

True Light Girls' College
Report on Life Planning Education and Career Guidance Service 2022-2023

Objectives:	Strategies:	Monitoring/Evaluation:	Allocation of the CLP Grant:
➤ Implement and monitor the development plan for the systematic Life Planning Education and Career Guidance Service	➤ To employ 1 Teaching Assistant so that teachers in the Career Guidance Committee can focus on implementing and evaluating the development plan	➤ One Teaching Assistant was employed. <ul style="list-style-type: none"> ➤ The Programme Assistant has substantially reduced the clerical and administrative workload of teachers in the Career Guidance Committee through assisting in collecting handouts and questionnaires from students, which helps understand their needs and evaluate the effectiveness of career and life planning programmes run. ➤ The teaching load of teachers in the Career Guidance Committee has been reduced. <ul style="list-style-type: none"> ➤ The core members of the committee were allocated common free periods to co-ordinate and formulate plans and strategies to implement life planning education at school. ➤ Other teachers in the committee could focus on implementing career guidance programmes. 	➤ Employment of 1 Teaching Assistant to assist in the clerical and administrative work of the Career Guidance Committee (\$120,479.38)
➤ Enhance professional development of teachers on career education	➤ To encourage all teachers to attend relevant courses, seminars and workshops <ul style="list-style-type: none"> ➤ To organize school-based 	➤ Career teachers attended workshops / seminars throughout the year. <ul style="list-style-type: none"> ➤ Before school-based Career and Life Planning 	

<p>➤ Help students better understand their interests, abilities and orientations</p>	<p>staff development programmes on career education for teachers in different forms</p> <p>➤ Organize sharing sessions for students to understand more about different professions</p> <p>➤ Arrange workshops for students about understanding of the self,</p>	<p>Programmes including the S1 & S2 VIPS Workshops, the S3 NSS Subject Choice Counselling Sessions, S5 School-based JUPAS Workshop and S6 Group Career and Life Planning Counselling Sessions were held, all class teachers concerned and Career Teachers involved had been given clear guidelines on how to offer guidance and informative resources to students to assist them in giving proper life planning advice.</p> <p>➤ 2 life planning sharing sessions with people working in different fields and with different life experiences were held to broaden students' exposure to different jobs. They were the Life Planning Sharing Day by Professionals 2022 organized by The Chinese General Chamber of Commerce, Hong Kong on 25 November 2022, the True Light Girls' College 50th Anniversary Life Planning Sharing Day on 18 March 2023, the Hong Kong Professional Elite Ladies Sharing Day organized by the Junior Chamber International City Lady on 3 July 2023.</p> <p>➤ A wide variety of workshops were organized to help students acquire the necessary information and skills to make informed life choices.</p>	
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	goal-setting, JUPAS choice	<p>➤ List of Workshops:</p> <ol style="list-style-type: none"> 1) The True Light Bonds (TLB), an annual campaign which offers an opportunity for our students to form sisterhood bonds on a one-on-one basis in order to give each other support and guidance during their secondary school life, was run again in this academic year. <ol style="list-style-type: none"> i. The “I Have a Dream” Project was done by both S1 and S4 students in the first term and all projects were submitted at the end of November 2022. The project aims to encourage students to explore one of their dream jobs and learn about its duties, entry requirements, qualities required and how they can prepare themselves for it at school. The Sharing Session with Partners were held on 16 March 2023 to let students share the findings about their dream jobs with their mentors or mentees. ii. Sharing Sessions on Books/Articles on the Occupation or Success Story of Celebrities for S1 and S4 sister classes were held in S1 and S4 classrooms during the Reading Period on 6 October 	
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		<p>2022 to provide a chance for participating students to share what they had read and their opinions on them.</p> <p>iii. Joint PE Lessons, co-organized with the Physical Education Panel, were organized where S1 and S4 sister classes engaged themselves in a variety of sport activities so that the students can develop closer bonds with their mentors or mentees in preparation for future activities which would require more collaboration between them in the academic year. S1A and S4A attended the lessons on 3 November 2022, S1B and S4B on 25 October 2022, S1C and S4C on 27 October 2022 and S1D and S4D on 24 October 2022.</p> <p>iv. S5 classes were required to organize a career and life planning activity for their S2 sister class. To organize the S5 Students Self-Initiated Activities for S2 Mentees, S5 students were required to look for suitable resources, contact service providers and inform their S2 sisters the arrangements. An MBTI workshop was arranged for S2A on 2</p>	
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		<p>event is held annually to help students form a habit of setting both short term and long term goals as well as reviewing them in the subsequent Goal Review Workshop, which was held on 30 May 2023. S1 - S5 students, under the careful guidance of their class teachers, reviewed the goals they had set the year before to see if they had achieved the goals. If not, they examined what had hindered them from achieving them and checked whether they should adjust the goals. All students are required to attend the two annual workshops.</p> <p>3) Two S6 JUPAS workshops were held on 22 September and 12 October 2022 respectively. They provided S6 students with all essential knowledge and tips about how they should pick their JUPAS choices and how admissions officers select candidates. All participating students found the workshops useful.</p> <p>4) JUPAS Night was held on 2 December 2022 to offer students a chance to meet with students and graduates majoring in different university programmes. Surveys had been carried out beforehand to find out students' interests. Then they were assigned to</p>	
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		<p>different groups to learn about the programmes they were interested in. The survey done afterwards showed that 90% of the participating students found the activity informative.</p> <p>5) The S6 Mock Interviews were held on 15 December 2022 to teach S6 students skills they could apply when they attend university admission interviews and offer a chance for them to take part in trial interviews. Over 77% of the students agreed they helped prepare them better for future admission interviews.</p> <p>6) The S6 Mock Release of HKDSE Results was held on 20 November 2021. The workshop engaged students in a Mock Release of HKDSE Results based largely on their own predictions of their DSE results and the subsequent actions they could take according to their results so that they could have a taste of what they would have to go through after the release of their HKDSE results and be prepared to make informed choices and take appropriate actions. The evaluation survey of the workshop indicated that about 82% of the students felt positively about the activity.</p>	
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		<p>7) The S6 JA Resume Writing & Mock Interview Workshop was held via Zoom in the afternoon on 6 January 2023. Working adult volunteers had been recruited to work as interviewers to conduct mock interviews with students in breakout rooms and provide them with feedback to improve their performance. When asked about the practicality of the workshop, the students were generally positive about it.</p> <p>8) The S5 School-based JUPAS Workshop, aiming to guide students in their exploration of different jobs through understanding their personalities, career interests and realizing the importance of researching into their preferred jobs so that they would make informed JUPAS choices in S6, was held on 11 May 2023. About 80% of the surveyed students found the workshop informative.</p> <p>9) The S5 Workshop on JUPAS, held on 19 May 2023 after the school-based one, aims to provide students with an overview of local tertiary education opportunities, general information about JUPAS application as well as reminding them the actions they can take in preparation for the application in S6. Over 80% of all the participants found the</p>	
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		<p>workshop useful.</p> <p>10) The S5 JA Career Kaleidoscope: Speed Mentoring Workshop, organized by Junior Achievement Hong Kong, was held on 5 December 2022. Through speed mentoring, the young people were allowed to have a glimpse of the work in different industries and were guided to identify their career aspirations. Over 72% of the students admitted the workshop was conducive to their better life planning.</p> <p>11) The S3 Leadership Training Session, co-organized with The Salvation Army Yaumatei Integrated Service for Young People, is aimed to train S3 students to be proper mentors for the incoming S1 students when they are in S4. The session was held in the morning of 10 July 2023. Guidelines on how they can be effective mentors will be given in Career Education lessons when they are promoted to S4.</p> <p>12) The S2 Workshop on Pursuing Dreams, co-organized with The Salvation Army Yaumatei Integrated Service for Young People, was held on 20 October 2023. The aim is to guide students in their exploration of different possible life goals and</p>	
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		<p>developing the right attitude and set of values in preparation for their future studies and work. Over 95% of the students were satisfied with the workshop.</p> <p>13) The S2 JA Self-understanding and Life Plan Workshop, co-run with Junior Achievement Hong Kong, was held on 5 December 2022 to increase the students' understanding about themselves so as to guide them to make proper decisions in their career and life planning. Over 60% of the surveyed students were satisfied with the workshop.</p> <p>14) The S1 and S2 VIPS Workshops for students to understand their values, interests, personalities and strengths were held on 20 October 2021. Under the guidance of class teachers, students had the chance to develop proper values and explore their interests, personalities and strengths so as to make proper life planning decisions in the future.</p> <p>15) The Career Prefect Training Workshop attended by 42 Career Prefects was held on 28 August 2023 to equip our new Career Prefects with the necessary skills and knowledge to be responsible and efficient leaders. They were also introduced to the duties of Career Prefects. The Workshop was</p>	
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	<p>➤ Organize talks on and visits to tertiary institutions (local and overseas) and corporations to help students understand more about further study opportunities and the world of work</p>	<p>run by the 3 new Chief Career Prefects under the supervision of Career Teachers.</p> <p>➤ An array of talks and visits were arranged to help students learn more about local and overseas tertiary education and corporations to help equip them for their future studies and work.</p> <p>➤ List of talks and visits:</p> <ol style="list-style-type: none"> 1) To provide students with an overview of the structure of the Career Guidance Committee (CGC) and the activities it offers, a talk on the introduction of the CGC was held on 4 September 2022 for all students. Through the talk, they could have a clearer idea of the major events organized by the CGC and the aims of the events. 3) Under the True Light Bonds scheme, each pair of mentor and mentee was expected to visit a university open day, an overseas education expo or a career expo together so that senior form students can get prepared for the JUPAS application while junior form students can learn from their senior sisters about university admission information and have a glimpse of what university life is like. 4) 5 students from S4 to S6 attended the JA University Application & Admission 	
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		<p>Interview Seminar, organized by Junior Achievement Hong Kong, on the morning of 12 November 2022 to learn about university application and acquire information regarding admission interview requirements. All attendees found the seminar useful.</p> <ul style="list-style-type: none"> ➤ List of University Taster and Summer <ul style="list-style-type: none"> 1) An S5 student joined the CUHK Summer Clinical Attachment Programme (SCAP) 2023 to learn about the medical programme she was aspired to take. ➤ Students seized the above opportunities to explore multiple study pathways available in Hong Kong and overseas ➤ Students developed a better understanding of their target industries including their job natures, career trends and opportunities available. ➤ Students were positive about joining the programmes. 	
	<ul style="list-style-type: none"> ➤ Organize work experience scheme for students to have a taste of the world-of-work 	<ul style="list-style-type: none"> ➤ Career Live offered by St. Jame's Settlement was held on 10 February 2023 for 87 S4 students to give them a chance to have hands-on experiences of a number of jobs. The authentic work simulation experiences were expected to help the students make more informed study, career and life choices. Over 95% of the students found the 	

		<p>experiences inspiring.</p> <p>➤ A number of Business-School Partnership Workplace Experience events were organized to allow the participating students a glimpse of the industry they were interested in. They included the following:</p> <ol style="list-style-type: none"> 1) Hong Kong Ocean Park Marriot Hotel 21-23 June 2023 2) Guangbo Treatment Centre of Traditional Chinese Medicine 26-28 June 2023 3) EDB Life Planning Education Section 6-7 July 2023 4) The Project Futurus 14 & 17 July 2023 5) Hong Kong Trade Development Council 25 July 2023 6) Klynveld Peat Marwick Goerdeler (KPMG) 31 July – 2 August 2023 7) All the students agreed they had learnt useful knowledge and skills from the experiences. <p>➤ In collaboration with Junior Achievement Hong Kong, our school organized a number of workplace immersion experience activities for our students to broaden students' knowledge about different industries.</p> <p>1/ S4-S6 Workplace Immersion Opportunity at Bloomberg</p>	
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		<p>Date: 1 & 7 December 2022 & 24 February 2023</p> <p>Number of participants: 20</p> <p>Evaluation: Over 90% of the surveyed students found the experience useful.</p> <p>2/ S4-S6 Workplace Immersion Opportunity at Ant Group</p> <p>Date: 2 December 2022</p> <p>Number of participants: 15</p> <p>Evaluation: Over 80% of the student found the experience useful.</p> <p>3/ S3-S4 Government Efficiency Office Workplace Immersion Opportunity</p> <p>Date: 3 March 2023</p> <p>Number of participants: 20</p> <p>Evaluation: 85% of the participants found the experience rewarding.</p> <p>4/ S3-S5 Workplace Immersion Opportunity at Manulife</p> <p>Date: 8 March 2023</p> <p>Number of participants: 9</p> <p>Evaluation: All participants found the experience fruitful.</p> <p>5/ S4-S5 Workplace Immersion Opportunity at J. P. Morgan</p> <p>Date: 11 May 2023</p> <p>Number of participants: 7</p>	
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		<p>Evaluation: All participants found the experience rewarding.</p> <p>6/ S4-S5 Workplace Immersion Opportunity at Marsh McLennan</p> <p>Date: 24 May 2023</p> <p>Number of participants: 7</p> <p>Evaluation: All participants found the experience useful.</p> <p>➤ The S5 Summer Work Experience Programme was organized by the Hong Kong Association of Careers Masters and Guidance Masters.</p> <p>Number of participants: 1</p> <p>Aim: To offer students an opportunity to have hands-on experience in a workplace</p> <p>Evaluation: Among the 6 students who had signed up, only the successful applicants submitted the required video for selection purpose. This proves that she was eager to seize the opportunity to broaden her exposure.</p>	
	<p>➤ Conduct individual/group counselling sessions for S3 and S6 students</p>	<p>➤ The list of counselling sessions:</p> <p>1) To help S5 students with writing their Student's Self Account (SSA) for their Student Learning Portfolio (SLP) at the end of S5 and their Additional Information (AI) for JUPAS application at the beginning of S6, S5 and S6 Class Teachers were given the</p>	

		<p>SSA and AI collected as part of English assignments respectively to give comments on how the students could polish their works to highlight their strengths and increase their chance to be admitted by their preferred tertiary programmes. Some Class Teachers even initiated some individual and/or group counselling sessions to offer further help to the students.</p> <p>2) The S6 Group Life Planning Guidance Sessions were run on 24 November 2022. All S6 students participated in the activity. Both Career or Class Teachers were involved in giving guidance in small groups of 3 to 5 students. About 82% of the students found the sessions useful.</p> <p>3) Guidance was also offered by S6 Class Teachers, Career Teachers and Guidance Teachers after the HKDSE Result Release between 19 and 22 July 2023.</p> <p>4) As for S3 students, there were teacher-run Elective Subject Choice Counselling Sessions on 30 March 2023. All S3 class teachers and most Career Teachers worked as advisors and offered S3 students advice in small groups of 6-8 students based on the initial elective subject choices students had</p>	
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		<p>made earlier.</p> <p>5) The Career Aspiration Society also coordinated with the Career Guidance Committee to offer S3 Tips on Selection of Elective Subjects by S6 Students. S6 students excelling in certain elective subjects had been invited to record audio or video clips which were broadcast in S3 Career Education lessons in cycles 22 and 24 so that S3 students could learn about the curriculum of different electives, the difficulties in studying them and how they can be overcome. By observation, most students were attentive when listening to or watching the clips.</p> <p>➤ Badges were given to Career Prefects to help build their identity</p> <p>➤ After being trained on 23/8/2022, Career Prefects worked as helpers in major school career and life planning events such as Masters of Ceremony, receptionists, ushers, photographers, stewards, etc. They also helped out in various programmes under True Light Bonds and the Smiling Programme. The events/programmes/activities include:</p> <p>1) S6 Briefing Seminar on “Preparing for</p>	<p>➤ 150 badges for Career Prefects were purchased for use in the year as well as in the future. (\$3075)</p>
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<p>➤ Provide support to students through educating parents</p>	<p>➤ Promote career & life planning education through the team of Career Prefects who has a clear identity and role in the school</p> <p>➤ Arrange parent talks / workshops to promote the importance of career guidance</p>	<p>HKDSE, JUPAS & Multiple Pathways for S6 Students” (30/9/2022)</p> <p>2) S3 Seminar on Preparation for HKDSE and a Better Understanding of the Senior Secondary Curriculum” (2/12/2022)</p> <p>3) True Light Bonds Installation Ceremony (22/9/2022)</p> <p>4) TLGC 50th Anniversary Life Planning Sharing Day (18/3/2023)</p> <p>5) The Hong Kong Professional Elite Ladies Sharing Day by JCI City Lady (3/7/2023)</p> <p>6) Smiling Programme</p> <p>➤ The S6 Briefing Seminar on “Preparing for HKDSE, JUPAS & Multiple Pathways for S6 Students”, aiming to provide parents information on how to help their children to relieve their stress from the HKDSE and JUPAS, inform them of the multiple pathways for post-secondary students, JUPAS admission procedure and JUPAS score calculation, was held on 30 September 2022. All essential information was given and booklets consisting of useful information were also distributed to S6 students for reference.</p> <p>➤ The S3 Seminar on Preparation for HKDSE and a Better Understanding of the Senior Secondary</p>	
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		Curriculum for all S3 students and their parents was held on 2 December 2022 to provide attendees with all necessary information regarding the New Senior Secondary Curriculum as well as the subject selection procedure.	
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