

教育統籌局



EDUCATION AND MANPOWER BUREAU

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6 January 2003

Mr Colin CHUI
Public Accounts Committee
Legislative Council Building
8 Jackson Road
Central
Hong Kong

Dear Mr CHUI,

**The Director of Audit's Report on the
Results of Value for Money Audits (Report No. 39)**

Chapter 11: Primary education – Delivery of effective primary education

Thank you for your letter of 31 December 2002. I attach herewith the information (in both English and Chinese) on the survey mentioned in paragraph 5.43(k) of the Audit Report. You may wish to note that the survey was conducted at the end of October 2002 and we finished compiling the data in November 2002.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Fanny Law'.

(Mrs Fanny Law)

Permanent Secretary for Education and Manpower

c.c. Director of Audit
Secretary for Financial Services and the Treasury

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Survey on Staff Appraisal System in Aided Schools

A survey on staff appraisal system was conducted in October 2002 for all aided schools (Note 1). The survey results are summarized below:

Teacher appraisal system

(a) With formal teacher appraisal system

Primary (%)	Secondary (%)	Special (%)	Total (%)
619 (97.0)	363 (98.6)	73 (100)	1055 (97.8)

(b) Without formal teacher appraisal system

Primary (%)	Secondary (%)	Special (%)	Total (%)
19 (3.0)	5 (1.4)	0 (0)	24 (2.2)

(c) Commonly used assessment methods

- Self-evaluation, lesson observation and/ or scrutinizing marking of exercise books (73.1%)

(d) Common features of the appraisal system

- Appraisal interview with record kept (86.8%)
- Countersigning system and/ or appeal mechanism (78.1%)
- Teachers involved in designing/ modifying the teacher appraisal system (76.3%)

Principal appraisal system

(a) With formal principal appraisal system

Primary (%)	Secondary (%)	Special (%)	Total (%)
402 (63.0)	230 (62.5)	64 (87.7)	696 (64.5)

(b) Without formal principal appraisal system

Primary (%)	Secondary (%)	Special (%)	Total (%)
236 (37.0)	138 (37.5)	9 (12.3)	383 (35.5)

(c) The school head is appraised by

- Self-evaluation only (9.6%)
- The supervisor/ school manager only (29.2%)
- The supervisor/ school manager and teachers (45.1%)

(d) Common features of the appraisal system

- With appraisal interview/ feedback (67.2%)

- Record kept for self-appraisal/ appraisal interview (67.8%)
- School head involved in designing/ modifying the principal appraisal system (65.2%)

Note 1: As civil servants, principals and teachers of all government schools are subject to a formal staff appraisal system.

Education and Manpower Bureau

January 2003