# Po Leung Kuk Lo Kit Sing (1983) College

## Wu Ho Wing Ching Memorial Library

# Extensive Reading Scheme

ENJOY READING

開啟知識寶庫

**Apply what you have learnt
from the books to your daily life**

**把書本上的知識應用到生活裡去**

**NAME:**_____

**CSNO(S3):**_____

**CSNO(S4):**_____

# Extensive Reading Scheme (16/9/2025 to 11/9/2026)
## Part A   Programme

### I.      Aims

(1) To enhance students' language proficiency in Chinese and English, and broaden students' reading experience by a whole-school approach and long-term strategy.

(2) To create a culture which will motivate teachers and students in all sectors to work together to improve learning outcomes through effective and innovative use of library books.

### II.      Objectives

(1) All Form 3 students have to participate in the scheme and are expected to read, on a per phase basis, a suggested number of books pertaining to the following domains, namely, Language, Mathematics & Computer, Science, Social Sciences, Practical & Cultural subjects

(2) Students have to report to and seek advice from tutors who monitor their reading progress with the help of a log book system.

(3) Students have to conduct 3 sharing sessions, one before each term exam and one after summer vacation, to share their reading experience with their peers.

### III.      Details of the scheme
### (1) Domain

Each student is free to choose one underline different domain for each phase out of the five domains, namely, Language, Mathematics & Computer, Science, Social Sciences, Practical & Cultural subjects. The Reading Promotion Committee reserves the right to finalize the chosen domain for each phrase.

| Code | Domain | Subject/Department in charge |
|------|--------|------------------------------|
| 01 | Language 語文 | Chinese, Chinese Literature, Putonghua, English 中文, 文學, 普通話, 英文 |
| 02 | Mathematics & Computer 數學及電腦 | Mathematics, ICT 數學, 電腦 |
| 03 | Science 科學 | Science, Physic, Chemistry, Biology 科學, 物理, 化學, 生物 |
| 04 | Social Sciences 社會科學 | Social Studies, Geography, Economics, Environmental Studies, History, BAFS 社會科學, 地理, 經濟, 環境學, 歷史, 企業、會計與財務概論 Citizenship & Social Development 公民與社會發展科 |
| 05 | Practical & Cultural Subjects 創藝實用及體育 | Visual Art, Physical Education, Music/Multiple Art, Technology & Living, Health Management & Social Care 視藝,體育,音樂/多元藝術, 科技與生活, 健康管理及社會關懷 |

Teachers in each faculty are kindly invited to suggest suitable books to be included in the recommended book list for student participants. The first two domains should be completed in the present school year while the last one will be completed during the summer vacation.

# Tutor

A tutor will be assigned to each student to provide guidance and monitor his/her reading progress throughout the term.　The Reading Promotion Committee will try its best to ensure that the discipline which the tutor specializes in closely matches the domain chosen by the student.　It is expected that each tutor will take care of <u>2 to 3 students</u>. He is also expected to help the students prepare for the reading sharing session at the end of the term.

## (2) Number of Reading

Regarding the number of books read in the school year, the reference range lies between 7 and 10 books. It must be stressed that the student may read books belonging to other domains during the term though he is expected to read mainly books pertaining to the domain he has chosen for the corresponding phase. Students are required to read at least one English book and one Chinese book in each phase. <u>It is desirable for the tutor to encourage the students under his care to stick to the chosen domains and ensure that they complete the number of books shown in Section (5) Schedule.</u>

## (3) Reading Record

The student is expected to meet the tutor frequently to keep him informed of his/her progress and discuss with the tutor all matters concerning reading books, including the **<u>book choices and reading progress</u>**. Tutor and student could choose books from the recommended list prepared by the Reading Promotion Committee as well.

A log book is kept by the student to help the tutor informed of his progress.　The suggested meeting frequency is 2 times per book.　Student should complete at least 2 sets of reflection and knowledge maps as reading assignments in each term while at least 3 sets during summer vacation.　For student who chooses to write short essay, minimum number of words is 150. Student should prepare a 10 min presentation in the Book Sharing Group Session.　Meeting dates and tutor's advice should be recorded in the log book.

**(4) Schedule**

Students are expected to finish reading the number of books required as scheduled. Moreover, there will be 3 reading sharing group sessions conducted. The dates are set as follows:

| Phase | Book | Assignment Checking Date | Written Report<br>Knowledge Map | Oral Report<br>5-6 min (face-to-face presentation to tutor) | Book-sharing Group Session |
|---|---|---|---|---|---|
| Before 1st Exam | 1st | 09/10/2025 (THU) | ✓ | ✓ | 05/12/2025 (FRI)<br>4:05-4:45 |
|  | 2nd | 13/11/2025 (THU) | ✓ | ✓ |  |
| Before 2nd Exam | 1st | 27/02/2026 (FRI) | ✓ | ✓ | 06/05/2026 (WED)<br>4:05-4:45 |
|  | 2nd | 16/04/2026 (THU) | ✓ | ✓ |  |
| **Summer & (F4)** | 1st | 31/07/2026 (FRI) | ✓ | ✓ | New Academic Year (tentative)<br>11/9/2026 (FRI)<br>4:05-4:45 |
|  | 2nd | 14/08/2026 (FRI) | ✓ | ✓ |  |
|  | 3rd | 28/08/2026 (FRI) | ✓ | ✓ |  |

Conduct mark(s) will be deducted as penalty for **each** fail / late assignment, and fail appointment. **Students with frequent violation of rules may be subjected to penalty upgrade.**

**(5) Assignment Checking**

Students are required to complete at least 1 set of reflection and knowledge map, and then report to your tutor about your reading progress **before every Assignment Checking Date**.

Students are responsible for making appointments with the assigned tutor **in-person** and **at least one week before the Assignment Checking Date**. Student should not expect tutors are always standby in the staff room for your arrival. It is recommended to report to your tutor earlier than the Assignment Checking Date. Reporting on Assignment Checking Date often leads to late submission and penalty. If you experienced any difficulties (e.g. teacher / student absence) in making appointments with teachers, you should report to PWH (B48) / LTF(A23) **as soon as possible. It is considered as 'irresponsible' if you choose not to seek for help!**

Monitress of each class and student librarians are required to collect ERS logbook on Assignment Checking Date and submit the pile of logbook to library **during the first recess**. Logbooks that failed to be submitted during the first recess should be considered as "late submission". If you would like to submit the logbook after the first recess, you should submit to PWH (B48) directly.

**(6) Book-sharing Group Sessions**

Book-sharing Group Session will be conducted on **05/12/2025, 06/05/2026 & 11/09/2026 (tentatively).** An additional briefing session regarding ERS arrangement in summer holiday will be held in the Post Exam Activity Period.

Irregularities:

Absence of Tutor

| Tutor | Absence of tutor (Sick leave/official leave with principal's approval /assignment class/supplementary lesson) <br><br> Rearrange the Group Sharing Session within a week |
|---|---|
| Student | Student should report attendance to the library assistant and self-study in the library until the end of the activity. |

Absence of students:

| Absence without reason | Tutor refers to D/D for conduct mark deduction. Student gets 0 mark for Group Sharing Session |
|---|---|
| Absence with valid reason | <u>Sick leave:</u> <br> Student produces medical certificate afterwards.   Adviser gives student a mark based on past performance. <br> <u>Official leave:</u> <br> (e.g. helping out at HK student athletic meet): Student applies for permission beforehand and informs adviser accordingly.   Adviser gives student a mark based on past performance. |

**(7) Achievement**

Students' achievement in the ERS curriculum will be indicated on the report card. Top Three Will be awarded in the Closing Ceremony.

**(8) Enquiry**

| TIC | Program | Regular Checking of Assignment | ERS Day |
|---|---|---|---|
| LTF | Overall-in-charge Briefing to Tutors & Students   Assessment & Award | Librarian Team | Administrative Support (attendance in library) |
| PWH | Homepage Scheduling Tutor Allocation Assignment Checking | Collection of ERS Log Book Follow up of late/fail assignment | Announcement Mark Calculation Attendance Report |
| CTO | --- | --- | Support to NET teacher(s) |

# *PART B    Assessment (Students' Version)*

1) The full score of the whole curriculum is 100.

2) By the end-term of Form 3, students' performance in the ERS curriculum (in terms of their reading progress) will be shown on the interim report.

3) By the end-term of Form 4, students' achievement in the ERS curriculum will be indicated on the report card.

| Score | Performance |
|---|---|
| 0-49 | Incomplete |
| 50-79 | Complete |
| 80-100 | Complete with Merit |

4) Students' reading progress & performance in the book-sharing group session will be evaluated. The weightings are 60% and 40% respectively.

**Reading Progress Record (60%)**

| Aspect | Details |
|---|---|
| Attitude (15%) | Initiative, Attendance, Cooperativeness |
| Task Completion (20%) | Content, Organization, Effort |
| Reflection (25%) | Responsiveness, Intelligibility, Inspirational Value |

**Book-sharing Group Performance Record (40%)**

| Aspect | Details |
|---|---|
| Content (15%) | Relevancy |
| Organization (15%) | Coherence, Orientation of Focus |
| Presentation Skills (10%) | Creativity, Intelligibility, Fluency |

5) Book-sharing Group Session

1. Please discuss about the form of the sharing session with your tutor in the interviews.
    In discussing the form, you may consider the followings:
    ♦ the features of the domain
    ♦ the features of the book e.g. genres, subject matter
    ♦ your interest, ability, etc.

2. Before the Book-sharing Group Session, do make sure that you have finished the followings:
    ♦ fill in all records, e.g. meeting dates, knowledge map … in the log book;
    ♦ well-prepare yourself to present in the Session (**about 10 minutes**)