

30 June 2023

Education Bureau Circular No. 10/2023

Requirement for Promoted Teachers in Public Sector Schools to Participate in Mainland Study Tours

【Note: This Circular should be read by

- (a) Supervisors and heads of all government schools, aided schools (including special schools) and caput schools – for action; and
- (b) Supervisors and heads of schools under the Direct Subsidy Scheme, and heads of sections – for information.】

Summary

This circular announces the details of the requirement for promoted teachers in public sector schools¹ to participate in Mainland study tours organised by the Education Bureau (EDB), which will take effect from 1 September 2023. It should be read in conjunction with EDB Circular No. 6/2020 “Implementation of the Recommendations of the Task Force on Professional Development of Teachers” issued on 10 June 2020 for a full picture of the enhanced arrangements of training for promotion.

Background

2. Starting from the 2020/21 school year, EDB has implemented the enhanced training requirements for promotion. Prior to promotion to a higher rank², teachers in aided schools are required to fulfil the enhanced training requirements³, which comprise 30 hours of core training and 60 hours (for promotion to Primary School Master/Mistress (PSM)/Senior Graduate Master/Mistress (SGM)) or 100 hours (for promotion to Senior Primary School Master/Mistress (SPSM)/Principal Graduate

¹ Public sector schools include government schools, aided schools (including special schools) and caput schools.

² “Higher ranks” refer to PSM, SGM, SPSM, PGM in aided schools (including special schools) and caput schools, and, in the case of government schools, PSM, EO, SPSM and SEO.

³ The training requirements for promotion to higher ranks for teachers in government schools are, in principle, the same as those in aided schools. For details, please refer to the relevant EDB internal circulars.

Master/Mistress (PGM)) of elective training, within a five-year validity period. The core training offered by EDB focuses on the necessary competencies required of school leaders, covering professional conduct and values, national and international development, education issues, as well as leadership and reflective skills. For the elective part, teachers should undertake suitable programmes based on the professional knowledge needed for respective promotion posts, and such programmes should be endorsed by the School Management Committees (SMCs)/Incorporated Management Committees (IMCs) as fulfilling the training requirements for promotion. The enhanced training requirements for promotion will be implemented in full from 1 September 2023.

3. As mentioned in the Chief Executive's 2022 Policy Address, newly-joined teachers in publicly-funded schools and teachers aspiring for promotion in public sector schools would be required to participate in Mainland study tours, and serving teachers will be offered more opportunities of Mainland study to experience the development of the country. In this connection, Mainland study tours will be included in the enhanced content of training for promotion with effect from the 2023/24 school year.

Details

4. Starting from the 2023/24 school year, participation in a three to four-day Mainland study tour will be included as one of the training requirements for promoted teachers. To meet the training requirements for promotion, all public sector school teachers substantively promoted to a higher rank on or after 1 September 2023 must participate in the "Mainland study tours for promoted teachers" (MSTs) organised by EDB **within two years** from the date of substantive promotion. MSTs include activities such as thematic seminars, visits to schools and enterprises as well as cultural sites to provide teachers with direct personal experience for deeper understanding of the latest development of the country in different aspects, as well as to learn and reflect on different leadership strategies through professional sharing with leaders of Mainland schools, thereby broadening their horizons for more effective promotion of schools' continuous development and strengthening their ability in fostering students' sense of national identity.

5. Teachers who are substantively promoted on or after the above effective date and have completed MSTs within two years of their promotion are not required to participate in MSTs again before their next substantive promotion to a higher rank

(such as SPSM or PGM)⁴. However, they are still required to fulfil the training requirements for promotion as outlined in Annex 4 of EDB Circular No. 6/2020 “Implementation of the Recommendations of the Task Force on Professional Development of Teachers”, and the training duration of MSTs will not count towards the training hours under the elective part.

Schools’ Follow-up and Monitoring

6. Schools should explain clearly to teachers that MSTs has been included as one of the training requirements for promotion. Arrangements should also be made accordingly for teachers who are substantively promoted to a higher rank starting from the 2023/24 school year to participate in MSTs organised by EDB within two years of their promotion. Teachers concerned should plan and discuss with schools in advance. Schools can access teachers’ records of completing MSTs through EDB e-Services Portal, and should timely remind teachers about their fulfillment of the training requirements. Schools should regularly submit to SMCs/IMCs a list of promoted teachers who have completed MSTs to facilitate monitoring by SMCs/IMCs.

Training Arrangements

7. EDB will organise MSTs in light of the overall substantive promotion of teachers in public sector schools as appropriate. Eligible teachers can view and register for MSTs through the Training Calendar System.

Enquiry

8. For enquiries about the training requirements for promotion for teachers in public sector schools, please contact the respective Senior School Development Officers.

Ms W P LEE
for Secretary for Education

⁴ Excluding headship ranks.