

**IMPORTANT  
BY EMAIL**

8 Sep 2011

Principal / English Panel / Teachers

Dear Principal / English Panel / Teachers,

**After-School Curriculum for Integrated English Language Enhancement Program**

It is my pleasure to announce that the UBS Hong Kong, a premier global financial services firm, has agreed to provide full financial support for the captioned program in 2011/2012 school year and your school is invited to join the program.

The success of Integrated English Language Program (IELP) introduced by CECES in the previous years has been encouraging; and therefore, this year, CECES will implement, the IELP Enhancement Program (IELP-Ee), an all-encompassing, exciting and meaningful after-school curriculum. The program is introduced to primary children to learn English in a non-stressful and stimulating atmosphere. An overall *Whole Brain Approach* for the acquisition of English will be adopted in the program with the following components:

- ◆ *liberal arts, science and sports elements*
- ◆ *ethics component*
- ◆ *creativity and exploration aspect*
- ◆ *music, arts, dance and drama dimension*
- ◆ *culinary and no-fire food making module*

Our IELP program has proven effective in promoting students' learning of the English language. To expand the reach of the enhancement program, we gladly extend this invitation to your teaching staff and students to enroll in the program in the school year 2011-12.

**After-School Curriculum for IELP Enhancement Program (IELP-Ee)**

*Structure*

Period: Oct 2011 to May 2012

Time: After-school hours

Total lesson: 6

No. of class: 3 (1 class for P1, P2 & P3 respectively)

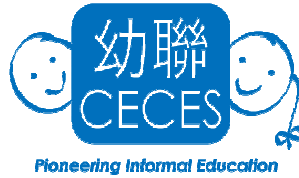
Capacity: 22 students per class

Fee: Nil (The after-school program is entirely funded by UBS)

Remarks: An inter-school summative assessment activity will be held in Apr/May 2012

*Role of School*

1. Schools are encouraged to enroll in the program
2. Select 22 students from each level (P1-P3) to participate in the program
3. Assign *at least ONE English teacher* to attend the training workshop to be held in Early Oct
4. Assign *at least ONE English teacher* to co-teach *at least two lessons*.
5. Facilitate advisory visits by CECES teacher educator
6. Provide administration support including, but not limited to, arranging classrooms, assisting tutors in assessment activities, contacting students for tentative program arrangement, etc.
7. Complete and submit project feedback forms as required



8. Participate in the “inter-school summative assessment activity” to be held in Apr/May 2012

*Role of CECES*

CECES will be responsible for the curriculum design and program implementation including supplying lesson plans, teaching aids and tutors; co-coordinating with program-related outings, assessment activities etc. To ensure the quality of the program, there will be training sessions for both tutors and teaching staff in your school. CECES’ professional educators will also arrange advisory visits to monitor the program.

Please fill in and fax us the *reply slip* on or before **15<sup>th</sup> Sep 2011 (Thu)**. Due to the limited quota for the program, application will be accepted on a *first-come-first-served basis*. Successful applicants will be informed no later than mid-Sep and the tentative schedule of the program will be sent duly.

Should you have any queries, please contact Cindy Lam at 2362-7176.

Yours sincerely,

Cynthia Ng  
Project Manager

Encl.

Attn: Cindy Lam, HKCECES  
Fax No.: 2362-7011

***Reply Slip***  
(Please fax by Fri, 15<sup>th</sup> Sep 2011)

**Re: After-School Curriculum for Integrated English Language Enhancement Program (IELP-Ee)**

(Please put a  $\checkmark$  in the appropriate box.)

- The school would like to join IELP-Ee in the school year 2011 – 2012**
- The school would not like to join IELP-Ee in the school year 2011 – 2012** (please specify the reason)

The reason(s) is / are:

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**Name of School:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Tel:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Date:** \_\_\_\_\_

