

EDUCATION BUREAU CIRCULAR MEMORANDUM NO. 8/2010

From: Permanent Secretary for Education To: Heads of all government and aided
Ref.: EDB(QA/Ind)/PI/1/1(6) primary, secondary and special
Date: 29 January 2010 schools (including caput schools
and schools under the Direct
Subsidy Scheme)

The School Development and Accountability Framework – Key Performance Measures Reference Data

[Note: This circular memorandum should be read in conjunction with the
EDB Circular No. 13/2008 issued on 3 July 2008]

Summary

This circular memorandum invites schools having their current school development planning cycle to be completed by the end of the 2009/10 school year to submit their Key Performance Measures (KPM) and Stakeholder Survey (SHS) data to the Education Bureau (EDB) through the E-platform for School Development and Accountability (ESDA). The data should reach EDB before 30 April 2010.

Background

2. The collection of KPM and SHS data by schools primarily serves their need for school self-evaluation (SSE) and development planning. EDB advises schools to conduct a holistic review with reference to the KPM data and other evidence before formulating a new School Development Plan (SDP). In alignment with schools' timing for collection of KPM data, EDB invites schools to submit their data for the compilation of KPM Reference Data to support SSE.

3. EDB released a set of KPM Reference Data to schools in June 2009. EDB will continue to collect data from other schools for updating the KPM Reference Data on a need basis.

Details

4. Schools having their current school development planning cycle to be completed by the end of the 2009/10 school year are now invited to submit their KPM and SHS data as stipulated in the Appendix to EDB via ESDA before 30 April 2010. Other schools with their KPM and SHS data ready are also welcome to make contribution through the same channel. For details regarding the collection and submission of the KPM and SHS data to EDB, please refer to the EDB websites at <http://kpm.edb.gov.hk> and <http://esda.edb.gov.hk>.

5. Having reviewed the KPM Reference Data, EDB will announce the latest arrangement concerning the use of the KPM Reference Data of the 2009/10 school year on the EDB website at <http://esda.edb.gov.hk> by the end of June 2010. Schools should make optimal use of the data to conduct SSE for their continuous improvement. In this connection, they may refer to the guidelines and the templates of the SDP, the Annual School Plan and the School Report available on the EDB website at <http://www.edb.gov.hk/index.aspx?nodeID=6424&langno=1> to better embed SSE in their routine work.

Enquiry

6. Enquiries concerning the content of this circular memorandum can be directed to the Indicators Section, Quality Assurance Division, at 2892 6507.

Tony TANG
for Permanent Secretary for Education

c.c. Heads of Section – for information

Key Performance Measures (KPM) and Stakeholder Survey (SHS) data to be submitted

KPM/SHS Item ¹	Applicable School Type			Remarks
	Secondary	Primary	Special ²	
1 Stakeholders' perception of School Management	✓	✓	✓	Schools are requested to collect the data of the current school year using the Stakeholder Survey.
2 Stakeholders' perception of Professional Leadership	✓	✓	✓	
3 Stakeholders' perception of Teachers' Professional Development	✓	✓	✓	
4 Number of active school days	✓	✓	✓	Schools are requested to collect the data of the current school year.
5 Percentage of lesson time for Key Learning Areas	✓	✓	✓	
6 Stakeholders' perception of Curriculum and Assessment	✓	✓	✓	Schools are requested to collect the data of the current school year using the Stakeholder Survey.
7 Stakeholders' perception of Teaching	✓	✓	✓	
8 Stakeholders' perception of Student Learning	✓	✓	✓	
9 Stakeholders' perception of Support for Student Development	✓	✓	✓	
10 Stakeholders' perception of School Climate	✓	✓	✓	
11 Destinations of graduates	✓		✓	As the data of the current school year will not be available for the time being, schools are requested to collect the data of <u>the previous school year</u> for submission.
12 Stakeholders' perception of Home-school Cooperation	✓	✓	✓	Schools are requested to collect the data of the current school year using the Stakeholder Survey.
As the KPM Reference Data do not cover items 13 – 17, submission of these items is NOT required				
18 Percentage of students participating in territory-wide inter-school competitions	✓	✓	✓	As the data of the current school year will not be available for the time being, schools are requested to collect the data of <u>the previous school year</u> for submission.
19 Percentage of students participating in uniform groups/community services	✓	✓	✓	
20 Students' attendance rate	✓	✓	✓	
21 Percentage of students within the acceptable weight range	✓	✓	✓	Schools are requested to collect the data of the current school year.

¹ For details of the KPM and SHS, please refer to the EDB website at <http://kpm.edb.gov.hk>. Schools are requested to make full use of the E-platform to collect their KPM and SHS data to alleviate teachers' workload.

² Special schools are requested to observe the *Suggested KPM Items for Different Categories of Special Schools* available on the EDB website at <http://kpm.edb.gov.hk> and flexibly adopt the KPM items according to their own school context.