EDUCATION BUREAU CIRCULAR MEMORANDUM NO. 196/2010

From : Secretary for Education

To : Heads of Kindergartens, Primary and Secondary Schools

Ref. : EDB(CD/ADM)/C26/EDBCM(28)

Tel. : 3540 7418

Date : 15 December 2010

Distribution of Learning and Teaching Materials by Curriculum Development Institute (December 2010)

(Note: This circular memorandum should be read by heads of all kindergartens, primary and secondary schools)

Summary

The purpose of this circular memorandum is to inform heads of kindergartens, primary and secondary schools about the distribution of learning and teaching materials by Curriculum Development Institute, Education Bureau, and the related arrangements. Materials to be distributed in this issue are : Teaching Package on Creative Music Making in Schools, Young Achievers' Gallery Art Competition Winning Artworks Album, 《基本法與一國兩制》(新高中通識教育教 師使用手冊-《知識增益》系列), "The Basic Law and 'One Country, Two Systems'" - Seminar Materials on Hong Kong's Constitutional Development and Human Rights Protection under 'One Country, Two Systems' (NSS Liberal Studies Teacher's Manual - Knowledge Enrichment Series), 《獨立專題探究資源套》(新高中通識教育教師使用手冊-《課程領導與規畫》系列)(Chinese version only), Enhancing Secondary Students' Information Skills through School Library Support : A Resource Package (Chinese version only), Poster for the 28th Hong Kong Mathematics Olympiad (2010/11), Road Safety Bulletin Issue No. 24: "Be considerate, Obey the Traffic Signals", Curriculum Support Materials on Developing Higher-order Thinking Skills in PSHE Classrooms (1): Training by Video Programme (Chinese version only), Curriculum Reference Materials for History (S4-6): "China: Modernization and Transformation (1900-2000)" (English version) and Case Study for Technological Subjects (S1-3).

Details

2. Learning and teaching materials to be distributed in December 2010 -

a) For kindergartens:

	Key Learning Area/	Title	For the attention	Remarks	Annex
	Subject		/action of		
(i)	Moral, Civic and	Road Safety Bulletin	Moral and Civic	Schools	8
	National Education	Issue No. 24: "Be	Education	could make	
		considerate, Obey the	Coordinators	use of the	
		Traffic Signals"		material to	
				strengthen	
				the	
				promotion of	
				road safety	
				education	

b) For primary schools:

	Key Learning Area/ Subject	Title	For the attention /action of	Remarks	Annex
(i)	Arts Education/ Music	Teaching Package on Creative Music Making in Schools	Music teachers	Not applicable to ESF schools and International schools.	1
(ii)	Gifted Education	Young Achievers' Gallery Art Competition Winning Artworks Album	School Head and teachers of Visual Arts	Schools can use this as curriculum resource for Arts Education.	2
(iii)	Moral, Civic and National Education	Road Safety Bulletin Issue No. 24: "Be considerate, Obey the Traffic Signals"	Moral and Civic Education/ General Studies / Extra-curricular Activities Coordinators	Schools could make use of the material to strengthen the promotion of road safety education	8

c) For secondary schools:

	Key Learning Area/	Title	For the attention	Remarks	Annex
	Subject		/action of		
(i)	Arts Education/ Music	Teaching Package on Creative Music Making in Schools	Music teachers	Not applicable to ESF schools and International schools.	1
(ii)	Gifted Education	Young Achievers' Gallery Art Competition Winning Artworks Album	School Head and teachers of Visual Arts	Schools can use this as curriculum resource for Arts Education.	2

	Key Learning Area/ Subject	Title	For the attention /action of	Remarks	Annex
(iii)	Liberal Studies	《基本法與一國兩 制》(新高中通識教 育教師使用手冊-	School heads and panel chairpersons of Liberal Studies		3
(iv)	Liberal Studies	《知識增益》系列) "The Basic Law and 'One Country, Two Systems'" - Seminar Materials on Hong Kong's Constitutional Development and Human Rights Protection under 'One Country, Two Systems' (NSS Liberal Studies Teacher's Manual - Knowledge	School heads and panel chairpersons of Liberal Studies		4
(v)	Liberal Studies	Enrichment Series) 《獨立專題探究資 源套》(新高中通識 教育教師使用手冊 - 《課程領導與規 畫》系列)(Chinese	School heads and panel chairpersons of Liberal Studies		5
(vi)	School Library	version only) Enhancing Secondary Students' Information Skills through School Library Support : A Resource Package (Chinese version only)	Teacher-librarians and	Not applicable to ESF schools and International schools	6
(vii)	Mathematics Education		Mathematics teachers		7
(viii)	Moral, Civic and National Education	Road Safety Bulletin Issue No. 24: "Be considerate, Obey the Traffic Signals"	Moral and Civic Education /Personal, Social & Humanities Education Key Learning Area/ Extra-curricular Activities Coordinators	Schools could make use of the material to strengthen the promotion of road safety education	8

	Key Learning Area/ Subject	Title	For the attention /action of	Remarks	Annex
(ix)	Personal, Social and Humanities Education	Curriculum Support Materials on Developing Higher-order Thinking Skills in PSHE Classrooms (1): Training by Video Programme (Chinese version only)	Co-ordinators and teachers of Personal, Social and Humanities Education	Not applicable to ESF schools and International schools	9
(x)	Personal, Social and Humanities Education / History	Curriculum Reference Materials for History (S4-6): "China: Modernization and Transformation (1900-2000)" (English version)	History panel chairpersons and teachers of Personal, Social and Humanities Education	Not applicable to ESF schools and International schools	10
(xi)	Technology Education	Case Study for Technological Subjects (S1-3)	Teachers of technological subjects	Applicable to schools offering "Design & Technology", "Design & Technology (Alternate Syllabus)", "Design Fundamentals " and/or "Technology Fundamentals " only	11

3. Please refer to the respective Annexes for the detailed information. We shall forward the items at Annexes 1, 2, 8 and 9 by post to schools within two weeks from the issue of this circular memorandum. For the items at Annexes 3, 4, 5, 7, 10 and 11 which require collection by schools, please complete the respective collection slips attached and arrange staff members to collect the items. Details for the collection are listed on the respective Collection Slips.

4. For those schools did not come to collect the learning and teaching materials: New Senior Secondary Liberal Studies News Supplement, Mathematics Posters for January to March 2011 and Fun with Mathematics 2011 Calendar, Poster of 2010/11 Statistics Creative-Writing Competition and Booklet of Statistics Creative-Writing Competition for Secondary School Students 2009/10, 《遊戲中覓方向・體驗中悟道理——生命教育互動學習教材》and New Academic Structure – Useful Tips for Parents (Volume 8) (Chinese version), "NSS Physical

Education Curriculum – Proceedings of Professional Development Programmes for Teachers" (Chinese version only) via Education Bureau Circular Memorandum No. 187/2010 issued last month, please be reminded to arrange collection of the materials at the respective Regional Education Offices <u>on or before 15 January 2011</u> with presentation of the respective Collection Slips.

Enquiry

5. Enquiries may be directed to the respective **contact person** as listed in the respective Annexes.

Dr K W CHEUNG for Secretary for Education

c.c. Heads of Sections – for information

Annex 1

Teaching Package on Creative Music Making in Schools

Purpose

This is to inform heads of primary and secondary schools about the distribution of the captioned teaching package (Chinese version only).

Details

2. Arts Education Section of the Education Bureau has organised a pilot project of 'Creative Music Making in Schools" to help and guide primary and secondary teachers develop strategies and activities for the learning and teaching of creative music making. The captioned teaching package, emanated from the pilot project, provides teachers with teaching exemplars and related worksheets for the support of teaching creative music making from Primary 1 to Secondary 3.

3. Each primary and secondary school will receive one copy of the captioned teaching package by post within two weeks after the issue of this circular memorandum.

Contact Person

4. For enquiries, please contact Dr Katherine KT WONG of the Arts Education Section, Curriculum Development Institute on 3698 3532.

"Young Achievers' Gallery Art Competition Winning Artworks Album"

Purpose

This is to inform heads of primary and secondary schools about the distribution of the captioned album.

Details

2. The Gifted Education Section organised the Young Achievers' Gallery (YAG) Art Competition in late 2010. This competition provided a platform of artistic creation for those students with arts talent as well as introducing the YAG as a learning place for students outside schools. The winning artworks are now compiled in an album for schools' reference. This Album can be used as curriculum resource for creativity in arts.

3. A copy of the captioned album will be forwarded by post to all primary and secondary schools within two weeks from the issue of this annex.

Contact Person

4. For enquiries, please contact Ms LI Kam-wun of the Gifted Education Section on 3698 4490.

《基本法與一國兩制》

(新高中通識教育科教師使用手冊-《知識增益》系列)

Purpose

This is to inform secondary schools about the distribution of the captioned booklet.

Details

2. Pursuant to Education Bureau Circular Memorandum No. 146/2010, Education Bureau (EDB) will continue to provide schools with updated materials to enrich the contents of the NSS Liberal Studies Teacher's Manual. The captioned booklet is published to help teachers plan and prepare for the subject.

3. Each secondary school will receive two copies of the booklet. Schools are requested to complete the **Collection Slip** attached and arrange for collection at the respective Regional Education Office <u>from 16 December 2010 to 15 January 2011</u>.

Contact Person

4. For enquiries, please contact Mr LEE Kwok-wai of the Liberal Studies Section, Curriculum Development Institute on 2892 6314.

<u>"The Basic Law and 'One Country, Two Systems"' -</u> <u>Seminar Materials on Hong Kong's Constitutional Development and</u> <u>Human Rights Protection under "One Country, Two Systems"</u> (NSS Liberal Studies Teacher's Manual - Knowledge Enrichment Series)

Purpose

This is to inform secondary schools about the distribution of the captioned booklet.

Details

2. Pursuant to Education Bureau Circular Memorandum No. 146/2010, Education Bureau (EDB) will continue to provide schools with updated materials to enrich the contents of the NSS Liberal Studies Teacher's Manual. The captioned booklet is published to help teachers plan and prepare for the subject.

3. Each secondary school will receive two copies of the booklet. Schools are requested to complete the **Collection Slip** attached and arrange for collection at the respective Regional Education Office <u>from 16 December 2010 to 15 January 2011</u>.

Contact Person

4. For enquiries, please contact Mr LEE Kwok-wai of the Liberal Studies Section, Curriculum Development Institute on 2892 6314.

Annex 5

<u>《獨立專題探究資源套》</u> <u>(新高中通識教育科教師使用手冊-</u> <u>《課程領導與規畫》系列)</u> <u>(Chinese version only)</u>

Purpose

This is to inform secondary schools about the distribution of the captioned booklet.

Details

2. Pursuant to Education Bureau Circular Memorandum No. 146/2010, Education Bureau (EDB) will continue to provide schools with updated materials to enrich the contents of the NSS Liberal Studies Teacher's Manual and to help teachers plan and prepare for the subject. The booklet contains IES-related materials as hosted in the Web-based Resource Platform for Liberal Studies

3. Each secondary school will receive one copy of the booklet. Schools are requested to complete the **Collection Slip** attached and arrange for collection at the respective Regional Education Office <u>from 16 December 2010 to 15 January 2011</u>.

Contact Person

4. For enquiries, please contact Mr LEE Kwok-wai of the Liberal Studies Section, Curriculum Development Institute on 2892 6314.

Enhancing Secondary Students' Information Skills through <u>School Library Support: A Resource Package</u> (Chinese version only)

Purpose

This is to inform heads of secondary schools about the publication of the captioned resource package.

Details

2. The Life-wide Learning and Library Section launched a Collaborative Research and Development ("Seed") Project entitled "Enhancing Secondary Students' Information Skills through School Library Support" in 2008-2010. The project aimed to nurture students' information skills through the support of school libraries and to facilitate schools to promote inquiry-based learning with an emphasis on Liberal Studies and project learning.

3. The Life-wide Learning and Library Section has collected the deliverables of the project and published a resource package entitled "Enhancing Secondary Students' Information Skills through School Library Support" for reference of schools and teachers.

4. The captioned resource package has been uploaded to the website of School Library Services, Curriculum Development Institute (http://www.edb.gov.hk/cd/lib/ltr).

Briefing Seminar

5. A half-day briefing seminar entitled "Enhancing Secondary Students' Information Skills through collaboration between School Library and Liberal Studies" will be held in the afternoon of 6 January 2011 (Thursday). Participatory schools of the Seed Project will share their experiences in the seminar and the content of the resource package will also be introduced. Details of the seminar are provided in the Training Calendar System (TCS) (Training Calendar Course ID: CDI020110470). Interested school personnel could apply through the TCS.

Contact Person

6. For enquires about the publication, please contact Ms. Carmen WONG of the Life-wide Learning and Library Section, Curriculum Development Institute, Education Bureau on 3698 4421.

Poster for the 28th Hong Kong Mathematics Olympiad (2010/11)

Purpose

This is to inform heads of secondary schools about the distribution of the captioned poster.

Details

2. In order to develop students' mathematical abilities and foster their interest in mathematics, the Mathematics Education Section of the Curriculum Development Institute and the Department of Mathematics and Information Technology of The Hong Kong Institute of Education jointly organise the Hong Kong Mathematics Olympiad (HKMO). For the promotion of the event, the Mathematics Education Section has produced a poster for the competition. Teachers can make use of the poster to encourage their students to participate in the event.

3. Secondary schools are requested to complete the **Collection Slip** attached and arrange for the collection of ONE set of posters (including **one** A2 size poster and **two** A4 size posters), at respective Regional Education Offices <u>from 16 December 2010 to 15</u> <u>January 2011</u>.

Contact Person

4. For enquiries, please contact Mr CHENG Sze-man of the Mathematics Education Section, Curriculum Development Institute on 2153 7436.

Road Safety Bulletin Issue No. 24: "Be considerate, Obey the Traffic Signals"

Purpose

This is to inform heads of kindergartens, primary and secondary schools about the distribution of the captioned material.

Details

2. The Road Safety Council has produced the Road Safety Bulletin Issue No. 24: "Be considerate, Obey the Traffic Signals" to promote road safety education. Schools are advised to make use of the resource material to strengthen road safety education for their students.

3. Two copies of the Road Safety Bulletin Issue No. 24: "Be considerate, Obey the Traffic Signals" will be delivered to all kindergartens, primary and secondary schools by post within two weeks from the issue of this circular memorandum.

Contact Person

4. For enquiries, please contact Ms. Portia LEE of the Moral, Civic and National Education Section, Curriculum Development Institute, Education Bureau on 2153 7493.

Curriculum Support Materials on Developing Higher-order Thinking Skills in

PSHE Classrooms (1): Training by Video Programme

(Chinese version only)

Purpose

This is to inform heads of secondary schools about the distribution of the captioned set of support materials.

Details

2. This set of support materials aims at providing resources for teacher professional development. A 30-minute video programme, using a Chinese History lesson as the context, is produced to demonstrate the basic pedagogical strategies teachers can adopt in the learning and teaching of PSHE subjects to facilitate the development of higher-order thinking skills in students. PSHE co-ordinators and subject panel chairpersons can make use of this video as the training resources for their subject panel. The material has provided discussion guidelines on how such training can be conducted. Besides, teachers can make use of this material for self-study.

3. The captioned set of support materials will be forwarded by post to all secondary schools within two weeks from the issue of this circular memorandum. Each school will receive two copies of the support materials.

4. A seminar will be held in late January 2011 to introduce this set of support materials.

Contact Person

5. For enquires, please contact Ms WU Shuk-ting Connie of the PSHE Section, Curriculum Development Institute on 2892 6654.

<u>Curriculum Reference Materials for History (S4-6): "China: Modernization</u> <u>and Transformation (1900-2000)" (English version)</u>

Purpose

This is to inform heads of secondary schools about the distribution of the captioned curriculum reference material.

Details

2. To facilitate the implementation of the History Curriculum (S4-6) in 2009, "China: Modernization and Transformation (1900-2000)" (Chinese version) was produced in 2009 by the Personal, Social and Humanities Education Section and was distributed to schools in 2009 to provide teachers with the reference materials for Part II of the compulsory part. The English version is now produced by this Section to support schools using English to teach history of contemporary China.

3. Each secondary school will receive FOUR copies of the captioned booklet. They can serve as reference materials for History teachers, or be placed in the school library as reference books for students. Schools are requested to complete the **Collection Slip** attached and arrange for the collection at respective Regional Education Offices <u>from 16</u> <u>December 2010 to 15 January 2011</u>.

4. The Education Bureau has organised seminars related to the above curriculum reference materials. Teachers may refer to the materials which have been uploaded on the website of the Personal, Social and Humanities Education Section, Education Bureau: (http://www.edb.gov.hk/index.aspx?nodeID=3231&langno=1).

Contact Person

5. For enquires, please contact Ms NG Hing-hung, Grace of the PSHE Section, Curriculum Development Institute on 2892 5867.

Case Study for Technological Subjects (S1-3)

Purpose

This is to inform heads of secondary schools about the distribution of the above material.

Details

2. In order to support the learning and teaching of junior secondary technological subjects, such as "Design & Technology", "Design & Technology (Alternate Syllabus)", "Design Fundamentals" and/or "Technology Fundamentals", a set of curriculum resource material, "Case Study for Technological Subjects (S1-3)" (bilingual version) is developed by the Technology Education Section of Curriculum Development Institute, Education Bureau. The resource material can help to facilitate students to be aware of the importance of the technology to the real world.

3. Secondary schools offering "Design & Technology", "Design & Technology (Alternate Syllabus)", "Design Fundamentals" and/or "Technology Fundamentals" are requested to complete the **Collection Slip** attached and arrange for the collection of the material at respective Regional Education Offices <u>from 16 December 2010 to 15 January 2011</u>.

4. Briefing seminar will be organized to introduce the above materials on 16 December 2010. Details are available at the Training Calendar (Course ID: CDI020101048).

5. The set of curriculum resource material has been uploaded on the Technology Education Section website at http://www.edb.gov.hk/index.aspx?nodeID=3516&langno=1.

Contact Person

6. For enquiries, please contact Ms H Y Wong, Christy of the Technology Education Section, Curriculum Development Institute on 3698 3121.

教育局 課程發展處 Curriculum Development Institute Education Bureau

<u>領取表格</u> <u>Collection Slip</u>

(Applicable to secondary schools only) (只適用於中學)

地點:	港島區域教育服務處 香港灣仔皇后大道東183號合和中心 53樓 電話: 2863 4646		Hong Kong Regional Education Office 53/F, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong Tel: 2863 4646	
	九龍區域教育服務處 九龍塘沙福道19號教育局 九龍塘教育服務中心東座平台 電話: 3698 4108	Venue:	Kowloon Regional Education Office Podium, East Block, EDB Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon Tel: 3698 4108	
	新界西區域教育服務處 新界荃灣青山道荃灣段457號華懋荃 灣廣場19樓 電話: 2437 7272		New Territories West Regional Education Office 19/F, Chinachem Tsuen Wan Plaza, 457 Castle Peak Road, Tsuen Wan, New Territories Tel: 2437 7272	
	新界東區域教育服務處 新界上水龍琛路39號上水廣場22樓 電話: 2639 4876		New Territories East Regional Education Office 22/F, Landmark North, 39 Lung Sum Avenue, Sheung Shui, New Territories Tel: 2639 4876	
日期:	2010年12月16日至2011年1月15日	Date:	16 December 2010 to 15 January 2011	
時間:	星期一至五 上午九時三十分至十二時三十分 及下午二時三十分至五時三十分 (星期六、日及公眾假期休息)	Time:	Monday – Friday 9:30 a.m. – 12:30 p.m. & 2:30 p.m. – 5:30 p.m. (Closed on Saturdays, Sundays and Public Holidays)	

請向持表格人提供下列物品:

Please issue the bearer the following materials:

1.	《基本法與一國兩制》(新高中通識教育科教師使用手冊-《知識增益》 系列) Teaching Package on Creative Music Making in Schools (每份教材大小約為 21公分 x 29.7公分 x 0.1公分,重約0.25公斤。) (The size of each material is about 21cm x 29.7cm x 0.1cm and the weight is about 0.25 kg.)	2 本 2 sets
2.	"The Basic Law and 'One Country, Two Systems'" - Seminar Materials on Hong Kong's Constitutional Development and Human Rights Protection under "One Country, Two Systems" (NSS Liberal Studies Teacher's Manual - Knowledge Enrichment Series) (每份教材大小約為 21公分 x 29.7公分 x 0.1公分,重約0.25公斤。) (The size of each material is about 21cm x 29.7cm x 0.1cm and the weight is about 0.25 kg.)	2 本 2 sets
3.	《獨立專題探究資源套》(新高中通識教育科教師使用手冊-《課程領導 與規畫》系列)(只提供中文版) (每份教材大小約為 21公分 x 29.7公分 x 1.5公分,重約0.625公斤。) (The size of each material is about 21cm x 29.7cm x 0.1cm and the weight is about 0.25 kg.)	1 本 1 set

 4. 第28屆香港數學競賽(2010/11)海報 Poster for the 28th Hong Kong Mathematics Olympiad (2010/11) (每份教材大小約為 0.2 公分 x 21公分 x 30公分,重約0.1公斤。) (The size of each material is about 0.2cm x 21cm x 30cm and the weight is about 0.1 kg.) 	1 份 1 set
 【中國現代化與蛻變的歷程(1900-2000年)》(英文版) "China: Modernization and Transformation(1900-2000)" (每份教材大小約為 14.8公分 x 21公分 x 1公分,重約0.4公斤。) (The size of each material is about 14.8cm x 21cm x 1cm and the weight is about 0.4 kg.) 	4 本 4 sets
學校名稱: Name of school: 學校電話:	

學校印鑑

School Chop

Telephone: 校長姓名:

日期: Date:

Name of School Head: 校長簽署:

Signature of School Head:

教育局 課程發展處 Curriculum Development Institute Education Bureau

領取表格

Collection Slip

(只適用於中學開設「設計與科技」、「設計與科技(另選課程)」、

「基本設計」及/或「基本科技」)

(Applicable to secondary schools offering "Design & Technology", "Design and Technology (Alt. Sys), "Design Fundamentals" and/or "Technology Fundamentals" only)

	港島區域教育服務處 香港灣仔皇后大道東183號合和中心 53樓 電話: 2863 4646		Hong Kong Regional Education Office 53/F, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong Tel: 2863 4646	
地點:	九龍區域教育服務處 九龍塘沙福道19號教育局 九龍塘教育服務中心東座平台 電話: 3698 4108	Venue:	Kowloon Regional Education Office Podium, East Block, EDB Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon Tel: 3698 4108	
	新界西區域教育服務處 新界荃灣青山道荃灣段457號華懋荃 灣廣場19樓 電話: 2437 7272		New Territories West Regional Education Office 19/F, Chinachem Tsuen Wan Plaza, 457 Castle Peak Road, Tsuen Wan, New Territories Tel: 2437 7272	
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請向持表格人提供下列物品

Please issue the bearer the following materials:

 科技科目(中一至中三)個 Case Study for Technole (每份教材大小約為 21公分 (The size of each material is a) 	1 本 1 set	
學校名稱: Name of school: 學校電話: Telephone:		
校長姓名: Name of School Head:		
校長簽署: Signature of School Head:		
日期: Date:		(學校印鑑 (School Chop)