

EDUCATION BUREAU CIRCULAR MEMORANDUM NO. 103/2023

From : Secretary for Education

To : Heads of Government, Aided (including special schools), Caput and Direct Subsidy Scheme Secondary Schools

Ref. : EDB(CD)PSHE/ADM/150/1/27(9)

Date : 26 June 2023

“Financial Education School Award Scheme (2023/24)”

Purpose

The purpose of this circular memorandum is to inform secondary schools (including special schools) about the details of the “Financial Education School Award Scheme” (The Scheme) organised by the Education Bureau (EDB). Schools are encouraged to actively participate in The Scheme.

Background

2. Financial management is an important life skill that is closely related to life planning. Therefore, financial education should start at an early age. All along, the EDB has been striving to promote financial education, and relevant elements have been integrated into the school curriculum at different learning stages, allowing students to learn about financial management through related subjects and cross Key Learning Areas / cross-curricular approach. The EDB also develops learning and teaching resources, conducts professional development programmes for teachers, as well as organises student activities and competitions, etc. to equip teachers and students with correct financial management knowledge, methods, and skills for developing students’ proper values, attitudes and behaviours towards financial management.

3. An EDBCM No.20/2023 was issued on 13 January 2023 and a kick-off ceremony “Let’s Join Hands to Promote Financial Education – 2023 Event Highlights” was held on 13 February 2023 to share with schools the events and student activities being / to be launched through the collective efforts of the EDB and collaborative partners from different sectors in 2023. Feedback from school participants and our collaborative partners was very positive and encouraging. To maintain the momentum going and encourage schools to cultivate and foster their effort in nurturing students with financial knowledge, competence, values and attitude, “Financial Education School Award Scheme” will be introduced in the 2023/24 school year.

Details

Aim of The Scheme:

4. The Scheme aims to show appreciation to schools that are committed to promoting financial education by offering a variety of learning experiences to nurture financial knowledge, competence, values and attitudes in students. There are two tiers for The Scheme, and schools can participate in both tiers.

Tier 1: Financial Education School — Participation Award

- Interested schools are required to fill in and return the reply slip (Appendix 1) **on or before 31 October 2023** to confirm their commitment to promoting financial education in the school throughout the school year.
- Participating schools have to evaluate their works related to financial education and submit “Tier 1 Record Form” (Appendix 2) **on or before 15 July 2024**. If the schools can fulfil the following requirements, they will be awarded a “Certificate of Participation”.

The Scheme (Tier 1) Requirements

- Schools have to attain the requirement in each of the following three areas:

Area 1: Curriculum implementation and review

- ✓ Review the financial education elements implemented in the school’s existing curriculum at least once

Area 2: Teacher training

- ✓ At least TWO teachers participate in training programmes (6 hours in total for each teacher, and the training programmes can either be organised by the EDB or other external organisations)

Area 3: Student activities

- ✓ Participate in at least TWO student activities co-organised by the EDB
(For details of the activities, please refer to Appendix 4)

Tier 2: Financial Education School — Active Promotion Award

- Schools that wish to compete for the “Active Promotion Award” should provide good practices in promoting financial education for dissemination. Schools should submit “Tier 2 Record Form” (Appendix 3) to present the measures the schools have taken to promote financial education **on or before 15 July 2024**.
- Schools that promote financial education holistically and with good practices for dissemination will be eligible for the “Active Promotion Award”, which is assessed and selected by external adjudicators. The FIVE schools with the highest score will receive a trophy each.

The Scheme (Tier 2) Requirements

- Schools should provide good practices in promoting financial education in the following areas for dissemination.

Area 1: Curriculum implementation and review (25%)

Examples of good practices:

- ✓ Conduct cross-KLA curriculum planning and foster cross-curricular collaboration (including life planning education, moral and civic education)
- ✓ Incorporate values education elements related to financial education into school's curriculum
- ✓ Integrate with other curriculum initiatives (e.g. entrepreneurial spirit, reading to learn and language across the curriculum)
- ✓ Other measures (proposed and implemented by schools)

Area 2: Teacher training (25%)

Examples of good practices:

- ✓ Conduct collaborative lesson planning and / or peer lesson observation on lessons with elements of financial education
- ✓ Conduct training for / experience sharing with teachers teaching different subjects during the staff development day
- ✓ Other measures (proposed and implemented by schools)

Area 3: Student activities (25%)

Examples of good practices:

- ✓ Organise school-based student activities (e.g. experiential learning activities) to promote financial education
- ✓ Arrange student-led activities (e.g. interest group / school club activities)
- ✓ Showcase students' achievements from competitions / activities in school (e.g. presenting in school assembly, uploading to the school website, displaying on bulletin boards)
- ✓ Other measures (proposed and implemented by schools)

Other areas (25%)

Examples of good practices:

- ✓ Include financial education as one of the key foci in the School Development Plan
- ✓ Arrange financial education seminars / activities for parents
- ✓ Collaborate with the school social worker to promote financial education
- ✓ Make good use of external resources (e.g. adapting external resources to the school curriculum)
- ✓ Other measures (proposed and implemented by schools)

Timeline of The Scheme:

Date	Important event
26 June to 31 October 2023	Application period of The Scheme (2023/24)
October 2023 to June 2024	A series of financial education activities for teachers and students
Mid-June to 15 July 2024	Submission of “Tier 1 Record Form” or/and “Tier 2 Record Form”
August to September 2024	Assessment period of The Scheme (2023/24)
Mid October 2024	Prize Presentation Ceremony cum Awarded Schools’ Sharing

Remarks: The above mentioned Reply Slip, Tier 1 Record Form and Tier 2 Record Form can be downloaded from the EDB website (https://www.edb.gov.hk/en/curriculum-development/kla/pshe/reference-and-resources/award_scheme.html). Details of The Scheme are subject to change without further notice. Please pay attention to the latest news released on the aforementioned EDB website.



Briefing Session:

A briefing session on The Scheme will be organised with the following details:

Date:	10 July 2023 (Monday)
Time:	3:00 – 4:00 pm (Registration starts at 2:30 pm)
Venue:	Online Mode
Registration link:	https://forms.gle/tuhoWPefyfcAz2U2A



Enquiry

5. For enquiries, please contact Dr WONG Kam-fung, Grace of the Personal, Social and Humanities Education Section, Education Bureau on 2892 6513 or Mr NG Wai-leung, Rex of the Technology Education Section, Education Bureau on 3698 3125.

WF WONG
for Secretary for Education

c.c. Heads of Sections – for information

Personal, Social and Humanities Education Section
 Curriculum Development Institute, Education Bureau
 Attn.: Dr WONG Kam-fung, Grace (Tel: 2892 6513)
 Fax No.: 2573 5299 / email: cdopshe42@edb.gov.hk



Financial Education School Award Scheme (2023/24)

Reply slip

【Please return this reply slip by 31 October 2023 (Tuesday) by fax or email】

Name of School : _____ (in English)
 _____ (in Chinese)

Our school would like to participate in the “Financial Education School Award Scheme (2023/24)”

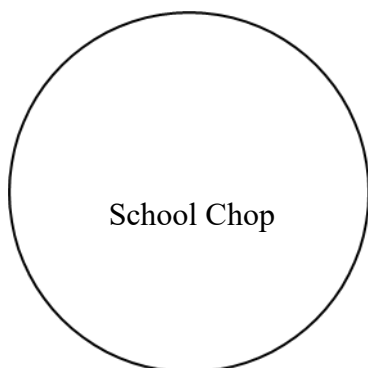
- Tier 1: Financial Education School — Participation Award
- Tier 1: Financial Education School — Participation Award **AND**
 Tier 2: Financial Education School — Active Promotion Award

(*Please tick in the appropriate box.)

Information of the teacher-in-charge: (*Please delete as appropriate.)

Name: Mr / Ms* _____ 姓名：_____ 先生／女士*

Contact Tel. No. : _____ Email : _____



Signature of the Principal : _____
 Name of the Principal : _____
 Tel. No. : _____
 Fax No. : _____
 Date : _____

Financial Education School Award Scheme (2023/24) Tier 1 Record Form

Name of School : _____ (in English)

_____ (in Chinese)

Information of the teacher-in-charge: (*Please delete as appropriate.)

Name (in English) : Mr. /Ms* _____

Name (in Chinese) : Mr. /Ms* _____

Contact Tel. No.: _____ Email: _____

Area 1: Curriculum implementation and review

Please review the financial education elements in the school's existing curriculum.

	Level	Module/Topic
Personal, Social and Humanities Education Key Learning Area		
Technology Education Key Learning Area		
Others		

Area 2: Teachers' training

The following TWO teachers have attended training programmes on financial education in 2023/24 year. The details are as follows:

1. Teacher's name: _____

	Programme 1	Programme 2	Programme 3 (if applicable)
Title of the training programme			
Organiser			
TCS Course ID (if applicable)			
Date of training			
Hours of training			
Total hours of training (not less than 6 hours): _____			

2. Teacher's name: _____

	Programme 1	Programme 2	Programme 3 (if applicable)
Name of training programme			
Organiser			
TCS Course ID (if applicable)			
Date of training			
Hours of training			
Total hours of training (not less than 6 hours): _____			

Area 3: Student Activities

Please put a “✓” in the event participated and fill in the number of participants.

Item	Key Event	Participated (✓)	No. of participants
(1)	HKICPA Accounting and Business Management Case Competition		
(2)	Smart Consumption Academy – My Unique Project Study		
(3)	Smart Consumption Academy – My Witty Online Quiz		
(4)	Smart Consumption Academy – My Fun Instagram (IG) Post Creation		
(5)	Digital Money Smart for Youth – Four cell story and short video competition for secondary students 2023/24 (tentative)		
(6)	Financial Education “Teacher & Student” Series		
(7)	The Hong Kong Financial Literacy Championship 2024 - Online Quiz		
(8)	Digital Stock Trading Guru Competition		

Financial Education School Award Scheme (2023/24)**Tier 2 Record Form**

(Remark: Please use additional sheets if necessary)

Name of School : _____ (in English)

_____ (in Chinese)

Information of the teacher-in-charge: (*Please delete as appropriate.)

Name (in English) : Mr. /Ms* _____

Name (in Chinese) : Mr. /Ms* _____

Contact Tel. No.: _____ Email: _____

Area 1: Curriculum implementation and review

Please introduce good practices of your school on curriculum implementation and review in not more than 300 words. You may refer to the examples listed on P.3 of the EDBCM No. 103/2023.

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Please attach 1-2 photos / 1-2 minutes activity video on this area.*Area 2: Teacher training**

Please describe the good practices of teacher training on financial education in your school in not more than 300 words. You may refer to the examples listed on P.3 of EDBCM No.103/2023

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***Please attach 1-2 photos of the training activity.**

Area 3: Student Activities

Please evaluate the learning effectiveness of students participating in financial education activities in 2023-24. You may refer to the examples listed on P.3 of EDBCM No. 103/2023 and provide information of activities other than those listed in Appendix 4 of EDBCM No. 103/2023.

Evaluation and reflection (Not more than 400 words)

***Please attach 1-2 photos/ 1-2 minutes video on the activities**

Other areas

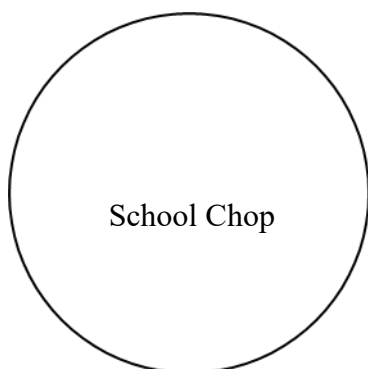
Please provide information on good practices in area(s) other than Area 1, 2 and 3. You may refer to the examples on P.3 of EDBCM No. 103/2023. Please use not more than 300 words.

Information of the teacher-in-charge: (*Please delete as appropriate.)

Name (in English) : Mr. /Ms* _____

Name (in Chinese) : Mr. /Ms* _____

Contact Tel. No.: _____ Email: _____



Signature of the Principal : _____

Name of the Principal : _____

Tel. No. : _____

Fax No. : _____

Date : _____

Highlights of key financial education student activities co-organised by the EDB in 2023/24 s.y.

Item	Event Date	Key Event	Collaborating Organisation	Target Participant
(1)	November 2023 – May 2024	HKICPA Accounting and Business Management Case Competition	The Hong Kong Institute of Certified Public Accountants (HKICPA)	All Secondary 4-6 students
(2)	December 2023 – March 2024	Smart Consumption Academy – My Unique Project Study	Consumer Council	All Secondary students
(3)	January 2024 – February 2024	Smart Consumption Academy – My Witty Online Quiz	Consumer Council	All Secondary students
(4)	March 2024 – April 2024	Smart Consumption Academy – My Fun Instagram (IG) Post Creation	Consumer Council	All Secondary students
(5)	November 2023 – June 2024	Digital Money Smart for Youth – Four cell story and short video competition for secondary students 2023/24 (tentative)	The Investor and Financial Education Council (IFEC)	All Secondary students
(6)	October 2023 – Jun 2024	Financial Education “Teacher & Student” Series	Not applicable (Organised by the EDB)	All Secondary teachers and students
(7)	March – April 2024	The Hong Kong Financial Literacy Championship 2024 – Online Quiz (Tentative)	Hong Kong Economic Journal Education, the Hong Kong Monetary Authority, etc.	All Secondary students
(8)	March 2024	Digital Stock Trading Guru Competition	Hong Kong Association for Business Education, The Investor and Financial Education Council (IFEC)	Secondary 4-6 students taking Business, Accounting and Financial Studies (BAFS)

(* Details of the above activities will be released on the EDB website or the respective activity websites in due course.)