



Information of professional development activities to be held by the Kindergarten Education Division (KGE) of Education Bureau (EDB) in the 2018/19 school year is provided in the current list. The list will be regularly updated.

Please apply for the relevant activities through the “Training Calendar System” of the EDB.

# List of Training Activities

## (Courses/Seminars/Talks) 2018/19

Curriculum Area / Theme	Target Group(s)*			Title	No. of Events / Classes	Max. Enrolment per Event / Class	Duration per Event / Class (hours)	Mode	Available in		Contact Person			Remarks
	H	M	T						Month	Year / School Year	Name	Tel. No.	Section#	
School Performance	✓	✓	✓	Annual Briefing of Quality Review on Kindergartens (2017/18)	2 sessions	400	3 hours	Briefing Session	Sept	2018	Ms Fanny YIP	2892 5962	KGI	Brief introduction: 1. Report on the overall performance of kindergartens which have undergone Quality Review (QR) in the 2017/18 school year 2. Summarise the experience of QR in the 2nd QR cycle 3. Introduce the arrangement of the 3rd QR cycle
General Managerial Skills	✓	✓	✓	Workshop on “The 7 Habits of Highly Effective People”	5 classes	20	16 (in 2 separate whole days)	Workshop	Nov	2018	Ms Mandy HO	2892 6366	KGA2	Brief introduction: To develop leadership effectiveness of kindergarten heads/deputy heads/senior teachers at three levels: i) Individual ii) Team iii) Organization
									Jan	2019				
									Apr	2019				
									Jun	2019				
									Early Jul	2019				

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General Managerial Skills	✓	✓	✓	Workshop on “Working with Media”	5 classes	20	6.5	Workshop	Dec	2018	Ms Mandy HO	2892 6366	KGA2	Brief introduction: To introduce to school administrators the main features of local mass media, knowledge and skills in answering media enquiries, crisis management and simulation exercises on media handling, etc.
									Feb	2019				
									Early-May	2019				
									Late May	2019				
									Mid-Jul	2019				
School Self-evaluation	✓	✓	✓	Promoting School Self-evaluation, Briefing Session on Performance Indicators (Kindergartens) [Re-run]	2 sessions	400	4 hours	Briefing Session	Mar	2019	Ms Fanny YIP	2892 5962	KGI	Brief introduction: 1. Help KGs understand and make use of the Performance Indicators (Kindergartens) (PIs) to enhance the effectiveness school self-evaluation for sustainable development. 2. Enable KGs to analyse work effectiveness, to investigate stakeholders’ need from various perspectives, and to formulate annual development plans.

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School Self-evaluation	✓	✓	✓	Kindergarten Experience Sharing Session: Promoting Sustainable Development Through School Self-evaluation	1 session	150	3 hours	Sharing Session	Jun	2019	Ms Fanny YIP	2892 5962	KGI	Brief introduction: Kindergartens will be invited to share their experience on improving teaching and learning through school self-evaluation.
Teaching of Chinese to Non-Chinese Speaking Students	✓	✓	✓	Learning & Teaching for Non-Chinese Speaking Students – Professional Development Programme for Kindergarten Teachers 2018/19 (Basic Course)	3	40	21	Training Course and Sharing session	Oct 2018 to Mar 2019	2018/2019	Ms Detta LEUNG	3540 6869	KGA2	
School Administration and Financial Management	✓	✓	✓	Briefing for Kindergartens on Financial Management	2 Sessions	400	2.5 hours	Briefing Session	Late Nov	2018	Ms HO Long Ping	2186 6735	KGA	Enrolment in TCS is NOT required. Kindergartens will be informed of the details of the briefing session separately.

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School Administration and Financial Management	✓	✓	✓	Briefing Session on Fee Revision for the 2019/20 School Year	5 Sessions	400	2 hours	Briefing Session	Late Jan – Early Feb	2019	Ms Mimi TO	2186 8997	KGA	Enrolment in TCS is NOT required. Kindergartens will be informed of the details of the briefing session separately.
Professional Training	✓			Kindergarten Visits to Seoul, Korea for Kindergarten Principals	1 Session	36	24 hours (5 days)	Study Visit	Nov	2018	Ms Vanko TAM	2117 7082	KGA	
Professional Training	✓	✓	✓	Professional Training Programme for Kindergarten Leaders (Beijing)	1 Session	28	Off-shore training: 24 hours (5 days) Thematic practice: 6 hours (1 day)	Study Visit	Off-shore training: Dec	2018	Ms Vanko TAM	2117 7082	KGA	This programme is co-organized with Beijing Normal University. Topics covered: - Identifying and catering for learner diversity - Curriculum planning of kindergartens - Leadership and management in kindergartens
									Thematic practice: Jan	2019				

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Professional Training	✓	✓	✓	Expert Talk cum Sharing Session on Professional Training Programme for Kindergarten Leaders (Beijing)	1 Session	200	2 hours	Seminar & Sharing Session	Jan	2019	Ms Vanko TAM	2117 7082	KGA	
Professional Training	✓	✓	✓	Professional Exchange Programme for Core Kindergarten Teachers (Nanjing)	1 Session	36	24 hours (5 days)	Study Visit	Apr	2019	Ms Vanko TAM	2117 7082	KGA	
Professional Training	✓			Kindergarten Visits to Japan for Kindergarten Principals	1 Session	36	24 hours (5 days)	Study Visit	May	2019	Ms Vanko TAM	2117 7082	KGA	

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Catering for Students with Diverse Needs	✓	✓	✓	Professional Development Programme on Catering for Students with Diverse Needs in Kindergartens: Basic (Application) Course	2	40	36 (in 6 days)	Workshop	Nov-Dec (tentative)	2018	Ms Vicky WONG	3107 2086	JOKC	Recognised Basic Course on Catering for Students with Developmental Needs in Kindergarten
									Feb-Mar (tentative)	2019				Not counted towards the 60-hour CPD activity in 3 year
Catering for Students with Diverse Needs	✓	✓	✓	Professional Development Programme on Catering for Students with Diverse Needs in Kindergartens: Advanced (Application) Course	1	30	18 (in 3 days)	Workshop	Apr (tentative)	2019	Ms Vicky WONG	3107 2086	JOKC	Recognised Advanced Course on Catering for Students with Developmental Needs in Kindergarten Admission Pre-requisite: Completion of the Professional Development Programme for Kindergarten Teachers on Catering for Learner Diversity in Kindergarten: Advanced (Theory and Practice) Course  Not counted towards the 60-hour CPD activity in 3 year

\* Target Group(s) : H = Heads of Kindergartens, M = Middle Managers / Coordinator Teachers, and T = Teachers

# Section : KGI = Kindergarten Inspection Section / KGA = Kindergarten Administration Section / KGA2 = Kindergarten Administration 2 Section /

JOKC = Joint Office for Kindergartens & Child Care Centres

- Details of the training activities (Courses/Seminars/Talks) organised by the Kindergarten Education Division of EDB will be uploaded onto “Training Calendar System” of the EDB (<https://tcs.edb.gov.hk>) on a regular basis.
- For the professional development programmes organised by the Curriculum Development Institute of the EDB, please visit the following website: <https://www.edb.gov.hk/en/curriculum-development/index.html> and download the “Professional Development Programmes for Heads and Teachers of Kindergartens (Web Version) 2018/19”.

(Path: Curriculum Development > Professional Development Programmes > Kindergarten)