

# **ABC School Annual School Plan**

**20xx/xx**

## **Template**

(For reference by primary,  
secondary and special schools)

Updated in November 2022

**When drawing up Annual School Plan, please refer to the related  
compilation guidelines available on the EDB website  
(URL: <https://www.edb.gov.hk/sse/en>)**

# **School Vision and Mission**

# **ABC School**

## **Annual School Plan**

### **20xx/xx**

#### **Major Concerns**

- 1.**
- 2.**
- 3.**

1. Major Concern : \_\_\_\_\_

**Briefly list the feedback and follow-up actions from the previous school year:**  
 (In the first year of the development cycle, schools generally do not need to complete this part, but if the major concern(s) of this development cycle is related to the previous development cycle, e.g. optimising the major concern, schools may make reference to the feedback and follow-up actions of the previous school year to formulate or adjust the work of this school year.)

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Target	Implementation Strategy	Success Criterion	Method of Evaluation	Time Scale	Responsible person	Resource Required
<b>(If the school has a practical need to adjust the targets/implementation strategies/success criteria/methods of evaluation in the annual school plan, please mark it with ★ for information and follow-up by subject panels and functional committees.)</b>						
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	•			•		
	•			•		

2. Major Concern : \_\_\_\_\_

**Briefly list the feedback and follow-up actions from the previous school year:**  
 (In the first year of the development cycle, schools generally do not need to complete this part, but if the major concern(s) of this development cycle is related to the previous development cycle, e.g. optimising the major concern, schools may make reference to the feedback and follow-up actions of the previous school year to formulate or adjust the work of this school year.)

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3. Major Concern : \_\_\_\_\_

**Briefly list the feedback and follow-up actions from the previous school year:**  
 (In the first year of the development cycle, schools generally do not need to complete this part, but if the major concern(s) of this development cycle is related to the previous development cycle, e.g. optimising the major concern, schools may make reference to the feedback and follow-up actions of the previous school year to formulate or adjust the work of this school year.)

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