

教育局通函第 142/2019 號

分發名單：各官立學校、資助
學校、按位津貼學
校及直接資助學
校的校長

副本送：各組主管一備考

2019/20 學年 為支援有特殊教育需要學生提供的 「學校伙伴計劃」

摘要

本通函旨在邀請各中小學參與 2019/20 學年「學校伙伴計劃」。

詳情

2. 本計劃是支援普通學校照顧學生差異的系統性支援的一部分。於 2019/20 學年，我們會繼續提供以下兩種模式的支援服務：

(a) 第一種支援模式

我們邀請了 10 所特殊學校為特殊學校暨資源中心(資源中心)。資源中心在支援有特殊教育需要的學生方面擁有豐富的教學經驗和專業知識，特別是在照顧智障、肢體傷殘和情緒及行為問題的學生方面，他們會與伙伴學校緊密協作，分享有關的知識/技巧。

(b) 第二種支援模式

我們邀請了 8 所群育學校成為資源中心[資源中心(群育學校)]，為其重返普通學校第一年的離校生及相關的普通學校提供支援，以協助這些學生順利並持續融入學校生活。

支援服務

3. 在第一種支援模式下，資源中心為伙伴學校提供的服務包括：

(a) 校本支援

每所資源中心會為最少三所普通學校提供校本支援服務。支援服務的形式包括到校諮詢、觀課及檢討會議、個案研討會、校本工作坊/分享會、網上諮詢及資源分享等。參與的普通學校會接受一個學年的服務。

(b) 分區/區域/全港性分享

資源中心會舉辦分區/區域/全港性研討會及工作坊，分享支援有特殊教育需要學生的經驗及策略，以提供地區網絡的支援。

(c) 短期暫讀計劃

個別資源中心每年會為不多於五名於普通學校就讀的學生提供短期暫讀計劃，主要服務對象是在普通學校就讀而有嚴重適應困難的智障學生。有關學生會被安排到一所合適的資源中心，接受為期三至六個月的暫讀計劃。除了提供短期暫讀計劃，資源中心的教師會為有關學校的教師提供培訓及諮詢，提升他們的專業能力，以便他們支援完成短期暫讀計劃後返回原校就讀的學生。有關學校的教師須積極參與專業發展活動及與資源中心協作，為該學生共同訂定個別學習計劃，及檢討學生的進展情況。提供短期暫讀計劃的資源中心名單見附錄 1的備註。

4. 資源中心的名單及所負責的服務範疇載於附錄 1。

5. 在第二種支援模式下，資源中心(群育學校)提供的服務範疇概略如下：

(a) 學生層面

資源中心(群育學校)會跟進個別離校生在適應普通學校的學習/社交環境的情況，就個別學生可能出現的情緒行為問題及學習進度提供輔導。具體服務包括：在學生離校前提供選校意見、協助學生瞭解即將入讀普通學校的情況、在入讀普通學校前的暑假為學生提供功課輔導、主動聯絡重返普通學校的學生以了解他們的近況，並按需要提供意見和協助、安排舊生聚會，以及聯繫離校生家長和回應他們的查詢等。

(b) 學校層面

資源中心(群育學校)在取得離校生及其家長同意後，會將學生資料傳遞到有關的普通學校，並回應普通學校的查詢，就共同議題進行專業交流及提供專業諮詢。具體服務包括：舉辦有關處理情緒行為/學業輔導的工作坊/分享會、為普通學校教職員提供專業諮詢服務，以及就個別有特殊輔導需要的離校生提供到校支援服務等。

6. 資源中心(群育學校)的名單及所提供的服務，請參閱附錄 2。

伙伴學校的責任

7. 資源中心/資源中心(群育學校)的工作重點主要是協助普通學校在支援有特殊教育需要學生方面建立信心和策略，以及建立支援網絡以達致持續性的專業發展。參與學校須承諾與資源中心/資源中心(群育學校)結為合作伙伴，積極參與所有有關的專業活動，並積極為有需要的學生提供各方面的支援。要讓計劃獲得成效，伙伴學校校長的指導及支持至為重要。有關校長須選派合適的教師及給予他們足夠的空間，讓他們與資源中心/資源中心(群育學校)充分合作，達致賦權管理及培養能力的目標。

申請第一種支援模式的服務

8. 有意在 2019/20 學年接受校本支援服務的學校，必須於 2019 年 10 月 15 日前，直接與個別的資源中心商討支援計劃。在接觸階段，學校應清楚說明校方的期望、關注項目、預期的果效及支援模式等。為了善用資源，每所伙伴學校只可同時接受一所資源中心所提供的校本支援服務。資源中心會按所需服務的性質及可用資源，與伙伴學校訂定詳細的支援計劃，並呈交教育局。

9. 資源中心會不定期舉辦分區/區域/全港性專業分享活動，詳情將由個別的資源中心於適當時間公布。

10. 學校如欲轉介一些有嚴重適應困難的智障學生接受由資源中心提供的短期暫讀計劃的服務，可於學年中的任何時間向其校本教育心理學家或本局特殊教育支援組別的督學徵詢意見。在他們的建議下，校方須取得家長的同意，然後填妥個案轉介表格(附錄 3)，並遞交予特殊教育支援第一組。該組會把學生轉介到合適的資源中心接受服務，而有關的資源中心將會直接與學校聯絡，商討學生接受短期暫讀計劃的具體安排。

第二種支援模式的安排

11. 資源中心(群育學校)會聯絡取錄了其離校生的普通學校，在有關離校生重返普通學校的第一年，向離校生及相關的學校提供所需

支援。取錄這些離校生的普通學校，亦可主動與有關的資源中心(群育學校)聯繫，共同協助學生順利融入學校生活。

評估

12. 為評估學校伙伴計劃的成效，參與計劃的伙伴學校須填寫服務提供情況問卷，並提出改善建議。教育局督學亦會到訪學校，瞭解支援服務的推行情況及向學校收集意見。

查詢

13. 有關服務的查詢，請與以下人員聯絡：

	負責人姓名	電話號碼
資源中心	李浩賢先生	3509 7470
資源中心(群育學校)	林育儀女士	3509 7474

教育局局長

黎錦棠代行

二零一九年八月十三日

2019/20 學年特殊學校暨資源中心名單及支援服務
List of Special Schools cum Resource Centres and Support Services in 2019/20 school year
 (資料由個別資源中心提供 / Information provided by respective SSRC)

(附錄資料若有更新，請參閱教育局網頁 / For any updated version of the Appendix, please refer to EDB website
<https://www.edb.gov.hk/tc/edu-system/special/support-subsidy/special-school/school-partnership-scheme/index.html>)

Hong Kong Region 香港區

District 地區	Category 類別	Name of School 學校名稱	Support Services for schools may cater for students with the following Special Educational Needs: 為學校提供的支援服務可涵蓋以下類別的學生					
			Intellectual disability 智障	Autism Spectrum Disorders 自閉症	Attention Deficit / Hyperactivity Disorder 注意力不足/ 過度活躍症	Emotional & behavioural problems 情緒及行為 問題	Specific Learning Difficulties/ Dyslexia 特殊學習困難 / 讀寫障礙	Physical Disability 肢體傷殘
HKE 香港東	MiMoID 輕中度 智障	#Rotary Club of Hong Kong Island West Hong Chi Morninghope School #香港西區扶輪社匡智晨輝學校 <u>Contact Persons</u> Ms CHENG Pik-yuk 鄭碧玉主任 Ms TSE Man-chui 謝文翠老師 Tel. 2558 8302 E-mail: cpyu@rchchope.edu.hk E-mail: tmch@rchchope.edu.hk Website: http://www.rchchope.edu.hk	✓	✓	✓	✓	✓	
HKS 香港南	MiMoID 輕中度 智障	# TWGHs Tsui Tsin Tong School # 東華三院徐展堂學校 <u>Contact Persons</u> Principal, Ms NG Ching-man, Aimee 吳靜雯校長 Mr YOU Sze-man 尤斯文老師 Tel. : 2875 3077 E-mail: aimeeng@twghttsp.edu.hk E-mail: ysm@twghttsp.edu.hk Website: http://resource.twghttsp.edu.hk/	✓	✓	✓	✓	✓	✓

Remarks: The Special School cum Resource Centre provide Short-term Attachment Programme for students in ordinary schools in 2019/20 s.y.
 # 備註：有關的特殊學校暨資源中心於 2019/20 學年為普通學校的學生提供短期暫讀計劃服務

2019/20 學年特殊學校暨資源中心名單及支援服務
List of Special Schools cum Resource Centres and Support Services in 2019/20 school year
 (資料由個別資源中心提供 / Information provided by respective SSRC)

Kowloon Region 九龍區

District 地區	Category 類別	Name of School 學校名稱	Support Services for schools may cater for students with the following Special Educational Needs: 為學校提供的支援服務可涵蓋以下類別的學生					
			Intellectual disability 智障	Autism Spectrum Disorders 自閉症	Attention Deficit / Hyperactivity Disorder 注意力不足/ 過度活躍症	Emotional & behavioural problems 情緒及行為 問題	Specific Learning Difficulties/ Dyslexia 特殊學習困難 / 讀寫障礙	Physical Disability 肢體傷殘
KT 觀塘	PD 肢體傷殘	<p>Hong Kong Red Cross Princess Alexandra School 香港紅十字會雅麗珊郡主學校</p> <p><u>Contact Person</u> Mr YIU Ping-wah 姚炳華校長 Mr LO King-hung 盧景鴻先生</p> <p>Tel. 2340 0911/ 2340 1022 E-mail: prky@pas.edu.hk E-mail: otkh@pas.edu.hk Website: http://www.pas.edu.hk</p>					✓	✓
SSP 深水埗	SSD 群育學校	<p>The Society of Boys' Centres – Chak Yan Centre School 香港扶幼會則仁中心學校</p> <p><u>Contact Persons</u> Mr WONG Ping-kin 黃秉堅先生 Ms Sum Hiu-tung 沈曉彤女士</p> <p>Tel. 2776 7206 E-mail: wongpk@cycschool.edu.hk E-mail: sumht@cycschool.edu.hk Website: http://www.cycschool.edu.hk</p>			✓	✓	✓	
	MoID 中度智障	<p># Tung Wah Group of Hospitals Kwan Fong Kai Chi School # 東華三院群芳啟智學校</p> <p><u>Contact Persons</u> Principal, Dr LEUNG Wing-hung 梁永鴻校長 Ms TANG Pui-man 鄧佩文女士</p> <p>Tel. 2778 7910 E-mail: george.leung@tungwah.org.hk E-mail: tpm@twghkfkcp.edu.hk Website: http://www.twghkfkcp.edu.hk</p>	✓	✓	✓	✓	✓	

Remarks: The Special School cum Resource Centre provide Short-term Attachment Programme for students in ordinary schools in 2019/20 s.y.

備註：有關的特殊學校暨資源中心於 2019/20 學年為普通學校的學生提供短期暫讀計劃服務

2019/20 學年特殊學校暨資源中心名單及支援服務
List of Special Schools cum Resource Centres and Support Services in 2019/20 school year
 (資料由個別資源中心提供 / Information provided by respective SSRC)

New Territories Region 新界區

District 地區	Category 類別	Name of School 學校名稱	Support Services for schools may cater for students with the following Special Educational Needs: 為學校提供的支援服務可涵蓋以下類別的學生					
			Intellectual disability 智障	Autism Spectrum Disorders 自閉症	Attention Deficit / Hyperactivity Disorder 注意力不足/ 過度活躍症	Emotional & behavioural problems 情緒及行為 問題	Specific Learning Difficulties/ Dyslexia 特殊學習困難 / 讀寫障礙	Physical Disability 肢體傷殘
KwC & TY 葵青區	MiMoID 輕中度 智障	# Hong Chi Winifred Mary Cheung Morninghope School # 匡智張玉瓊晨輝學校 <u>Contact Persons</u> Principal, Ms CHU Pui-man 朱佩雯校長 Mr CHENG Ka-ho 鄭嘉豪主任 Tel. 2785 5623 E-mail: wmc@hongchi.org.hk E-mail: sirchengkako@gmail.com Website: http://www.hcwmc.edu.hk/rcenter/index.htm	✓	✓	✓		✓	
	MiID 輕度智障	# Sam Shui Natives Association Lau Pun Cheung School # 三水同鄉會劉本章學校 <u>Contact Persons</u> Vice Principal, Mr Chor Hang-sau 仇恒初副校長 Ms LAM Connie 林康妮主任 Tel. 2426 8448 E-mail: ericsau@go.lpc.edu.hk E-mail: lc@go.lpc.edu.hk Website: http://www.lpc.edu.hk	✓	✓	✓		✓	
TP & N 大埔 及北區	MiMoID 輕中度 智障	# HHCKLA Buddhist Po Kwong School # 香海正覺蓮社佛教普光學校 <u>Contact Persons</u> Principal, Mr LEE Kai-ming 李啟明校長 Ms LEUNG Kit-ying 梁潔瑩主任 Tel. 2669 4445 E-mail: lkm2@pokwong.edu.hk E-mail: lky1@pokwong.edu.hk Website: http://www.pokwong.edu.hk	✓	✓	✓	✓	✓	
YL 元朗	MiMoID 輕中度 智障	# Buddhist To Chi Fat She Yeung Yat Lam Memorial School # 道慈佛社楊日霖紀念學校 <u>Contact Person</u> Mr MA Tak-wah 馬德華主任 Ms CHEUNG Siu-chun 張笑珍主任 Tel. 2617 8738 E-mail: twma@yyl.edu.hk E-mail: cccheung@yyl.edu.hk Website: http://www.yyl.edu.hk/?Route=Parents CommunityRelationship/ResourceCenter	✓	✓	✓	✓	✓	

2019/20 學年特殊學校暨資源中心名單及支援服務
List of Special Schools cum Resource Centres and Support Services in 2019/20 school year
 (資料由個別資源中心提供 / Information provided by respective SSRC)

District 地區	Category 類別	Name of School 學校名稱	Support Services for schools may cater for students with the following Special Educational Needs: 為學校提供的支援服務可涵蓋以下類別的學生					
			Intellectual disability 智障	Autism Spectrum Disorders 自閉症	Attention Deficit / Hyperactivity Disorder 注意力不足/ 過度活躍症	Emotional & behavioural problems 情緒及行為 問題	Specific Learning Difficulties/ Dyslexia 特殊學習困難 / 讀寫障礙	Physical Disability 肢體傷殘
TM 屯門	SSD 群育學校	Tung Wan Mok Law Shui Wah School 東灣莫羅瑞華學校 <u>Contact Persons</u> Ms. Chu Ho-yi 朱浩怡社工 Mr LEE Kin-pong 李建邦社工 Tel. 2980 2383 E-mail: chy@twmls.edu.hk E-mail: lkp@twmls.edu.hk Website: http://www.twmls.edu.hk		✓	✓	✓	✓	

Remarks: The Special School cum Resource Centre provide Short-term Attachment Programme for students in ordinary schools in 2019/20 s.y.

備註：有關的特殊學校暨資源中心於 2019/20 學年為普通學校的學生提供短期暫讀計劃服務

2019/20 學年特殊學校暨資源中心(群育學校)名單及支援服務

List of Special Schools cum Resource Centres (School for Social Development) and Support Services
in 2019/20 school year

[資料由個別資源中心(群育學校)提供 / Information provided by respective SSRC(SSD)]

(附錄資料若有更新，請參閱教育局網頁/ For any updated version of the Appendix, please refer to EDB website

<https://www.edb.gov.hk/tc/edu-system/special/support-subsidy/special-school/school-partnership-scheme/index.html>)

<p>Name of School 學校名稱</p>	<p>Support Services for School Leavers and the Respective Ordinary Schools 為離校生及相關的普通學校提供的支援服務</p>
<p>The Society of Boys' Centres – Chak Yan Centre School 香港扶幼會則仁中心學校</p> <p>Address: 47 Cornwall Street, Shamshuipo, Kowloon 九龍深水埗歌和老街 47 號</p> <p>Contact Persons: Social Worker, Mr WONG Ping-kin 黃秉堅社工</p> <p>Tel.: 2776 7206</p> <p>E-mail: wongpk@cycschool.edu.hk</p> <p>Website: http://www.cycschool.edu.hk</p>	<p>Preparations before returning to ordinary schools 重返普通學校前的準備</p> <ul style="list-style-type: none"> - Conduct counselling groups for students with the primary objective of re-integration into ordinary schools 為學生舉行輔導小組，以重返普通學校為主線輔導 - Transfer the students' information to the ordinary schools concerned upon obtaining prior consent from the students/parents 在取得學生／家長同意後把學生資料傳遞到相關的普通學校 <p>Support in the first year after returning to ordinary schools 重返普通學校後第一年的支援</p> <ul style="list-style-type: none"> - Provide intensive academic support during long vacations 長假期時提供密集式功課輔導 - Conduct counselling group sessions on a quarterly basis for sharing their latest situation, mutual encouragement, learning to handle difficulties; and organise weekly academic support class 每季一次輔導小組聚會，交流近況，互相砥礪，學習處理困難方法及每星期設功課輔導班 - Maintain regular contact with school leavers to ascertain their latest situation, provide online counselling and homework support; and in case of emergency, provide immediate support and counselling for the school leavers 定時與離校生交流近況，提供網上輔導及功課支援；如遇緊急情況，為離校生提供即時支援及輔導 - Maintain regular contact with parents to review the school life and attendance of school leavers 定期聯絡家長，檢視離校生學校生活及出勤的情況 - Maintain regular telephone contact with the ordinary schools on a monthly basis and arrange meetings to review the progress of the school leavers and their support plans 每月定期電話聯絡普通學校，並安排會議，檢視離校生的進展及其輔導方案 - For individual serious cases with more special support needs, provide on-site support services, including sharing of intervention skills, case conferences and lesson observation, etc. 就個別有較特殊輔導需要的嚴重個案，提供到校支援服務，包括分享介入技巧、個案會議、課堂觀察等 - Conduct workshops/sharing sessions according to the needs of individual ordinary schools for sharing experiences in supporting students with emotional and behavioral difficulties 按個別普通學校需要，舉辦工作坊／分享會，交流支援有情緒行為問題學生的經驗

<p style="text-align: center;">Name of School 學校名稱</p>	<p style="text-align: center;">Support Services for School Leavers and the Respective Ordinary Schools 為離校生及相關的普通學校提供的支援服務</p>
<p>The Society of Boys' Centres – Hui Chung Sing Memorial School 香港扶幼會許仲繩紀念學校</p> <p>Address: 150 Pratas Street, Cheung Sha Wan, Kowloon 九龍長沙灣東沙島街 150 號</p> <p>Contact Persons: Senior Teacher, Mr TAM Man-fai 譚文輝主任</p> <p>Social Worker, Mr TIN Hing-cheung 田慶祥社工</p> <p>Tel.: 2779 4016 / 2778 8061</p> <p>E-mail: admin@sbchcsms.edu.hk</p> <p>Website: http://www.sbchcsms.edu.hk</p>	<p>Preparations before returning to ordinary schools 重返普通學校前的準備</p> <ul style="list-style-type: none"> - Provide students with individual guidance for further studies and advice on the choice of schools 為學生提供個別升學輔導及選校意見 - Transfer the students' information to the ordinary schools concerned upon obtaining prior consent from the students/parents 在取得學生／家長同意後把學生資料傳遞到相關的普通學校 - Liaise with the ordinary schools concerned in order to help them cope with the needs of the students; and arrange for the students and their parents to visit the school and make enquiries so as to facilitate their early familiarisation with the schools 與相關的普通學校聯繫，協助它們配合學生的需要，並安排學生及其家長參觀學校和查詢，讓學生盡早了解學校的情況 - Provide academic support for the school leavers during the summer vacation 暑假時為離校生提供功課輔導 <p>Support in the first year of returning to ordinary schools 重返普通學校後第一年的支援</p> <ul style="list-style-type: none"> - Establish a group in facebook to connect with the school leavers and ascertain their latest situation 成立面書群組，以聯繫離校生和了解他們的近況 - Arrange gatherings for the school leavers twice a year to strengthen the support network for them 每年安排兩次離校生聚會，加強離校生支援網絡 - Ring up the school leavers to follow up on the difficulties they encounter and provide guidance accordingly 致電離校生跟進了解他們所遇到的困難，並提供相關的輔導 - Follow up on the situation of the school leavers by contacting their parents regularly and inviting them to participate in the parent groups at school 定期聯絡離校生家長，跟進離校生情況及邀請離校生家長參加家長小組 - Maintain regular telephone contact with the ordinary schools to keep track of the progress of the school leavers' learning and social adaptation 定期電話聯絡離校生就讀的普通學校，跟進個別離校生的學習、社交適應進度 - Arrange school visits, convene case conferences for discussion on the support plan for the school leavers or organize teacher trainings/workshops, according to the needs of the ordinary schools concerned 按相關的普通學校需要，安排學校探訪，召開個案會議討論離校生的支援方案，或安排教師培訓／工作坊

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<p>The Society of Boys' Centres - Shing Tak Centre School 香港扶幼會盛德中心學校</p> <p>Address: 2A Lee On Lane, Kwun Tong, Kowloon 九龍觀塘利安里 2 號 A</p> <p>Contact Persons: Social Worker, Ms LAI Yuen-ching 黎婉貞社工</p> <p>Senior Teacher, Mr FUNG Tat-keung 馮達強主任</p> <p>Tel: 2711 4800</p> <p>E-mail: yuenchinglai@shingtak.edu.hk</p> <p>Website: http://www.shingtak.edu.hk</p>	<p>Preparations before returning to ordinary schools 重返普通學校前的準備</p> <ul style="list-style-type: none"> - Arrange school visits for the prospective school leavers to enhance their understanding of the environment of the ordinary schools 安排準離校生參觀學校，加強他們對普通學校環境的認識 - Conduct counselling groups and provide guidance on the choice of schools before they leave schools 離校前舉行輔導小組及提供選校輔導 - Transfer the students' information to the ordinary schools concerned upon obtaining consent from the students/parents 在取得學生／家長同意後把學生資料傳遞到相關的普通學校 <p>Support in the first year after returning to ordinary schools 重返普通學校後第一年的支援</p> <ul style="list-style-type: none"> - Provide academic support during long vacations 長假期時提供功課輔導 - Conduct counselling group sessions on a half yearly basis for the school leavers to share their latest situation and experiences 輔導小組每半年舉辦一次聚會，讓離校生交流近況及分享經驗 - Establish a school-based support platform to maintain regular contact with school leavers by electronic means and provide support; and provide immediate support and guidance for them in case of emergency 設立校本支援平台，透過電子媒介與離校生定期保持聯絡及提供支援；如遇緊急情況，為他們提供即時支援及輔導 - Provide consultation for parents and maintain regular contact with them to review the school life and attendances of the school leavers 提供家長諮詢及定期聯絡他們，以檢視離校生學校生活及出勤的情況 - Visit the ordinary schools concerned, maintain regular telephone contact with the schools on a monthly basis to enhance teachers' understanding of the characteristics and learning performance of the school leavers, and arrange consultation meetings to review their progress and the support plans 探訪相關的普通學校，保持每月定期電話聯絡，協助普通學校教師了解離校生的特性及學習表現，並安排諮詢會議，檢視離校生的進展及輔導方案 - For individual serious cases with more special support needs, provide on-site support services, including sharing of intervention skills, conducting case conferences and lesson observation, etc. 就個別有較特殊輔導需要的嚴重個案，提供到校支援服務，包括分享介入技巧、個案會議、課堂觀察等 - Conduct workshops/sharing sessions according to the needs of individual ordinary schools for sharing experiences in supporting students with emotional and behavioral difficulties 按個別普通學校需要，舉辦工作坊／分享會，交流支援有情緒行為問題學生的經驗

<p align="center">Name of School 學校名稱</p>	<p align="center">Support Services for School Leavers and the Respective Ordinary Schools 為離校生及相關的普通學校提供的支援服務</p>
<p>Hong Kong Juvenile Care Centre Chan Nam Cheong Memorial School 香港青少年培育會陳南昌紀念學校</p> <p>Address: 38 Nam Long Shan Road, Aberdeen, Hong Kong 香港黃竹坑南朗山道 38 號</p> <p>Contact Person: Social Worker, Mr KO Man 高民社工</p> <p>Tel: 2518 0751</p> <p>E-mail: Jeffko18@hotmail.com</p> <p>Website: http://www.hkjcc.edu.hk</p>	<p>Preparations before returning to ordinary schools 重返普通學校前的準備</p> <ul style="list-style-type: none"> - Provide guidance on career planning to prepare students for leaving school 引領學生作生涯規劃，以作離校準備 - Make contact with the social workers of the ordinary schools concerned, arrange school visits for the prospective school leavers and their parents and address their enquiries 聯繫相關普通學校社工，並安排準離校生及其家長參觀學校和回應他們的查詢 - Transfer the students' information to the ordinary schools concerned upon obtaining consent from the students/parents 在取得學生／家長同意後把學生資料傳遞到相關的普通學校 - Answer enquiries from the ordinary schools so that the schools can cope with the needs of school leavers, and facilitate the school leavers' early familiarisation with the ordinary school environment 回應普通學校的查詢，讓普通學校能配合離校生的需要，並協助該生盡早了解普通學校的情況 - Provide academic support for individual school leavers during the summer vacation according to their needs 暑假時按需要為個別離校生提供功課輔導 <p>Support in the first year of returning to ordinary schools 重返普通學校後第一年的支援</p> <ul style="list-style-type: none"> - Provide counselling on the emotional and behavioral difficulties of individual school leavers 為個別離校生的情緒行為問題提供輔導 - Keep in touch with old students through alumni activities 透過校友會活動，聯繫舊生 - Maintain regular contact with school leavers to understand their latest situation and provide counselling when necessary 定時與離校生交流近況，在需要時，提供輔導 - Upon requests from the school leavers, provide academic support and assistance in revision during the examination periods 應離校生要求提供功課輔導及在考試期間協助溫習 - Maintain regular contact with the ordinary schools to review the progress of the school leavers 定期聯絡普通學校，檢視離校生的進度 - Answer telephone enquiries from the ordinary schools and share experiences in handling students' difficulties 回應普通學校的電話查詢及交流處理學生問題的經驗 - Provide consultation to the ordinary schools on individual school leavers and on-site support services for serious cases 就個別離校生的情況向普通學校提供諮詢服務，及就嚴重個案提供到校支援服務 - Upon request from individual ordinary schools, conduct workshops/sharing sessions to share experiences in supporting students with emotional and behavioral difficulties 按個別普通學校要求，舉辦工作坊／分享會，交流支援有情緒行為問題學生的經驗

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<p>Tung Wan Mok Law Shui Wah School 東灣莫羅瑞華學校</p> <p>Address: Shek Pik, Lantau Island 香港大嶼山石壁</p> <p>Contact Person: Social Worker, Ms CHU Ho-yi 朱浩怡社工</p> <p>Social Worker, Mr LEE Kin-pong 李健邦社工</p> <p>Tel.: 2980 2383</p> <p>E-mail: chy@twmls.edu.hk</p> <p>Website: http://www.twmls.edu.hk</p>	<p>Preparations before returning to ordinary schools 重返普通學校前的準備</p> <ul style="list-style-type: none"> - Provide individualized comprehensive adaptability training for school leavers in preparation for their further studies after leaving school 以個別化形式，為離校生提供全面的校外升學適應能力準備訓練 - Transfer the students' information to the ordinary schools concerned before commencement of the school term upon obtaining consent from the prospective school leavers and their parents, and liaise with the ordinary schools concerned to arrange for visits so as to pave the way for future collaboration 獲得準離校生及家長同意後，在開課前把學生資料傳遞到相關的普通學校，並與相關的普通學校聯繫，安排探訪以建立日後協作基礎 <p>Support in the first year of returning to ordinary schools 重返普通學校後第一年的支援</p> <ul style="list-style-type: none"> - Organise regular gatherings/activities for school leavers in order to provide timely support 定期舉行離校生聚會／活動，從而提供適時的支援 - Assist school leavers in adapting to the family and the community. Provide advice and assistance to school leavers and their parents in respect of their family life and learning through home visits 協助離校生適應家庭及社區。透過家訪，向離校生及其家長就家庭生活及學業方面提供意見及協助 - Enhance parents' capabilities in supporting the school leavers' learning through regular contact with parents and individual or group counselling 透過與離校生家長定期聯繫及個別化或小組形式的輔導，加強家長對離校生學習方面的支援能力 - Ascertain the situation of the students through telephone calls, social networking and e-mails, and provide immediate assistance when necessary 透過電話、社交網絡及電郵等，了解學生的情況，並在需要時，提供即時協助 - Provide intervention/assistance to school leavers in respect of the crisis they experience in school, family and the community so as to ward off their dropping out from school as a result of significant frustration in learning 就離校生在學校、家庭及社區中面對的危機進行介入協助，避免他們因學習上遭遇重大挫折而輟學 - To attend the "case support conferences" convened by the ordinary schools concerned to give views on the special educational and guidance needs of the school leavers 出席相關普通學校召開的「個案支援會議」，就離校生特殊教育及輔導需要提供意見 - Ascertain the adaptation of the school leavers in the ordinary schools through regular monthly contact with the teachers and social workers of the ordinary schools 透過每月與普通學校教師及社工的定期聯繫，了解離校生在普通學校的適應情況 - Provide consultation service for the ordinary schools over phone to assist them in handling the adaptation problems of school leavers 為普通學校提供電話諮詢，以協助處理離校生的適應問題 - Assist the ordinary schools concerned in handling disciplinary matters and learning difficulties of school leavers; provide urgent support and crisis intervention service for cases involving serious unruly behavior 協助相關的普通學校處理離校生的紀律事件及學習困難，為嚴重違規行為事件提供緊急支援及危機介入服務 - Co-organise school-based professional sharing activities in response to the needs of individual ordinary schools to enhance the understanding of the ordinary schools on the special educational needs of students with adjustment problems and effective means of intervention 因應個別普通學校的需要，協辦校本專業交流活動，加強普通學校對有適應困難學生之特殊教育需要及有效介入方法的認識

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<p>Caritas Pelletier School 明愛培立學校</p> <p>Address: NKIL 6010, Clearwater Bay Road, Kowloon 九龍清水灣道 6010 地段</p> <p>Contact Person: Teacher, Ms TANG Mei-yi 鄧美儀老師</p> <p>Teacher, Ms CHOI Mang-lin 蔡孟蓮老師</p> <p>Tel: 2320 3884</p> <p>E-mail: ytang@pelletier.edu.hk ps@caritassws.org.hk</p> <p>Website: http://www.pelletier.edu.hk</p>	<p>Preparations before returning to ordinary schools 重返普通學校前的準備</p> <ul style="list-style-type: none"> - Introduce to the ordinary schools details of the support services through the distribution of leaflets 透過派發單張，向普通學校介紹支援服務詳情 - Organise activities for school leavers and parent seminars to advise on the choice of schools and provide guidance before they leave schools 舉行離校生活動、家長座談會，提供選校意見及輔導 - Transfer the students' information to the ordinary schools concerned upon obtaining consent from the students/parents 在取得學生／家長同意後把學生資料傳遞到相關的普通學校 - Provide academic support for prospective school leavers during summer vacation 暑假期間為準離校生提供功課輔導 - Upon obtaining consent from the students/parents, contact the ordinary schools concerned in August and September to share with them the condition and needs of the students 取得學生／家長同意後，在 8 - 9 月聯絡相關的普通學校，以交流學生的情況及需要 <p>Support in the first year of returning to ordinary schools 重返普通學校後第一年的支援</p> <ul style="list-style-type: none"> - Provide academic support for individual school leavers with learning difficulties 按個別在學習方面有困難的離校生，提供功課輔導 - Set up a "Continuous Improvement Award" for the school leavers as an encouragement 為離校生設立「持續進步獎」，以示鼓勵 - Arrange gatherings for the school leavers for experience sharing, mutual support and encouragement 安排離校生聚會以分享經驗，互相支持及鼓勵 - Maintain regular contact with the school leavers by different means to understand their latest situation and provide support for them 定期以不同方式聯絡離校生，以了解她們的近況及提供支援 - Provide support to individual schools according to their needs, for instance, organising workshops on how to handle students' emotional and behavioral difficulties and invite the ordinary schools concerned to join 因應個別普通學校的需要安排支援，例如舉辦工作坊，讓相關的普通學校參與，分享如何處理學生情緒及行為問題 - For individual difficult cases, conduct case conferences or home visits in collaboration with the ordinary schools concerned to work out plans to help the students 與相關的普通學校協作，為個別有困難的學生開個案會議或家訪，以商討幫助學生的方案

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<p>Marycove School 瑪利灣學校</p> <p>Address: 32 Nam Long Shan Road, Aberdeen, Hong Kong 香港仔黃竹坑南朗山道 32 號</p> <p>Contact Persons: Social Worker, Miss LAI Suk-ching 黎淑貞社工</p> <p>Tel: 2554 0168</p> <p>E-mail: school@marycove.edu.hk</p> <p>Website: http://www.marycove.edu.hk</p>	<p>Preparations before returning to ordinary schools 重返普通學校前的準備</p> <ul style="list-style-type: none"> - Provide advice on further studies for prospective school leavers 為準離校生提供升學意見 - Conduct talks/workshops on further studies and career guidance for Secondary 3 students and conduct Secondary 4 preparatory classes to help the prospective school leavers adapt to the new learning environment in advance 舉辦中三升學及就業講座／工作坊、中四預備班課程，以幫助準離校生預先適應新的學習環境 - Transfer the students' information to the ordinary schools concerned upon obtaining consent from the students/parents 在取得學生／家長同意後把學生資料傳遞到相關的普通學校 - Assist prospective school leavers in registration at the ordinary schools and follow up with them in preparing for admission 協助準離校生到普通學校辦理註冊及跟進她們預備入讀的事宜 <p>Support in the first year of returning to ordinary schools 重返普通學校後第一年的支援</p> <ul style="list-style-type: none"> - Contact and follow up on individual school leavers by telephone, e-mail, facebook, etc. 透過電話、電郵、面書等聯絡跟進個別離校生的情況 - Organise gatherings for school leavers to understand their latest situation 舉行離校生聚會以了解她們的近況 - Hold regular meetings with teachers and social workers of the schools concerned and the parents, provide professional support for the schools, assist teachers and parents in working out appropriate support strategies, and review the progress of the school leavers in different aspects 與相關學校的教師、社工、家長作定期會議，為學校提供專業支援，並協助教師和家長制訂合適的支援策略，以及檢討離校生在各方面的進展 - Conduct workshops or sharing sessions on emotional and behavioral guidance for the schools concerned 為相關的學校舉辦有關情緒行為輔導的工作坊或分享會 - Provide on-site support for individual school leavers with special support needs 就個別有特殊輔導需要的離校生提供到校支援服務 - Maintain regular contact with teachers and social workers of the schools concerned to establish communication channels with a view to facilitating early communication and intervention in case the school leavers have learning and adaptation difficulties 與相關學校的教師、社工定期聯絡建立溝通渠道，以便在離校生出現學習或適應問題時，可及早溝通和介入

<p style="text-align: center;">Name of School 學校名稱</p>	<p style="text-align: center;">Support Services for School Leavers and the Respective Ordinary Schools 為離校生及相關的普通學校提供的支援服務</p>
<p>Caritas Mother Teresa School 明愛樂恩學校</p> <p>Address: 20 Choi Hing Road, Kwun Tong, Kowloon</p> <p style="text-align: center;">九龍觀塘彩興路 20 號</p> <p>Contact Persons: Senior Teacher, Mr WONG Yiu-Wai 王耀偉主任</p> <p style="text-align: center;">Social Worker, Ms CHAN Man-ting 陳文婷社工</p> <p>Tel.: 2310 0440</p> <p>E-mail: cmts@caritas.org.hk</p> <p style="text-align: center;">wyw@cmts.edu.hk</p> <p>Website: http://www.cmts.edu.hk</p>	<p>Preparations before returning to ordinary schools 重返普通學校前的準備</p> <ul style="list-style-type: none"> - Provide life planning and career guidance for prospective school leavers by class teacher 班主任為準離校生提供生涯規劃及升學輔導 - Organise seminars for school leavers and parents to advise on the choice of schools 舉行座談會給離校生及家長，提供選校意見 - Assist school leavers in registration at ordinary schools and follow up with them in preparing for admission 協助準離校生到普通學校辦理註冊及跟進她們預備入讀的事宜 - Upon obtaining consent from the students/parents, contact the ordinary schools concerned in August and September to share with them the condition and needs of the students 取得學生／家長同意後，在 8 - 9 月聯絡相關的普通學校，以交流學生的情況及需要 <p>Support in the first year after returning to ordinary schools 重返普通學校後第一年的支援</p> <ul style="list-style-type: none"> - Provide academic support for school leavers 為離校生提供功課輔導 - Maintain regular contact with school leavers to understand their latest situation and provide support for them 定期聯絡離校生，以了解她們的近況及提供支援 - Arrange gatherings for school leavers to share their experience, and gain mutual support and encouragement 安排離校生聚會以分享經驗，互相支持及鼓勵 - Maintain regular contact with parents to review students' new school life and attendance of school leavers 定期聯絡家長，檢視離校生學校生活及出勤的情況 - Maintain regular telephone contact with ordinary schools and arrange meetings to review the progress of the school leavers if necessary 定期電話聯絡普通學校，如有需要，安排會議檢視離校生的進展 - Sharing experiences on supporting students with emotional and behavioral difficulties with ordinary schools upon necessity 按個別普通學校需要，交流支援有情緒行為問題學生的經驗

限閱文件

致：教育局特殊教育支持第一組
 (香港添馬添美道 2 號政府總部東翼 5 樓)
 (傳真號碼：2147 1406)

特殊學校暨資源中心 - 短期暫讀計畫(2019/2020 學年)

個案轉介表格

甲部(此部分由提出申請的學校填寫)

1. 學校名稱：_____

2. 個案學生資料

學生姓名：	
學生紀錄咭編號：	
性別：	
班別：	
年齡：	
出生日期：	
特殊教育需要類別：	輕／中* 度智障 (* 請刪去不適用) (若有其他特殊教育需要，請注明_____)

3. 個案學生需要轉介原因(可填寫多於一項)

關注範疇	主要問題
情緒/行為	
社交	
自理	
學習	
其他 (請注明)	

4. 學校曾經提供的支援(請扼要說明，可填寫多於一項)

情緒/行為	
社交	
自理	
學習	
其他 (請注明)	

5. 期望個案學生參與短期暫讀計畫可達成的輔導目標
(請於適當空格內填上✓號，可填寫多於一項)

訓練控制情緒	<input type="checkbox"/>	改善溝通/社交技巧	<input type="checkbox"/>
訓練課堂常規	<input type="checkbox"/>	提升學習能力/學習技巧	<input type="checkbox"/>
訓練基本自理能力	<input type="checkbox"/>	其他 (請注明)	<input type="checkbox"/>

6. 其他資料(請於適當空格內填上✓號)

個案學生的家長已同意有關轉介 是

同意日期：

否

<input type="checkbox"/>
<input type="checkbox"/>

負責個案學生聯絡人的姓名：_____

職位名稱：_____ 聯絡電話：_____

校長簽署：

校長姓名：

日期：

乙部(此部分由個案轉介負責人*填寫)
〈* 教育心理學家或教育局人員〉

本人確定 (i) 上述學校所提供有關個案學生的資料正確；及
(ii) 上述學校已為個案學生提供支援。

本人推薦上述個案接受短期暫讀計畫(2019/2020 學年)。

個案轉介負責人簽署：

個案轉介負責人姓名：

職位名稱：

聯絡電話：

日期：

備註：

本表格所搜集有關的學生資料供教育局作處理申請短期暫讀計畫之用。教育局會將本個案轉介表轉交予負責提供暫讀計畫的特殊學校暨資源中心，以便安排所需的服務。