

Refinement of Administrative Measures for “Through-train” Schools

Like other schools in the public sector, “through-train” primary and secondary schools are governed by the Education Ordinance and its subsidiary regulations, the respective Code of Aids (COA) for primary and secondary schools and the instructions issued by the EDB from time to time. With reference to financial management, the primary and secondary sections of a “through-train” school are treated as separate entities in terms of provisions of grants, accounting arrangement and calculation of staff establishment as stipulated in the respective COAs.

2. To enhance long-term development of the schools, promotion and sharing of common vision and mission between the “through-train” primary and secondary schools as well as the optimisation of the use of their resources, greater flexibility is being given for “through-train” schools to implement the following administrative measures:

(a) *To deploy teachers flexibly between the linked primary and secondary schools*

i. The School Management Committees (SMCs) / Incorporated Management Committees (IMCs) of the “through-train” primary and secondary schools can consider deploying registered teachers flexibly between the primary and secondary levels to enhance collaboration between the primary and secondary sections as well as continuity in the curriculum.

ii. Schools may adopt the mode of deployment that best suits their needs. To illustrate, teachers may be arranged to take up teaching duties in both their parent school and the linked school to which they are deployed. Alternatively, exchange of teachers may be arranged, i.e. a teacher in the primary school is seconded to the secondary school while his / her counterpart in the secondary school is seconded to the primary school.

iii. The decision on deploying teachers between the “through-train” primary and secondary schools is entirely school-based. However, “through-train” schools are required to adhere to the following principles:

- Teachers should participate in the deployment on a voluntary basis.
- The deployment is on a temporary basis and should be endorsed by the SMCs / IMCs of both schools having regard to stakeholders’ views and reviewed regularly.
- Teachers deployed to the linked school are still kept within the approved establishment of their parent school.
- The terms and conditions of service for teachers being deployed remain the same.

(b) *To appoint one school head from either the primary or secondary school to be the Coordinating Principal*

iv. To facilitate overseeing the development of the whole “through-train” school, streamlining school administration and optimising the use of resources, one of the school heads (either in primary or secondary school) can be designated as the Coordinating Principal upon the endorsement of the SMCs / IMCs.

(c) *To assign one senior teacher from each of the primary and secondary schools to be the “Through-train” Coordinators*

v. To optimise the collaboration and communication between the “through-train” primary and secondary schools, one of the senior teachers from each school can be assigned as “Through-train” Coordinators to discuss and coordinate matters pertaining to curriculum planning, life education, joint-school functions, etc.

3. In making use of such flexibility, the rationale of “through-train” should always be the guiding principle. The purpose is to promote collaboration so as to enhance coherence and continuity in curriculum design, teaching strategy, student learning and development in primary and secondary education, with the ultimate aim of providing students with a coherent and comprehensive learning experience.