

Education Bureau Circular Memorandum No. 173/2023

From: Secretary for Education

To: Heads of Primary, Secondary
and Special Schools

Ref. : EDB(CD/MCNE)/ADM/150/1/44(3)

Date : 25 September 2023

The 7th Outstanding Teaching Award for Moral Education Jointly Organised by the Education Bureau and Winsor Education Foundation

Summary

The purpose of this circular memorandum is to inform heads of secondary, primary, and special schools about the application for The 7th Outstanding Teaching Award for Moral Education (referred to as OTAME hereafter), jointly organised by the Education Bureau and Winsor Education Foundation.

Details

2. The aim of OTAME is to encourage schools to implement and promote moral education within and beyond the classroom by adopting a whole-school approach through holistic curriculum planning, diversified learning activities and conducive school atmosphere, with a view to nurturing in students proper values, positive attitudes and practising appropriate behaviours.

3. Nominations are made on a school basis. Each school may nominate ONE teacher or a team of TWO to FOUR teachers to join. Nominated teachers shall be involved in the planning and implementation of the curriculum, learning activities and fostering school atmosphere related to moral education in the 2023/24 school year. (For details, please refer to **Appendices 1 to 4.**)

Enquiries

4. For enquiries, please contact Michael WONG on 2153 7491 or Ms Louisa LO on 2153 7487 of the Education Bureau.

Ms Isabella SO
for Secretary for Education

c.c. Heads of Sections --- for information

The 7th Outstanding Teaching Award for Moral Education
Jointly Organised by the Education Bureau and Winsor Education Foundation
Details

Background

Education is about building a good character and cultivating virtues. Fostering students' development of proper values, positive attitudes towards life and practising appropriate behaviours has been one of the key learning goals of the school education in Hong Kong. The Education Bureau (EDB) advocates a series of priority values and attitudes as the direction for secondary and primary schools to promote values education. Schools are advised to promote values education by a comprehensive and integrated approach. On the basis of whole-school participation, values education can be promoted through “diversified strategies”. They include the collaboration among various stakeholders to connect the learning of different subjects with cross-curricular activities within and beyond the classroom as well as service and practical experiences, while creating a conducive school atmosphere, with a view to nurturing in students proper values and attitudes on all fronts. The EDB and Winsor Education Foundation have jointly organised OTAME since the 2016/17 school year to further promote values education in schools.

Purpose

The aim of OTAME is to encourage schools to implement and promote moral education within and beyond the classroom by adopting a whole-school approach through holistic planning of the curriculum, learning content of different subjects and life-wide learning activities while creating conducive school atmosphere, so as to nurture in students proper values, positive attitudes and practise appropriate behaviours.

Target

- Serving teachers from all secondary, primary and special schools in Hong Kong are eligible to participate in the OTAME. (Teachers who participated in the 1st to 6th OTAME are also welcome.)
- Nominations are made on a school basis. The OTAME is divided into two divisions: Primary Division and Secondary Division. Each school may nominate ONE teacher or a team of TWO to FOUR teachers to join.
- Nominated teachers shall be involved in the planning and implementation of the curriculum, learning activities and fostering school atmosphere related to moral education in the 2023/24 school year.
- Each participating school should submit ONE “Teaching and Learning Plan” (「教學計劃」) only. (For the application form and relevant details, please refer to **Appendices 2 to 4**.)

Themes

Participating teachers should take part in the planning and implementation of their school-based curriculum, learning activities and fostering of school atmosphere related to moral education in the 2023/24 school year under ONE of the following themes:

Theme 1: Nurturing Chinese virtues

Theme 2: STEAM and Values Education

Theme 3: Related themes of the “My Pledge to Act”, including:

(i) “Be Grateful and Treasure What We Have, Stay Positive and Optimistic – Be Diligent and Law-abiding, Perform Acts of Kindness”;

(ii) “Be Grateful and Treasure What We Have, Stay Positive and Optimistic – Think from Others’ Perspectives, Foster Harmony and Be Respectful”;

(iii) “Be Grateful and Treasure What We Have, Stay Positive and Optimistic – Inherit Traditional Culture, Be Patriotic and Love Hong Kong”; or

(iv) “Be Grateful and Treasure What We Have, Stay Positive and Optimistic – Cherish Life, Be Healthy”

Theme 4: A self-defined theme on moral education with reference to the school context (e.g. in alignment with the school motto or religious education, “self-discipline and self-confidence”, life education, media and information literacy education)

Awards

- There are two categories of award in OTAME:
 - a. **Outstanding Award**
 - b. **Excellent Award**
- Outstanding Awards and Excellent Awards will be offered for both Primary and Secondary Divisions. Each of the award-winning teachers and their schools will receive a trophy and a certificate. The number of awards for each Division to be offered will depend on the performance of the shortlisted teachers and the results of the assessment.
- Teachers with Outstanding Awards and Excellent Awards will be invited to participate in the “The 7th Outstanding Teaching Award for Moral Education – Professional Study Tour” to engage in visits and exchanges outside Hong Kong. If teachers entered OTAME as a team of more than two teachers, their school shall nominate two of them to join the study tour.
- As a token of encouragement, a certificate of attainment will be issued to each shortlisted teacher and his/her serving school who entered the second-round of assessment.

Assessment

- An Assessment Panel comprising academics from tertiary institutions, school principals and representatives of Winsor Education Foundation is formed for the OTAME.



- The Assessment Panel will assess participating teachers’ performance in the promotion of moral education in three domains, namely (i) Curriculum Planning, (ii) Learning and Teaching, and (iii) School Atmosphere. The assessment will focus on how the schools synergize and coordinate the three domains through a whole-school approach to effectively implement and promote the chosen theme and achieve the learning objectives.
- In the first round of assessment, the Assessment Panel will shortlist a number of participating schools from each Division for the second round of assessment based on the “Teaching and Learning Plan” (**Appendix 4**) submitted by each school. The number of shortlisted schools will depend on the results of the assessment.
- The second round of assessment is scheduled to be held from March 2024 to May 2024. Members of the Assessment Panel will conduct visits to the shortlisted schools. During the school visit, members of the Assessment Panel will observe lessons and school activities, have interviews with different stakeholders and scrutinise relevant documents as the basis of assessment. Participating teacher(s) will be invited to give a brief presentation to explain his/her/their experience of planning and implementing moral education and share his/her/their thoughts and teaching reflections.
- The Assessment Panel will deliberate and recommend the list of award-winning schools after the two rounds of assessment.

Promotion Activities for Awarded Teachers

The valuable practices, good examples and experience of schools and teachers are worthy of further dissemination. Award-winning teachers will be invited to:

- a. provide articles, video clips, photos and related materials on their award-winning teaching practices in relevant publications and/or uploading onto the EDB Values Education webpage;
- b. attend and share their experience in the OTAME Award Presentation Ceremony and sharing session(s) of the 7th OTAME; and
- c. share their practices and experience with other teachers/principals in the teacher professional development activities of the EDB.

Important Dates

Date	Event
31 October 2023 (Tue)	<p><u>Online Briefing cum Sharing Session on the 7th Outstanding Teaching Award for Moral Education</u> (Course ID on Training Calendar System: CDI020240385)</p> 
On or before 30 November 2023 (Thu) by 11:59 p.m.	<p><u>Enrolment and Submission of Application</u></p> <ul style="list-style-type: none"> ● Participating teachers are required to complete an electronic application form (Google Form) through the designated webpage (https://forms.gle/wP4eze7dE2mfC6Yr9) or the QR code provided on the right (Appendix 2). The completed “Declaration and Consent Form” (Appendix 3) and “Teaching and Learning Plan” (pdf file) (Appendix 4) should also be uploaded. ● If participating teachers would like to receive a copy of the completed electronic application form via email for the purpose of double checking, he / she could tick the option of “Send me a copy of my response” at the bottom of the form. ● After completing the electronic application form, click <u>“Submit” at the end of the form in order to complete the application process.</u> ● Submission of application form and related documents by post, e-mail and in-person will not be accepted. ● The entry submission time will be based on the date and time indicated in the EDB’s server system. Late submission will not be accepted. 
End of January 2024 to early February 2024	<p>Schools will be notified of the results of the first round of assessment (including school visit arrangements for the second round of assessment).</p>
March 2024 to May 2024	<p>Members of the Assessment Panel will go to the shortlisted schools to understand the theme-related activities in person, including school presentation, observation of lessons and school activities, interviews with stakeholders, review of documents, etc.</p>
Late June 2024	<p>Award-winning schools and teachers will be notified of the results of the second round of assessment.</p>
Early to mid-July 2024 (Tentative)	<p>The 7th Outstanding Teaching Award for Moral Education – Professional Study Tour (Details will be announced in due course)</p>

(Chinese version only)

教育局 與 南聯教育基金 合辦
第七屆 品德教育傑出教學獎
電子報名表格填寫須知

1. 參加教師必須通過指定網址（<https://forms.gle/wP4eze7dE2mfC6Yr9>）或右方二維碼，填寫電子報名表格（Google Form），以及將已填妥的「教師聲明及學校同意書」（附件三）及「教學計劃」（附件四）上傳。
2. 除註明外，必須以中文填寫電子報名表格。
3. 若以小組形式參加，須在電子報名表格中填寫教師小組所有成員的資料。
4. 須安排組內一位教師擔任組長，並作為聯絡人；組長須填寫電子報名表格中「參加教師 < i >」部分。
5. 以下為電子報名表格須遞交的資料（除註明外，均為必填）：

**(I) 學校資料**

- 學校中英文名稱
- 辦學團體名稱
- 學校校長中英文姓名
- 學校電話、電郵、傳真、中文地址
- 學校類別（小學／中學／特殊學校／一條龍學校）
- 參與組別（小學組／中學組）
- 參與主題
 - 培育中華美德
 - STEAM與價值觀教育
 - 與「我的行動承諾」相關的主題，包括：
 - (i) 「感恩珍惜·積極樂觀 — 勤勞守法·行出善良」；
 - (ii) 「感恩珍惜·積極樂觀 — 易地而處·和諧尊重」；
 - (iii) 「感恩珍惜·積極樂觀 — 承傳文化·愛國愛港」；或
 - (iv) 「感恩珍惜·積極樂觀 — 愛惜生命·活出健康」
 - 推展按校情所訂下的品德教育主題（請註明）
- 學校2023/24學年校曆表
- 學校過往參加第一至第六屆品德教育傑出教學獎紀錄（如適用）

(II) 參加教師資料

- 中英文姓名*
- 現任職位及職務
- 個人手提電話號碼及常用電郵
- 教學年資及相關工作經驗

*表格內「參加教師 < i >」即個人參加者或小組組長，「參加教師 < ii >」、「參加教師 < iii >」及「參加教師 < iv >」則為小組組員。

教育局 與 南聯教育基金 合辦
第七屆 品德教育傑出教學獎

參加教師聲明及學校同意書

甲、參加教師聲明（如以小組形式參加，小組全體成員均須在此簽署）

1. 謹此聲明，本人／本團隊在電子報名表格提交的資料正確無誤。
2. 如有獲獎，本人／本團隊知悉將會獲邀參與由教育局的教師專業發展活動，本人將會儘量抽空出席，與教育界同工分享實踐經驗及教學成果；並同意教育局使用、發布、及／或複製所提交的資料，用作推廣良好的實踐經驗。

教師簽署				
參加教師姓名				

日期： _____

乙、學校同意書

本校同意以上教師參加「第七屆品德教育傑出教學獎」，並確認經學校電郵提交之電子報名表格的資料及教學計劃。

校長簽署 : _____

校長姓名 : _____

學校名稱 : _____

遞交申請的
學校電郵地址 : _____

學校電話 : _____

日期 : _____

(校印)

教育局 與 南聯教育基金 合辦
第七屆 品德教育傑出教學獎
教學計劃

撰寫教學計劃須知：

1. 不論以個人或小組形式參加。每所學校只需提交一份教學計劃。
2. 教學計劃須配合參與主題及三個評審範疇（即本通函第9頁），簡述學校就選取主題訂定的目標／預期成果，以及如何規劃和推展品德教育等。
3. 範本只供參考。參加教師可自由以合適方式表達，或加入相片或圖表。字型不小於 12 點，篇幅不多於五頁 A4 紙。（如有附件，雖不會計算為教學計劃的內容篇幅，惟不能多於五個附件，每個附件的篇幅不多於兩頁。請上載附件於網上檔案夾，並於正文附上連結。）
4. 參加教師須把教學計劃以 PDF 格式存檔（檔案名稱應包含學校名稱），連同已填妥的「教師聲明及學校同意書」（附件三），於 **2023 年 11 月 30 日或以前上傳到指定網址**（見右列二維碼）。



甲、參加者資料

參與學校類別（以 表示）：

- 小學 中學 特殊學校* 一條龍學校*

* 特殊學校和一條龍學校，請在下方以 表示選擇參加小學組或中學組

- 小學組 中學組

參賽主題（請在下列選取一項，並以 顯示）

1. 培育中華美德
2. STEAM 與價值觀教育
3. 與「我的行動承諾」相關的主題

（主題：_____）

4. 推展按校情所訂下品德教育的主題

（主題：_____）

乙、配合參與主題的教學實踐例證和細節

教學計劃內容：

- 請配合參與主題及三個評審範疇（即本通函第 9 頁），簡述學校就選取主題訂定的目標／預期成果，以及如何透過全校參與模式，規劃和推展品德教育等，並提供校本相關例子和具體推行安排。
- 內容（包括標題、內文、圖像、附件或網上附件連結名稱等）不得以任何方式顯示或暗示參加者姓名、辦學團體名稱及／或學校名稱，本局會按情況要求學校就此作修訂及跟進。

1. 課程規劃

例子：

- 透過整體課程規劃，建構校本價值觀教育課程
- 與不同學習領域、科目或組別協作，推行價值觀教育
- 鼓勵教師提升課程領導、規劃和管理的專業能量，提升教學成效
- 有系統了解和評估課程成效及學生轉變

2. 學與教

例子：

- 將價值觀教育學習元素，有機結合於科目的課堂學習
- 於課業安排和延伸活動的設計，有效加入價值觀教育的學習元素
- 於全方位學習活動或服務實踐經歷，有效加入價值觀教育的學習元素
- 學與教策略和課程內容能配合學生的成長和需要

3. 校園氛圍

例子：

- 教職員團隊抱持共同理念，並就價值觀教育的推行方向和策略建立共識
- 促進教職員之間的專業交流
- 協同家長參與力量，共同推動價值觀教育
- 積極引入外間支援（校友、社區、學校網絡、非政府組織等），協同各持份者參與力量
- 於校內透過佈置和活動安排，宣揚正確價值觀和態度，積極營造有利推動氛圍