen Pal or video conference).</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher survey</li> <li>• Activity record</li> </ul>	\$2,000

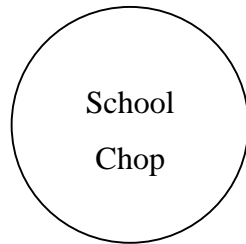
**Part B: Other resources for promoting sisters-school exchange**

	Item	Purpose	Estimated Expenses (\$)
1	Part-time project assistant	Clerical support, video editing and other preparation works for the programs	\$30,000
2	Video-conferencing facilities (Two computers and five IPAD Pro)	<ul style="list-style-type: none"> <li>• To establish stable and fluid online communication and exchange activities with sister schools under the pandemic period.</li> <li>• To provide enough equipment for students to participate in the online exchange program.</li> <li>• Students and teachers are able to produce the video clips and other materials for online exchange program</li> </ul>	\$90,000
3	Software subscription	To conduct video conferencing and to edit videos for the program.	\$10,000
4	A-moment Booklet	Publish “A-Moment” to keep sister school informed with school updates	\$15,000

**Remarks:**

- Cheer-up Sister School Program includes
  - Sharing updates from school
  - Students' creative ways of showing their care and concern for sister schools (i.e., drawing and pictures, etc.)
  - Greetings from teachers and students
  - Cultural ambassadors to produce short video to share school life, introduce different special/festival events, etc.

***This Pilot Scheme Plan has been endorsed by the Incorporated Management Committee/ School Management Committee.***



Signature of School Supervisor: \_\_\_\_\_

Name of School Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_