

Quality Education Fund
The Dedicated Funding Programme for Publicly-funded Schools
Part B: Project Proposal

Project Title: School-based Physical Fitness Curriculum	Project Number: (To be assigned by the EPMS)
---	--

Name of School: Quality Education Secondary School

Direct Beneficiaries

(a) Sector: Kindergarten Primary Secondary Special School
 (Please put a tick in the appropriate box(es).)

(b) Beneficiaries: (1) Students: 300 (Secondary 2 and 3); (2) Teachers: 60; (3) Parents: Not applicable;
 (4) Others: Not applicable

Project Period: 6/2019 to 8/2020

This template only serves as a reference. Items that are NOT applicable can be deleted as appropriate. A Guide to Applicants about the Dedicated Funding Programme for Publicly-funded Schools is available on the QEF website.

1. Project Needs

1.1	Project Aim(s)	Through setting up a fitness room on school premises and optimising the school-based Physical Education (PE) curriculum for Secondary 2 (S2) and 3 (S3), this project aims to enhance students' understanding of physical fitness training and assessment and help them establish an active and healthy lifestyle. The project also seeks to raise teachers' awareness towards a healthy lifestyle and relieve their work-related stress through physical fitness activities that target teachers.
1.2	Innovative element(s)	The school has been incorporating PE theories into the curriculum in the junior levels since 2010 to further strengthen students' knowledge related to physical fitness and understanding about its assessment. Setting up a fitness room on the campus can expand students' learning on physical fitness and health in the general PE curriculum. Students can experience for themselves the different kinds of machine training and the results and improve their performance in physical fitness.
1.3	Alignment with school-based / students' needs	A major concern for the school in the coming year is 'promoting students' physical and mental health'. If the project is approved, the school will give its full support in terms of administration and resources. The project will strengthen students' understanding of physical training and its assessment and help them establish an active and healthy lifestyle.

2. Project Feasibility

2.1	Key concept(s) / rationale(s) of the project	The project is mainly concerned with teaching the usage of basic fitness equipment and theories related to physical fitness training in regular PE lessons. Students will design their own physical fitness plans and execute them. Pre-test and post-test on training will be provided to students. Reference has been made to <i>An Overview of the Learning Topics in the Six Strands of Physical Education Key Learning Area</i> from the Education Bureau when designing the curriculum, including: <ul style="list-style-type: none"> ● Motor and Sports Skills, Health and Fitness, Sports-related Values and Attitudes, Knowledge and Practice of Safety, Knowledge of Movement and Aesthetic Sensitivity
2.2	Applicant's readiness or ability/ experience/ conditions/ facilities for project implementation	<ul style="list-style-type: none"> ● There are four PE teachers with recognised qualifications in the school. The Project Leader (the Head of the PE Panel) will co-ordinate the implementation of the activities of the entire project and the remaining three PE teachers have a working knowledge of physical fitness. ● The school has been incorporating PE theories into the curriculum in the junior levels since 2010. Teachers have considerable experience in this area and they

		<p>understand the needs of developing students' physical fitness.</p> <ul style="list-style-type: none"> Teachers are in favour of the idea that setting up a fitness room on campus can expand students' learning on physical fitness and health in the general PE curriculum. They agree that by letting students try different kinds of equipment training and experience the results it brings, students' physical fitness can be improved.
2.3	Principal's and teachers' involvement and their roles	The Project Leader (the Head of the PE Panel) will co-ordinate the implementation of the activities of the entire project and the remaining three PE teachers will support the implementation of the project. PE teachers will be responsible for devising and teaching of the physical fitness curriculum in regular PE lessons. Apart from this, all teachers of the school will participate in seminars and training on physical fitness.
2.4	Parents' involvement / participation (if applicable)	Not applicable.
2.5	Roles of collaborator(s) (if applicable)	Not applicable.

2.6 Implementation timeline

Implementation period (MM/YYYY)	Project activities
6/2019 - 11/2019	Renovation works for the fitness room; procurement and installation of equipment
9/2019 - 12/2019	Devising the school-based PE curriculum for S2 and S3 by incorporating theories related to physical fitness and practice units; preparation of teaching materials
1/2020 - 6/2020	Teaching the physical fitness unit during regular S2 and S3 PE lessons
1/2020 - 8/2020	Physical fitness training for members of the sports teams in the fitness room
2/2020 - 3/2020	Seminar and training on physical fitness for teachers
1/2019 and 8/2020	Training students to be managers of the fitness room

2.7 Details of project activities (Item (a)-(f) not applicable to this application can be deleted.)

a. Student activity, if applicable

Activity name	Content (Including the topics, implementation strategies/modes, target beneficiaries, selection criteria, etc.)	Number of sessions and duration	Teachers' involvement and/or hired personnel (Including the roles, qualifications and experiences required of the speaker(s)/ instructor(s), etc.)	Expected learning outcomes
Activity 1: Teaching physical fitness in S2 and S3 PE lessons	<ol style="list-style-type: none"> S2 physical fitness theory and practice unit: components of a physical fitness, basic measurement and assessment of physical fitness, sports and weight control. S3 physical fitness theory and practice unit: basic human muscular system, basic principles of anaerobic and aerobic sports training. 	A total of 6 lessons for each level; 40 minutes per lesson	PE teachers of the school are responsible for devising and implementing the S2 and S3 physical fitness lessons	<ol style="list-style-type: none"> S2 students will be able to master: using the fitness room equipment to train and assess physical fitness to improve cardiovascular fitness and exercise weight control; understanding the usage of the equipment and the relevant safety measures by using different types of physical

				<p>fitness equipment.</p> <p>2. S3 students will be able to master: using the fitness room equipment to train and assess physical fitness to improve the muscular strength and muscular endurance of various parts of the body and carry out aerobic sports training, etc.; design personalised exercise plan using the FITT (Fitness, Intensity, Time and Type) principle; understanding the usage of the equipment the relevant safety measures by using different types of physical fitness equipment.</p>
Activity 2: Physical fitness training for members of the sports teams	Provide regular training for members of the sports teams using the fitness room equipment under the instruction of PE teachers	Weekly, two hours per session	PE teachers of the school	The members will understand the training focuses of different sports. They will also be given guidance on designing their own training plan and its effectiveness assessment.
Activity 3: Training students to be managers of the fitness room	20 students will be recruited publicly through interviews and physical fitness tests to be fitness room managers. PE teachers will teach them the regulations of using the fitness room, the safe operation of the equipment and procedures of handling accidents. The fitness room will be open for use by eligible students at regular intervals. Students who use the fitness room must have received training from teachers and passed an assessment. Registration with teachers must be made before a	The fitness room will be open for use by students at regular intervals (about once weekly, two hours each session)	PE teachers of the school	Student managers will understand the regulations of using the fitness room, the safe operation of the equipment and procedures of handling accidents.

	visit to the room. During the opening hours of the fitness room, a teacher will be on duty and student managers will assist in the management of the fitness room.			
--	--	--	--	--

b. Teacher training, if applicable

Activity name	Content (Including the topics, implementation strategies/modes, target beneficiaries, selection criteria, etc.)	Number of sessions and duration	Hired personnel (Including the roles, qualifications and experiences required of the speaker(s)/ instructor(s), etc.)	Expected learning outcomes
Seminar and training on physical fitness for teachers	<ol style="list-style-type: none"> 1. A professional instructor will visit the school during staff development day to brief teachers on the basic concepts of physical fitness, weight control, stress management and relaxation techniques, etc. 2. Physical well-being classes will be held after school. Qualified instructors will guide teachers and staff members on how to devise a fitness training programme and how to use the fitness equipment properly. Teachers and staff members who have finished the classes will receive a usage pass for the fitness room, which will entitle them rights to use the equipment in the fitness room during opening hours. 3. The fitness room will be open to teachers for fitness exercises. 	<ol style="list-style-type: none"> 1. Seminar on physical fitness: 2 hours 2. Physical well-being classes: 3 sessions, each lasting 2 hours. About 20 teachers and staff members per class. 3. Opening the fitness room: 2 sessions weekly, 2 hours each session. 	Professional instructors who possess qualifications such as professional certificates from the Physical Fitness Association of Hong Kong, China will conduct the seminar and the training	Teachers will have a better understanding of and heightened attention for their own health. They will also be able to conduct physical fitness exercises safely and correctly.

c. Equipment (including installation of new fixtures or facilities), if applicable

	Details of equipment to be procured	Contribution to fulfilment of the project aim(s) and if applicable, the expected utilisation rate
1	Training equipment for physical fitness: equipment that improves the muscular strength and muscular endurance of various parts of the body and allows aerobic sports training	The equipment can be used by students to train and assess physical fitness and to design personalised exercise plans using the FITT principle. During opening hours of the fitness room, teachers and student managers will record the number of users. The total number of users for any period must not exceed 20. The average utilisation rate is expected to exceed 70%.

d. Construction works, if applicable

	Details of the construction works proposed	Contribution to fulfilment of the project aim(s) and if applicable, the expected utilisation rate
--	--	---

1	<ul style="list-style-type: none"> ● The store room on G/F will be renovated into the fitness room. The store room measures 2,450 square feet in area (35 feet by 70 feet) and has sufficient space for the fitness equipment. ● The school will observe the <i>Safety Guidelines on Physical Education Key Learning Area For Hong Kong Schools</i> and other relevant safety guidelines and take appropriate safety measures to ensure the safety of the users of the fitness room. ● The school will ensure that: (i) the loading of the fitness room meets the safety standard; (ii) there is enough space between pieces of equipment to allow users to carry out activities; and (iii) users of the fitness room will have received enough training and possess the required eligibility requirements before using the fitness room. 	<p>Through the construction of a well-equipped fitness room, this project meets the curriculum objective of the PE Key Learning Area by allowing students to infuse PE skills into the study of theories when learning important topics such as physical fitness. This project will also cultivate in students a habit of active participation in sports through encouraging the use of the equipment and the provision of various learning activities so as to foster their physical health and to establish a healthy lifestyle on campus.</p> <p>During opening hours of the fitness room, teachers and student managers will record the number of users. The total number of users for any period must not exceed 20. The average utilisation rate is expected to exceed 70%.</p>
---	--	---

(Public sector primary and secondary schools, including DSS schools, and special schools should refer to Paragraph 8.6 and other relevant paragraphs in the *School Administration Guide*. Kindergartens under the New Kindergarten Education Scheme should observe Paragraph 1.2(1)(g) in the *Kindergarten Administration Guide*.)

e. Features of the school-based curriculum to be developed, if applicable

A school-based S2 and S3 physical fitness curriculum will be developed. Through instruction on the theories and practice sessions, students will master how to use the fitness room equipment for physical fitness training and assessment.

f. Other activities, if applicable (Please specify how they contribute to fulfilment of the project aim(s).)

Teachers of the school will compile safety regulations for the fitness room based on the *Physical Education Key Learning Area For Hong Kong Schools* and other relevant safety guidelines. The safety regulations will be displayed conspicuously inside the fitness room; a handbook on the safe use of the fitness room will also be compiled and printed. The handbook will be distributed to all teachers and students and will be posted on the school's website.

2.8 Budget

Total Grant Sought: HK\$612,280

Budget Categories*	Breakdown for the budget items		Justifications (Please provide justification for each budget item, including the qualifications and experiences required of the hired personnel.)
	Item	Amount (HK\$)	
a. Staff	Not applicable		
b. Service	Seminar on physical fitness for teachers and staff members and instructors' fees (\$1,000/hour × 2 hours × 4 sessions)	\$8,000	Requirements for the professional instructor: in possession of professional certificates from the Physical Fitness Association of Hong Kong, China, or other equivalent qualifications

c. Equipment	Stationary professional rubber-coated barbell (with storage rack) (Quantity: 3)	30,000	
	Leg extension practice equipment (Quantity: 1)	20,000	
	Seated leg curl practice equipment (Quantity: 1)	20,000	
	Chest press practice equipment (Quantity: 1)	20,000	
	Overhead press practice equipment (Quantity: 1)	20,000	
	Leg press practice equipment (Quantity: 1)	20,000	
	Row practice equipment (Quantity: 3)	45,000	
	Lat pull practice equipment (Quantity: 1)	20,000	
	Abdominal practice equipment (Quantity: 1)	10,000	
	45-degree back extension equipment (Quantity: 1)	10,000	
	Flat bench (Quantity: 1)	5,000	
	Upright bench (Quantity: 1)	5,000	
	Upright exercise bike (Quantity: 3)	45,000	
	Electric treadmills (Quantity: 3)	45,000	
	Exercise balls (Quantity: 10)	2,000	
	Yoga mats (Quantity: 20)	3,000	
	Resistance bands (Quantity: 20)	3,000	
	Stretch trainers (Quantity: 2)	30,000	
	Audio equipment	5,000	
	Writing desk	3,000	
d. Works	Renovating the ceiling of the G/F store room, paint job and other works	150,000	
	Electricity works for G/F store room	50,000	
e. General expenses	Printing fees for the booklet on safe use of fitness room	8,000	
f. Contingency	Works-related contingency (\$200,000 × 10%)	20,000	(d × 10%)
	General contingency (\$376,000 × 3%)	\$11,280	[(b + c + e) × 3%]
g. Audit fee		\$5,000	
Total Grant Sought (HK\$):		\$612,280	

*

- (i) Applicants should refer to the *QEF Pricing Standards* in completing the above table. All staff recruitment and procurement of goods and services should be carried out on an open, fair and competitive basis. Budget categories not applicable to this application can be deleted.
- (ii) For applications involving school improvement works, a contingency provision of not more than 10% for carrying out works is considered acceptable.
- (iii) For projects lasting for more than one year, a contingency provision of not more than 3% of the total budget exclusive of staff cost and works expenditure (including the related contingency provision), if any, is considered acceptable.

3. Expected Project Outcomes

3.1	Deliverables / outcomes	<input type="checkbox"/> Learning and teaching materials <input checked="" type="checkbox"/> Resource package <input type="checkbox"/> e-deliverables* (please specify) _____ <input type="checkbox"/> Others (please specify) _____
*For e-deliverables to be hosted on HKEdCity, please liaise with HKEdCity at 2624 1000.		
3.2	Positive impact on quality education/ the school's development	By enhancing the instruction on physical fitness, this project will allow students to have a better understanding of physical fitness training and assessment, heighten their attention for personal health and help them become physically fitter. The project also helps them relieve stress and protects their health through regular participation in physical fitness activities.

3.3 Evaluation

Please state the methodologies of evaluating project effectiveness and provide the success criteria.
(Examples: lesson observation, questionnaire survey, focus group interview, pre-test/post-test)

1. S2 and S3 students will be given written tests on physical fitness. The written tests assess students' grasp of various areas such as basic knowledge in physical fitness, testing and assessment, weight control, safety regulations of using the fitness equipment. It is expected that at least 70% of S2 and S3 students will pass the written tests on physical fitness.
2. S2 and S3 will be given practical assessment. The assessment will cover the correct use of various equipment such as dumbbells. It is expected that at least 70% of S2 and S3 students will be able to use the physical fitness equipment correctly.
3. During each of the opening hours of the fitness room, the teacher or the student manager on duty will record the number of users. The total number of users for any period must not exceed 20. It is expected that the average utilisation rate of the fitness room will be over 70%.

For applications with grant sought exceeding \$200,000, please complete Parts 3.4 and 3.5.

3.4 Sustainability of the project

Lessons on physical fitness and the fitness room will help establish a school culture that emphasises health and promotes a healthy lifestyle. After the completion of the project, the school will continue implementing and optimising the S2 and S3 physical fitness curriculum. Furthermore, the school will be responsible for the maintenance of the fitness room and the repair of the equipment to ensure that the fitness room can continue to operate in the future to complement relevant activities in the years to follow, thus sustaining the fulfilment of project aims.

3.5 Dissemination

Please provide a dissemination plan for sharing the good value of the project with the school sector.
(Examples: dissemination seminar, learning circle)

The school is willing to share the teaching materials designed for the teaching units on physical fitness with other schools. The handbook on the safe use of the fitness room will be uploaded to the school website for reference by other schools.