



華英中學
Wa Ying College



Wa Ying College 2020-2021 Student Union 1st Half Year Plan



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Schedule of 1st term activities

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招才進稿Platform

I. Aims

- To help clubs and societies/ students promote their information
- To let more students know about the latest information of different clubs and societies
- To raise the participation of events
- To help students explore their interest and potentials

II. Details of the platform

2.1 Collection of information

Any parties who are interested in using the platform , can fill in the google form posted in Bio or PM in Instagram.

2.2 Promotion of information

After we receive the information from parties, we will post it through an Instagram story which will be kept for 24 hours. After 24 hours, the story will be kept at “Highlight” which can be reviewed anytime.

II.3 Sample



III. Promotion

The story will be posted through an Instagram story which will be kept for 24 hours. It could be a kind of promotion.



Stationery Ordering

I. Aims

- To promote welfare among students
- To allow students to purchase stationery at an affordable price

II. Details of the event

- 2.1 Date of application:
4th October 2021 – 8th October 2021 or 4th October 2021 – 10th October 2021
- 2.2 Ordering arrangement:
Google form through IG
- 2.3 Date of payment:
11th October 2021 – 13th October 2021 and 15th October 2021 (Recess and After school)
- 2.4 Packing and deliver dates:
1st November 2021 – 3rd November 2021
- 2.5 Selected company: 華新洋紙文具公司
Reason for selection: The company provides a large variety of stationery with good quality at a low price.
- 2.6 Types of stationery:
Ball pen, ball pen refill, gel pen, gel pen refill, lead pen/pencil/pencil lead, highlighter, memo, correction tape/eraser, etc.

III. Promotion

- Posters will be completed by 4/10
- Promotion period: 4-8/10

IV. Budget and estimated expenditure

- Payment of stationery orders from student- ~\$3000
- Remarks:
Orders will be cancelled if the payment is not received on time.



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V. Contingency plan

Student Union and the Welfare Affairs Committees will have the right to make the final decision if there are arguments.



Publication Committee Training Workshop

I. Aims

- To invite our alumni to participate in the training of our sub-committees.
- To provide a more favorable situation for the students who are interested in the jobs.
- To let our sub-committees have more pro-skills to support their work.

II. Details of the workshops

2.1 Date

- Workshop for Typesetters: 17 November 2021 (WED) or 24 November 2021 (WED)

2.2 Venue

- Via Google Meet

2.3 Time

- 17:30-17:40

2.4 Target

- Typesetters sub-committee

2.5 Details about the content of the workshop

- Introduction of Affinity Publisher
- Basic use
- Importing Chinese font
- Reminders
- Requirement of typesetting
 - a. Bleed
 - b. Font of column names
 - c. Color format
 - d. File format
- Q & A sessions

III. Promotion

The workshop is compulsory for all the typesetters subcommittee so no promotion is needed.

IV. Budget and estimated expenditure

As the Publication Committee Training Workshop is a non-profitable project, no expenditure revenue will be made throughout the activity.



Graduation Cup

I. Aims

- To keep the tradition from the past Internal Affairs Department
- To agglomerate form six students in their class
- To let them leave a wonderful memory with their classmates and teachers in the secondary school life
- To create a time for the form six students to relax from the pressure of HKDSE

II. Competition details

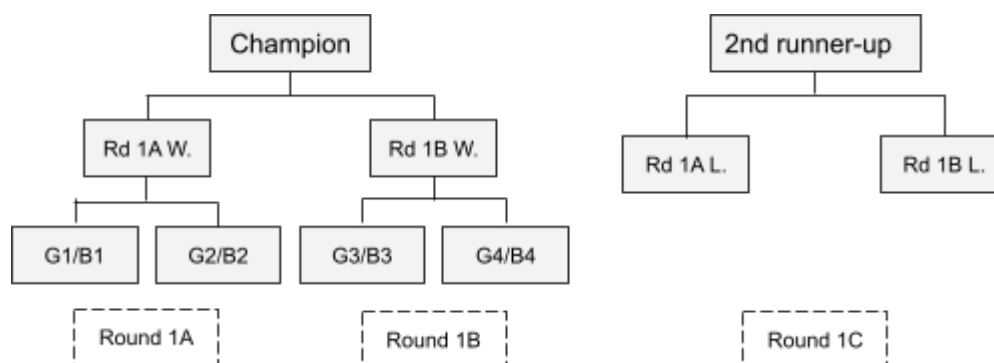
2.1 Date: 8th November, 2021 - 12th November, 2021

2.2 Time: 1:15 p.m. to 2:00p.m.

2.3 Venue: School Basketball court

2.4 Number of competitions: 9 (Including teachers-students competition)

2.5 Schedule:



***Rd 1A W. = Round 1A Winner**

***Rd 1A L. = Round 1A Loser**



| Date | Time | Details |
|-------------------|-------------|-------------------------------|
| 8/11/2021 (MON) | 13:15-13:35 | Girls Round 1A |
| | 13:40-14:00 | Girls Round 1B |
| 9/11/2021 (TUE) | 13:15-13:35 | Boys Round 1A |
| | 13:40-14:00 | Boys Round 1B |
| 10/11/2021 (WED) | 13:15-13:35 | Girls Round 1C |
| | 13:40-14:00 | Boys Round 1C |
| 11/11/2021 (THUR) | 13:15-13:35 | Girls Final |
| | 13:40-14:00 | Boys Final |
| 12/11/2021 (FRI) | 13:15-13:35 | Teachers-Students Competition |

2.6 Helpers:

- Time Keeper : Internal sub-committees
- Counting Marks : Internal sub-committees
- Marking Scores : Internal sub-committees
- Playground order : Internal sub-committees
- Referees: 2-3 students will be invited
- First-aid : Red Cross (Three people per day)

III. Promotion

Before the events

- Poster will be posted on boards and instagram on 1/11

After the events

- Photos will be taken at the competition and post on Instagram after the competition.



IV. Budget and estimated expenditure

| <u>Items</u> | <u>Quantity</u> | <u>Price(HKD)</u> | | <u>Income</u> | <u>Expenditure</u> | <u>Balance</u> |
|------------------|-----------------|-------------------|--|---------------|--------------------|----------------|
| Watermelon Ball | 3 | \$80 | | | \$240 | -\$240 |
| Tape | 4 | \$20 | | | \$80 | -\$80 |
| Coloured Posters | 20 | \$1 | | | \$20 | -\$20 |
| Medals | 36 | \$20 | | | \$720 | -\$720 |
| Total | | | | | | -\$1060 |

V. Contingency plan

4.1 Bad weather arrangements

- Matches will be postponed, final decisions will be announced through the IG page and directly contact the representatives of each class.
- Two extra days will be booked for special arrangements (15/11/2021-17/11/2021)

4.2 Injury cases

To make sure that a teacher can immediately help if any injury happened:

- Red Cross will be invited to on-duty on every match
- Teacher-in-charge will be at the competition court.

4.3 Arguments/ students are not satisfied with the result

- The Student Union and the Internal Affairs Committee will have the right to make the final decision.
- We will invite experienced students to be the referees, in order to lower the chance of having dissatisfaction.

4.4 Epidemic arrangements

- According to the disease prevention measures and arrangements from the government, the matches will be postponed. Final decisions will be announced through the IG page and directly contact the representatives of each class.
- The postponed matches will be held after DSE.



Joint School Oral Practise

I. Aims

- To sharpen students' oral examination skill sets under the HKDSE guidelines and regulations.
- To provide a platform of academically exchange among form 6 students from different schools.

II. Details of the event

2.1 English Division

- Date: 18th December, 2021 (SAT)
- Organizing School: Wa Ying College
- Co-organizing Schools:
Hoi Ping Chamber of Commerce Secondary School
Tsuen Wan Government Secondary School

2.3 Time: 09:00-13:20

2.4 Venue: Tsuen Wan Government Secondary School

2.5 Target Students: F.5-F.6 Students, while F.6 students are in the first priority of the quotas and all the quotas are reserved in first-come-first-served basis

2.6 Deposit: \$30

- Note that the deposit will be returned to attendees who have taken their attendance in the deposit counter on that day

2.7 If the participant did not attend the oral practice, deposits will not be refunded

2.8 Total quota: 80

Quota for Wa Ying College: 16

III. Arrangement:

3.1 Overall arrangement:

- All settings and groupings will strictly follow the HKDSE Oral Examination regulations and pattern
- A list of participants will be prepared in advance. All participants must show their student ID Card when entering the school venue.

3.2 Time Arrangement:

- Each participant is required to arrive the waiting room according to the reporting time, which is 15 minutes before his/her examination time and get back his/her deposit in the counter of his/her corresponding school,



- in which only his/her school's helpers will be responsible for his/her school's participants, or else his/her deposits will not be refunded
- 45 minutes of preparation time is required for setting up the venue from 09:00
- There will be 4 sessions in total. Each session will last for 40 minutes

3.3 English Division

- There will be a total of 4 members in each group
- They will be transited to the preparation room. 10 minutes will be given for preparation of the group interaction with a cue card and an oral question provided.
- The oral practice consists of a 8-minute group interaction as well as a 1-minute individual response per participant
- There are 5 groups in each session

3.4 Time slot of each group

| Time | Procedure |
|------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| 1)09:45-09:55 2)10:25-10:35 3)11:25-11:35 4)12:05-12:15 | Report to the deposit counter in the waiting room. |
| 1)09:55-10:10 2)10:35-10:50 3)11:35-11:50 4)12:15-12:30 | Participants will be led to the preparation room and start their 10-minute preparation of the mock examination under the helpers' instruction. |
| 1)10:10-10:12 2)10:50-10:52 3)11:50-11:52 4)12:30-12:32 | Participants will be led to the examination room. |
| 1)10:12-10:27 2)10:52-11:07 3)11:52-12:07 4)12:32-12:47 | Participants should be settled down in the classroom and start their examination which requires approximately 15 minutes. |
| 1)10:27-10:37 2)11:07-11:17 3)12:07-12:17 4)12:47-12:57 | Teachers will give feedback and comments according to the performance of participants. |



| | |
|------------------------------------------------------------------|----------------------------------------------------------------------|
| 1)10:37-10:40 2)11:17-11:20 3)12:17-12:20 4)12:57-13:00 | There will be a short break between each session in case of delayal. |
| 1)09:45-09:55 2)10:25-10:35 3)11:25-11:35 4)12:05-12:15 | Report to the deposit counter in the waiting room. |

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3.5 Full Day Time Table (including reporting time)

| | |
|----------------------------------|-------------|
| Setting up venue and preparation | 08:15-09:00 |
| 1st time slot | 09:00-10:00 |
| 2nd time slot | 10:00-11:00 |
| 3rd time slot | 11:00-12:00 |
| 4th time slot | 12:00-13:00 |

3.6 Room Arrangement

- 5 exam rooms are needed for the English Division. 1 room is for the preparation room and waiting room.

3.7 Arrangement of teacher examiners

- Each school will invite 1-2 subject teacher according to the subject of oral practice they have participated, while each teacher examiner is required to prepare 2 examination question
- There will be 1 teacher examiner in each examination room
- All English teacher examiners will arrive at 09:30

3.8 Work allocation of helpers

- Each school will send out 2 helpers according to the subject they have participated in, while the external affairs committee (WYC) will send out 5 helpers as the organizer.
- Total number of helpers : 11
- Helpers at counter : 1 from each school
- Helpers at waiting room : 3
- Helpers leading participants to examination room : 5



IV. Preparation Schedule

| Date | Progress |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12/10-17/10 | Designing invitation cards for teachers |
| 11/11-12/11 | Giving out invitation cards to subject teachers |
| 22/11 | Confirmation of drafts of promotion posters |
| 22/11 | Confirmation of the availability of teacher examiners of English Division |
| 27/11-4/12 | Promotion period (Poster+application form) |
| 6/12 | -Confirmation of examination questions -Handing in participants' list |
| 6/12-10/12 | -Collecting deposit from applicants -Making the draft of timetable |
| 11/12-12/12 | Confirmation of time table with applicants |
| 13/12-17/12 | -Purchase of needed materials and sundries -Printing of examination questions and materials needed -Preparation of souvenirs for teacher examiners |

a. Materials needed:

- Cue cards * 100
- Timers * 6
- Water for teacher examiners * 5
- Stationeries

b. Promotion

- The poster of the English Division will be designed by Wa Ying College and posted on 6th December, 2021.
-

V. Budget and estimated expenditure

| <u>Items</u> | <u>Quantity</u> | <u>Price(HKD)</u> | | <u>Income</u> | <u>Expenditure</u> | <u>Balance</u> |
|--------------|-----------------|-------------------|--|---------------|--------------------|----------------|
| Total | | | | | | -\$100 |

XI. Contingency plan

If our activities cannot be held because of unforeseeable situations such as severe weather conditions or other situations, including typhoons or an outbreak of flu, our activities will be cancelled or to redraft a new date.



Sub-committee Training Day

I. Aim

- To strengthen the bonding between committees and departments
- To let sub-committees to be familiar with the work of each department
- To help sub-committees to be well-prepared for the upcoming works

II. Details of events

- 2.1 Date: 27-11-2021
- 2.2 Time: 9:00-12:30
- 2.3 Venue: covered playground and 3/F classrooms
- 2.4 Participants: All sub-committees (maximum 100 people)
- 2.5 Programme:

| Time | Programme |
|-------------|---------------------------------------------------|
| 9:00-9:10 | Roll call |
| 9:10-9:20 | Introduction by teacher advisor and committees |
| 9:20-9:30 | Draw lots and move to different classrooms |
| 9:30-9:35 | Introduction of games (draw lots + punishment) |
| 9:35-11:30 | Self-introduction within department + Group games |
| 11:30-11:40 | Break |
| 11:40-12:00 | Briefing of work & talks within department |
| 12:00-12:15 | Introduction of vision and plan of SU |
| 12:15-12:30 | Remarks by advisors + taking group photos |



III. Details of Programme

- i. All students will be divided into 7 groups according to their departments. There will be 7 groups in total. Each group consists of 11-25 people.
- ii. When all students gather at the covered playground, they are required to sit according to their department all facing to the stage and keep a social distance of 1.5m.
- iii. In the game session, each group will be in different rooms. For example, the Finance department will do task 1 in room 202 and Welfare department will do task 2 in room 203 during the same period.

IV. Promotion

Details will be posted on Instagram post and WhatsApp group to inform the sub-committees a week before.

V. Budget and estimated expenditure

| Items | Quantity | Price | | Income | Expenditure | Balance |
|-----------------------------|----------|-------|--|--------|-------------|---------------|
| Gifts (packed snacks) | 7 | \$250 | | \$0 | \$250 | -\$250 |
| Game materials | 1 | \$50 | | \$0 | \$50 | -\$50 |
| Total | | | | | | -\$300 |

VI. Measures under COVID-19

- i. Students need to check their body temperature at the school entrance before attending the training.
- ii. Students are reminded to keep a social distance of 1.5m during each programme.
- iii. Students need to use hand sanitizer to sterilize their hands before entering and leaving any room.



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VII. Contingency Plan

If the activity cannot be held because of unforeseeable situations such as severe weather conditions or other situations, including typhoons or an outbreak of pandemic, the activity will be cancelled or to redraft a new date.



Sweetie Express (Teachers' and Staffs' Special) combined with Sweetie Express (Students' Special)

I. Aims

- To provide a platform for students to thank teachers' investment in teaching us
- To create a more harmonious atmosphere in Wa Ying
- To provide a platform for students to say thanks and show support to their friends
- To develop a close rapport between students

II. Details

- II.1 Application date: 15th 2:00p.m. – 18th 2:00p.m. November, 2021
- II.2 Pay date: 24th November, 2021 – 27th November, 2021 (recess and after school until 1:30 p.m.)
- II.3 Packing and deliver dates: 1st – 15th December, 2021
- II.4 Number of packages: 3 (with 4 – 8 items in each package)
- II.5 Maximum order number for teachers: 2000
Maximum order number for students: 9000
- II.6 Helpers:
 - Data of orders integration: Internal sub-committees
 - Packing of orders: Internal sub-committees
 - Delivery of packages: Internal sub-committees
- II.7 Gift Delivery Service
 - Students can purchase gifts on their own for their friends, and put in the collection box provided

III. Content

- III.1 Teachers:
 - Package 1 : 最「甲」:\$3
紅藍/筆+塗改帶
 - Package 2 : 華英造聲:\$4
龍角散+茶包
 - Package 3 : 至舒服係你:\$5
掛耳咖啡+熱朱古力
- III.2 Students:
 - Package 1 : 小食多滋味:\$4
Kinder+棉花糖+粟米棒+旺旺仙貝
 - Package 2 : 玩轉極樂園:\$6
Kinder+棉花糖+粟米棒+旺旺仙貝+豬肉乾+蒟蒻/啫喱
 - Package 3 : 甜入你心窩:\$8
Kinder+棉花糖+粟米棒+旺旺仙貝+豬肉乾+蒟蒻/啫喱+麥提沙+旺旺雪餅



IV. Promotion

Before the event

- Poster will be posted on boards and social media on 15th November, 2021
- A promotion video will be posted on 15th November, 2021
- Thanksgiving card will be bought for students to write to teachers and classmates

After the event

- Photos will be taken during delivery time and post on the website of Student Union later

V. Budgets and estimated expenditure

| Items | Price (HKD) | Quantity | | Income | Expenditure | Balance |
|--------------------------|----------------------------------------------|----------|--|--------|-------------|---------|
| Decorated paper bags | \$0.5 | 800 | | | \$400 | -\$400 |
| Tape | \$5 | 15 | | | \$75 | -\$75 |
| Cards | \$0.2 | 800 | | | \$160 | -\$160 |
| Purchase of refreshments | <i>Students will pay for their purchases</i> | | | | | |
| TOTAL | | | | | | |

VI. Contingency Plan

Orders will be cancelled if the price is not paid on time
Student Union and the Internal Affairs Committee will have the right on making the final decision if there is arguments



Internal Singing Contest

I. Aims

- To provide a platform for students to show talent in singing
- To introduce students with extracurricular activities that falls outside the realm of normal curriculum of academic education
- To enhance students' cohesion towards the school and peers.

II. Details of the event

- Date:
 - Heats: 30/11/2021, 1/12/2021
 - Final: 14/12/2021
- Time:
 - Heats : 16:30-18:30
 - Final : 16:30-18:30
- Venue: School hall
- Application period : 13/11/2021-19/11/2021
- Target Participants : F1-F6 students in Wa Ying College
- Target Audience : F1-F6 students in Wa Ying College, alumni and teachers.
- Number of participants on final day : 10 finalists + 3 groups of performances + 1 special guest = total 14 groups participants
- Master of ceremony : will be selected through 招財進稿
- Judges : tbc

III. Preparation Schedule

| Date | Progress |
|-----------------------|------------------------------------------------------------------------------------|
| 15/10/2021-10/11/2021 | Planning rundown |
| 4/11/2021-10/11/2021 | Invitation of teachers adjudicators, guest performers and alumni |
| 13/11/2021-28/11/2021 | Promotion period (Posters, Promotion Video, Decoration on beverage cartons) |
| 16/11/2021-23/11/2021 | Arrangement of rundown |
| 19/11/2021 | Deadline of submitting lyrics and media files |
| 23/11/2021 | Confirmation of MC scripts, deadline of clubs and societies to hand in 3 questions |
| 27/11/2021 | All materials needed are prepared well |



IV. Accurate arrangements of the Internal Singing Contest

4.1 Heats and Final :

- Time : 16:30-18:30(After self directed learning periods)
- Stream : live show and live on Instagram

Form 2, 5 and 6 students could sign up to watch the competition at school and other students can watch it at home through YouTube or Instagram while participants, teachers, adjudicators and student helpers would stay at school to conduct the event.

- Arrangements before and after internal singing contest

Lunchtime:

Participants and student helpers will stay at school to have lunch. After finishing their lunch, they will do preparation. Publicity sub-committees will start to decorate the hall and external sub-committees will stick the question papers.

Self directed learning lessons:

Participants and student helpers will stay at school to have lessons or self study. They will stay in the covered playground or booked classroom.

After self directed learning lessons:

Some external sub-committees need to lead the students to answer questions. Some need to be on duty to deliver the chocolates.

After singing contest:

All responsible student helpers should stay to clean the hall.

V. Qualifications of entering the Final Round

- 8 students who scored the highest marks among judges' score and 2 students who get the highest vote per day can enter the final section.
- Sections of soloers and groups will be judged separately and different awards will be given.
 - On the final day, apart from champion, first runner-up and second runner-up, there will be a prize added which is an award of favorite singer. Audience can vote for one singer as their favorite singer.



- 4 groups of performers are allowed to apply for performing on the stage on the final date of Singing Contest
- Team of teacher and student, Clubs, Societies will be in the first priority

VI. Students' Voting Procedure

- **First priority :**
We would like to ask for the allowance of using mobile phones during the voting section, students can use their phones to scan the QR code for voting by google form.
- **Second priority :**
A voting box will be set up in the main entrance under the supervision of at least 2 sub-committees.
The name lists of all classes will be prepared to record the voting of students. Students are only allowed to vote once, in which they can cast a vote to three contestants on each vote.
Voting sheets will be put into the voting box after they have marked their name on the list. However, their name should not be written on their voting sheet.

VII. New Things added in this year

- LED lights:
 - a. Lights which are as small as a thumb will be bought and placed in 2 paper boxes on the both sides of the entrance of the hall. (The lights are red, blue and white in colour)
 - b. Students can get them when they enter the hall and replace them in the boxes when they leave the hall.
 - c. 2 external sub-committees will stand beside the paper boxes to appeal to them to get one and remind them to replace it.
 - d. After finishing the singing contest, the 2 boxes fulfilled with lights will be placed in the SU room for next year or other uses.
- Coordinating with clubs and society:
 - a. Asking clubs and societies to hand in 3 multiple-choice/short questions that are about their club or WYC. There 25 clubs and societies (the clubs and societies that do not involve a student chairperson are not to be included). As a result, there are 75 questions in total.
 - b. The first 25 questions will be stuck on the ground floor or stairs dispersedly on the first heat day. The next 25 questions will be stuck on the second heat day. The last 25 questions will be stuck in the final.
 - c. The questions should be interesting and relate to their club or society. For instance, the knowledge that they had posted on their IG. Then, the students waiting for the singing contest can use the time to answer the questions and understand those clubs and societies more. Furthermore, the area outside the hall can be less crowded.
- Delivering chocolates as a gift:



- a. Students who answer 15 questions correctly (60%) on that day, can get 2 chocolates from the external sub-committees in the Glass Room.
- b. To increase the participation rate of answering questions and enhance their mood biologically.

VIII. Measures under COVID-19

- Microphones covers will be used and changed into a new one after each performance. Alcohol will be used to sanitise the microphones also.
- Everyone has to check their body temperature at the entrance and use the hand sanitizer before entering the hall.

IX. Materials needed

- Application forms
- Invitation sheets
- Lyric sheets
- Score sheets
- Voting sheets
- Rundown posters and promotional video
- Certificates for winners
- Desk bells
- Microphones cover
- Thermometers
- Hand sanitizer
- Small LED lights
- Question papers
- Answer sheets

X. Budgets and estimated expenditure

| Items | Price (HKD) | Quantity | | Income | Expenditure | Balance |
|--------------|-------------|----------|--|--------|-------------|---------------|
| LED lights | \$0.4 | 100 | | | \$40 | -\$40 |
| Chocolates | \$0.5 | 200 | | | \$100 | -\$100 |
| TOTAL | | | | | | -\$140 |



Joint School Christmas Ball

I. Aims

- To widen participants' knowledge about different characteristics and identities through dining/social activities.
- To give out opportunities for participants to meet more friends from other different backgrounds and other schools.
- To provide a platform for our schoolmates to equip themselves with formal socialising skills.

II. Details of the Christmas Ball

2.1 Date: 23/12 1700-2000 (First Choice)

2.2 Participating schools:

- Wa Ying College
- St. Stephen's College
- St. Catherine's College
- St. Joseph's Anglo-Chinese School

2.3 Venue: tbc

2.4 Number of quota:

- Total quota: 200
- Quota for Each School : 50

2.5 Fee to be collected from participants : Male: \$150; Female: \$120

2.6 Time arrangement

| Programme | Time |
|--------------------|-----------|
| Ice Break | 15-30mins |
| Dancing (EDM) | 20-30mins |
| Performance | 10mins |
| Dancing (High) | 20-30mins |
| Performance | 10mins |
| Lucky Draw | 10mins |
| Dancing (Romantic) | 20-30mins |
| Performance | 10mins |
| Dancing (Romantic) | 20-30mins |
| Lucky Draw | 10mins |



| | |
|---------------------|---------|
| Special Performance | 10 mins |
|---------------------|---------|

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2.7 Work Allocation:

Resources:

- Wa Ying College
 - Backdrop
 - Decoration of the venue
 - Food Bar → Welfare
- St. Stephen's College
 - Poster (Soft Copy)
 - Promotion video (Photog)
 - Lucky Draw
 - Total number of present : 8
 - Small Gift x 6 : Chocolate x 3 + Muji pack x 3
 - Special Gift x 2 : 情女裝書包
 - Photo Booth + 即影即有 \$10@1 (x150)
- St. Catherine's College
 - Performers
- St. Joseph's Anglo-Chinese School
 - Venue (deadline : 31/10)
 - Promotion video (script)
 - Flower (\$30x100)
 - Publication of Tickets

Remarks: all the budget plan must be handed on or before 14/11,
1 performance should be provided from each school.

MV Major character + MC : 2 people from each school

- Wa Ying College (Girl)
- St. Stephen's College (Boy)
- St. Catherine's College (Girl)
- St. Joseph's Anglo-Chinese School (boy)

Helpers:

An organizing committee consisting of 40 people is formed.
Each school will send 10 people as helpers.
They are responsible for stage worker, food bar, public relation,
reception, flower selling

III. Promotion

- Posters will be completed by 21/11
- Promotion period: 28/11-12/12
- All participants list and helpers list must be completed by all schools by 14/11



IV. Budget and estimated expenditure

| <u>Items</u> | <u>Quantity</u> | <u>Price(HKD)</u> | | <u>Income</u> | <u>Expenditure</u> | <u>Balance</u> |
|--------------|-----------------|-------------------|--|---------------|--------------------|----------------|
| Total | | | | | | -\$8000 |

V. Contingency plan

If our activities cannot be held because of unforeseeable situations such as severe weather conditions or other situations, including typhoons or an outbreak of flu, our activities will be cancelled or to redraft a new date.



Lustre Issue 67

I. Theme

“Oath” is the proposed theme of Lustre Issue 67. Under this theme, we intend to help Wayingers to recall their memories of normal school life. As the COVID-19 is expected to come under control, the full-day school will be resumed. The theme “oath” would help Wayingers to retrospect the things that could not be done due to the pandemic. We hope Wayingers can set their goals and plan for their coming school life to compensate for regrets.

II. Aim

To echo the theme mentioned, we put great emphasis on topics that relate to promise. Our column “Wayingers Spill It Out” would talk about the promise between fathers and children. Also, “Spotlight” would introduce founders of some new interest groups. We want to share how they can stick firmly to their dreams and make it come true at last. We hope Wayingers can realise the importance of persistence so that they can achieve self-actualization.

III. Half Year Plan

- Lustre Issue 67 would be published in the 1st term and distributed before the 15th February, 2022
- Number of pages: 31 (including the covers)
- Number of copies: 800
- Contents:

| Section | Topic | No. of Pages | Language |
|-------------------------|-------------------------------------------------------|--------------|-------------------|
| Our People | Interview of our new teacher (5) | 4 | English |
| Spotlight | Introduction of Japanese Pop Culture Group | 4 | English |
| Cultural Plaza | Introduction of hand-carved Mahjong | 4 | Chinese |
| Issue | Pet immigration | 4 | English |
| New Pages | Review on our school Musical | 4 | Chinese |
| Jailbreak of Mind | Artworks from students | 4 | English + Chinese |
| Wayingers Spill it Out! | Knowing the hidden scene behind teachers who are also | 3 | English + Chinese |



| | | | |
|--------------------------|-------------------------------------------------------------------------------------------------|---|---------|
| | “daddies” | | |
| Alternative Reality Game | The riddles designed by ARG group were stolen and Wayingers need to help them to find them back | 1 | Chinese |

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IV. Details of Lustre Issue 67

4.1 Our People

Purpose:

Knowing more about teachers can cultivate the sense of belonging of all Wayingers. Also, to echo the theme, we want to know why teachers would choose this job and what they find interesting about teaching. Another point is whether the teachers stick to their dreams, why or why not.

Content:

Interviewee: Ms Ip Wing Yan
Ms Wong Hiu Tong
Ms Cheung Hoi Yan
Mr Wong Siu Kee
Ms Chan Yik Man

4.2 Spotlight

Purpose:

We would like to introduce our school clubs and societies to our schoolmates. The enthusiasm of the founders will be inspiring. They can encourage Wayingers to pursue their dreams. Also, they can share some important experiences of founding a new society.

Content:

Interviews with the committee members of Japanese Pop Culture Group and their advisor Ms. Cheung will be present in the English comics.

4.3 Cultural Plaza

Purpose:

There are many traditional handmade products in Hong Kong. However, the advance of technology has overshadowed their importance. Workmanship is disappearing. We hope to introduce some of them to our schoolmates and raise awareness of protecting these traditional industries.

Content:

Interview with the shopkeeper of Biu Kee Mah-Jong in Jordan.

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4.4 Issue

Purpose:

To echo the theme “oath”, we want to show readers that if they decide to raise a pet, they will need to make a commitment, even if they immigrate to another country.

Content:

- How severe is the pet-abandoning problem in Hong Kong?
- What are the reasons behind pet abandonment?
- Is pet immigration as difficult as it seems?

4.5 New Page

Purpose:

Under the pandemic, the musical was postponed for the whole year. Some actors needed to take DSE while they were preparing for the show. The experiences of them could teach Wayingers how to keep a positive attitude and overcome the difficulties.

Content:

- Interviewee:-Zhang Yu Xuan (Alumni)
- Yip Shing Lam (Alumni) (Through Zoom)
 - 5D Cheng Man Kiu
 - 4C Shum Ka Ying
 - 5A Mui Cheuk Hang
 - Ms. Emily Chan
 - Ms. Chan Lai Man
 - Ms. Iu Wai Yun
 - Mr. Wong Pui Leung
 - Mr. Law Chi Wai

4.6 Jailbreak of Mind

Purpose:

We aim to provide a platform for Wayingers to share their own pieces of art, as well as to showcase their creativity and innovation. We would like to let our schoolmates appreciate each other’s great work.

Content:

Wayingers can share with schoolmates their ideas through different forms of arts, including writings, photographs and drawings. All contributors can get a small gift for encouragement.



4.7 Wayinger Spill it out

Purpose:

We aim to let students know more about our teachers in order to have a closer teacher-student relationship. In addition, interaction between our teachers and schoolmates is encouraged.

Content:

Knowing the hidden scene behind teachers who are also “daddies” and reviewing duties/responsibilities given by different roles (e.g. teacher, parent). Meanwhile, there may be promises between teachers and students as well as teachers with their children, which can encourage both of them to be hard working.

4.8 Alternative Reality Game

Purpose:

We aim to arouse Wayingers’ interests in Lustre. An interesting topic of games may be attractive to them. Also, the background about student union can make Wayingers know more details about how it functions. This can improve the communication between different departments too.

Content:

The riddles designed by the ARG groups disappeared 1 month before the publication of Lustre. Wayingers should help them to find the riddles back by solving several riddles and tasks at school. Meanwhile, the plot of the game will be updated on instagram.

4.9 Quotes

Purpose:

To enrich the content of Lustre and share some important messages with Wayingers.

Content:

Several Bible verses and famous sayings will be collected and post on the bottom of some pages.

4.10 Addition

1. The softcopy of Lustre would be uploaded on the webpage of Student Union for review.
2. QR code would be provided for extended reading materials. (videos, articles, etc.)



v. Working Timeline (half-year planning)

| Month | Item(s) |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| October | <ul style="list-style-type: none"><input type="checkbox"/> 20/9-4/10 Recruitment of sub-committee <input type="checkbox"/> 13/10 First department meeting<input type="checkbox"/> -Topics confirmation<input type="checkbox"/> -Work allocation<input type="checkbox"/> -Set deadlines <input type="checkbox"/> 20/10 Submission of writing plan<input type="checkbox"/> 23/10 Submission of proposal of Lustre Issue 67 <input type="checkbox"/> 24/10 First draft from ARG |
| November | <ul style="list-style-type: none"><input type="checkbox"/> 1/11-10/11 Interview of Spotlight, data collection of Issue<input type="checkbox"/> 1/11-15/11 Interview of Our People, Cultural Plaza, New Page, Wayingers Spill It Out<input type="checkbox"/> 1/11-27/11 Designing riddles for ARG, writing of other articles<input type="checkbox"/> 7/11-28/11 Publicity and submission of Jailbreak of Mind<input type="checkbox"/> 28/11 First draft and quotes from journalists<input type="checkbox"/> 29/11 Start cover designing and typesetting |
| December | <ul style="list-style-type: none"><input type="checkbox"/> 3/12 Finalize all the articles (Proofread by advisors)<input type="checkbox"/> 13/12-16/12 Distributing gifts to contributors<input type="checkbox"/> 16/12 Submission of the design and typeset<input type="checkbox"/> 20/12 Hand in the finalized Lustre Issue 67<input type="checkbox"/> 25/12 Hand in the quotations of 3 different printing shops |
| January | <ul style="list-style-type: none"><input type="checkbox"/> 3/1 Hand in the finalized quotation and pay the deposit (After the approval from school) |
| February | <ul style="list-style-type: none"><input type="checkbox"/> 10/2 Collect the printed booklets<input type="checkbox"/> 14-15/2 Distribute Lustre Issue 67<input type="checkbox"/> 23/2 Second Department Meeting |



Schedule of 1st term activities

| Month | Activities |
|-----------|-------------------------------------------------|
| September | 招才進稿Platform |
| October | Stationery Ordering |
| November | Publication Committee Training Workshop |
| | Graduation Cup |
| | Sub-committee Training Day |
| | Sweetie Express (Teachers' and staffs' Special) |
| | Sweetie Express (Students' Special) |
| | Internal Singing Contest (Heat) |
| December | Internal Singing Contest (Final) |
| | Joint School Oral |
| | Christmas Ball |
| January | / |
| February | Lustre Issue 67 |