

Hong Kong Baptist University Affiliated School
Wong Kam Fai Secondary and Primary School (Primary Division)

2026/27 Work Plan on Implementation of Measures for Safeguard National Security and Promoting National Security Education

To: Chief School Development Officer

Area	Measure(s)	Assessment Method	Timeline	Person-in-charge	Resources Required
School Administration	Further strengthen the effectiveness and consistency of administrative guidelines by enhancing inter-departmental coordination and implementing systematic communication and review mechanisms for national security education practices. Reviewing continuously related administration guidelines of school to facilitate the promotion of national security education.	Quantitative: ● Record of guideline updates and dissemination frequency ● Staff survey on understanding of NSE policies Qualitative: ● Observation of implementation consistency across teams ● Feedback from staff meetings (SD Evening, CT meeting)	Whole year	CP/DP/SVP/V P/AVP	IT Support
	Strengthen the accessibility, utilisation, and effectiveness of NSE-related information by improving resource organisation and adopting multi-channel communication strategies for staff engagement.	Quantitative: ● Frequency of updates to school drive	Whole year	Administration office	IT Support

	● Frequently update the folder on the school drive for all related EDB circulars for school staff's easy reference. ● Provide teachers with more information (PD, T&L, activities, etc) about national security education and store the learning materials in the school drive.	● Communication records (emails, notices) Qualitative: ● Staff feedback on accessibility and usefulness			
	Enhance the effectiveness and consistency of activity monitoring mechanisms by strengthening approval procedures and systematic review of school activities to ensure full compliance with national security requirements.	Quantitative: ● Number of activities reviewed and approved Qualitative: ● Review of activity proposals and approval records ● Observation of compliance in implementation	Whole year	OLE Team	Nil
Staff management and training	Enhance the effectiveness of professional development by strengthening teacher participation and promoting the application of national security education concepts in classroom practices through structured training and follow-up support. ● Arrangement of at least 1 whole school PD training	Quantitative: ● CPD records (participation rates) ● Number of NSE-related training sessions	Whole year	PD Team	Training fees

	● Frequent promote the EDB courses related to the category of “Teachers’ Professional Roles, Values and Conduct” under the Training Calendar System ● Frequent updates the documents issued by EDB and the information released by relevant bureau to gain a better understanding of the National Security Law ● Keeping teachers’ PD records related to national security	Qualitative: ● Teacher reflection and feedback on professional development			
	Strengthen teachers’ professional ethics and awareness through continuous communication, reinforcement, and reflective practices in staff meetings, briefings, and professional sharing sessions. ● Remind teachers to uphold professional ethics in staff meetings, briefings, or by email. ● News sharing regarding teachers’ professional conduct in meetings and briefings.	Quantitative: ● Record of staff briefings and reminders Qualitative: ● Observation of teachers’ professional conduct ● Feedback from staff meetings	Whole year	SVP/VP/AVP	Nil
Management of School Premises	Strengthen monitoring mechanisms for displayed materials by implementing regular inspection and review procedures to ensure consistency, appropriateness, and alignment with national security education and positive value promotion. ● Ensure continuously the standard procedures for posting posters and banners at subject level.	Quantitative: ● Frequency of inspection records Qualitative:	From Sep 2026	Student Management Team	Nil

	● Review the latest EDB guidelines and revise the school-based guidelines accordingly.	● Observation of displayed materials			
	Enhance the systematic and continuous review of library resources by conducting regular inspections and updating records to ensure long-term compliance and appropriateness of learning materials. ● Check the school's library collections regularly to ensure no books or electronic and online learning resources contain inappropriate contents ● Library collections will be inspected every two months ● Follow guidelines of write-off procedures for handling inappropriate reading materials.	Quantitative: ● Library inspection records (number of items reviewed) Qualitative: ● Review of content appropriateness	Whole year	School Librarian	Nil
	Strengthen communication strategies by utilising multiple channels such as emails, briefings, and notices to ensure timely and effective dissemination of NSE-related information to all staff. Email ● Reminders in staff meetings and briefing ● Posters on the bulletin board in the staff rooms and in the office ● Print out hard copies for teachers if necessary	Quantitative: - ● Number of communications issued Qualitative: ● Staff feedback on clarity and effectiveness	Whole year	AVP	Nil
Learning and Teaching	Strengthen students' understanding and internalisation of national identity through systematic and consistent integration of national security education across the curriculum, supported by meaningful classroom learning activities.	Quantitative: ● Number of KLAs integrating NSE in Scheme of Work	Whole year	AVP (AA) Subject heads	Nil

	● Implementation of the latest EDB guidelines	● APASO data (values, national identity) Qualitative: ● Panel meeting records ● Lesson observation			
	Enhance the systematic management, accessibility, and utilisation of NSE learning materials by maintaining organised records and ensuring easy access for teachers to support curriculum implementation.	Quantitative: ● Records of archived materials Qualitative: ● Review of accessibility and relevance	Whole year	AVP (AA) Subject heads	IT support
	Strengthen monitoring and quality assurance of teaching materials by implementing regular review and approval procedures to ensure consistency, appropriateness, and effectiveness across all KLAs. ● Strengthen the monitoring mechanisms and empower Subject Panel Heads to check all learning materials to maintain the quality and appropriateness of the content and quality of teaching materials. ● Subject Panel Heads gather and recommend learning materials (online, newspaper, book,	Quantitative: ● Number of materials reviewed and approve Qualitative: ● Panel discussions and observation	Whole year	Subject Panel Heads AVP	Nil

	websites) and share with subject teachers in QCMs..				
Learning Activities for Students	Strengthen the impact, consistency, and participation of diversified MCE and life-wide learning activities through structured implementation, increased student involvement, and reflective learning practices to enhance students' national identity, values internalisation, and sense of responsibility. National Security Education 1. National Education and National Security Education ● Enrich students' understanding of the history and development of the national identity ● Expand the number of participants in Chinese Cultural Ambassadors and Basic Law ambassadors. ● Develop a flag-raising team and join training from a professional organization. ● Arrange weekly flag-raising ceremonies with students joining on-site. ● Join inter/intra-school Basic Law, Constitution, and other related competitions. ● Arrange talks, dramas and workshops for students to understand NSE in an innovative way. 2. Chinese Culture and history ● Arrange OLE classes related to Chinese Culture and history to enhance their sense of national identity. ● Emphasize further the role of Chinese culture as the backbone of the event, adding the	Quantitative: ● Participation data in NSE-related activities ● School-based survey results ● APASO (national identity, responsibility) Qualitative: ● Student reflection and feedback ● Teacher observation of engagement	Whole year	Head of OLE Coordinator of MCE Coordinator of Humanities Coordinator of Global Citizenship & Exchange	Life-wide Learning And Sister School Grant

	value of “Benevolence”, “Filial Piety” and “Unity”. 3. Sister schools - Organize inward and outward exchange with sister schools. “Pen Pal” activity for students to deepen friendship with students. - Joint sister schools competitions 4. Sign the national anthem on special occasions:				
Student Guidance, Discipline and Support	Strengthen the implementation and consistency of behaviour support strategies through clear expectations, teacher guidance, and reinforcement practices to enhance students’ self-discipline, law-abiding awareness, and positive behaviour.	Quantitative: - School-based survey (teacher perception) - APASO (responsibility, self-discipline) Qualitative: - Behaviour observation - Case records	Whole year	Student Management Team Guidance Team	Nil
	Enhance the effectiveness and impact of guidance programmes through structured activities and reflective practices to support students’ positive values, emotional wellbeing, and holistic development. Implement Guidance Program and specific strategies to develop students’ positive values and manners.	Quantitative: - Participation records - APASO (wellbeing indicators) Qualitative:	Whole year	Guidance Team	Activity Fees

	● Sustain a harmonious and supportive learning environment for students through various Guidance Programs	● Student feedback and reflection			
	Strengthen home-school collaboration through regular communication and engagement activities to support students' behavioural development and the cultivation of positive values.	Quantitative: ● Parent participation data Qualitative: ● Parent feedback and observation	Whole year	Guidance Team	Nil
Home-School Cooperation	Strengthen parent education programmes through structured activities and workshops to enhance understanding of national security education and Chinese culture, and support students' value development. ● Provide home-school activities to enhance the cultivation of proper values and healthy lifestyles. ● Organize Parent Forums, mainland parent-child excursion and activities to enhance parents' understanding of NSE and Chinese culture.	Quantitative: ● Attendance data ● Parent survey results Qualitative: ● Parent feedback	Whole year	Home-School Liaison Team	Guest fees
	Enhance parent support initiatives through regular forums and interactive activities to promote effective parent-child communication and the development of positive values.	Quantitative: ● Attendance rate Qualitative: ● Parent sharing and reflection	Whole year	Home-School Liaison Team	Guest fees

	Promote active and sustained parent participation through school activities and partnerships to strengthen home-school collaboration and build a cohesive school community ● Invite parents to participate in activities at school to strengthen the home-school relationship, for example, assemblies, ceremonies, interest class, volunteer Teams, etc. ● Co-organize activities with PTA, for example, festival celebration, parent-child festival workshop.	Quantitative: ● Number of participating parents Qualitative: ● Observation of parent engagement	Whole year	Home-School Liaison Team	Nil
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