

Suggested Learning Areas for SMC Chairpersons and SMC Members of Government Schools

The suggested learning areas are designed mainly according to school operation and management. The training content, mode of delivery and number of training hours may be determined by SMCs in light of the genuine needs of SMC Chairpersons and SMC members and school context.

I	School-based Management	<ul style="list-style-type: none"> • Spirit of school-based management and school governance framework • Roles and responsibilities of the EDB and SMC • Roles and responsibilities, and core competences (attitude, skill and knowledge) of, code of ethics for, and declaration and disclosure of interests by SMC Chairpersons and members • Planning of training for, professional exchange among and succession of SMC Chairpersons and members
II	Human Resource Management of Schools	<ul style="list-style-type: none"> • Performance management, appraisal system • Training and development • Staff conduct and discipline • Handling staff complaints
III	Financial Management of Schools	<ul style="list-style-type: none"> • School revenue and resources • Trading operations • Procurement of stores and services
IV	School Development and Policy	<ul style="list-style-type: none"> • Vision and mission of the school • School development planning • School policy • Curriculum policy • Student matters • Handling complaints, crises, conflicts at school, and media enquiries, etc.