



Certificate Course on Management and Leadership for Heads of Guidance and Discipline Teams of **Primary Schools**

小學訓育及輔導主任管理及領導課程 (2024-2025)

(Oct 2024 to Mar 2025)

SCHEDULE OF MEETINGS

**Graduation Requirement:** Participants are required to attend all sessions. Participants who have attained an attendance of not less than 80%\* and completed and obtained the passing grade in the required course work will be awarded a Certificate.

\* Participants are required to attend not less than 80% of each module (i.e., not less than 3 sessions). For Module 3 and 4, attendance is combined in calculating.

**Tentative dates provision for make-up classes in case any session is cancelled. Participants are required to attend the make-up classes.**

Module 1: 16 Nov 2024 (Sat) 9:30 a.m. – 12:30 p.m.; Module 2: 7 Dec 2024 (Sat) 9:30 a.m. – 12:30 p.m.; Module 3: 11 Jan 2025 (Sat) 9:30 a.m. – 12:30 p.m.;

Module 4: 25 Jan 2025 (Sat) 9:30 a.m. – 12:30 p.m.; Module 5: 8 Mar 2025 (Sat) 9:30 a.m. – 12:30 p.m.

Updated on 8 November 2024

No.	Session	Date	Time	Lecturer	Venue
1	Module 1.1	19 Oct 2024 (Sat)	9:30 a.m. – 12:30 p.m.	IU KAN Siu Mee, Amy	YIA_503
2	Module 1.2	26 Oct 2024 (Sat)	9:30 a.m. – 12:30 p.m.	CHAN Tze Kwan, Isa	YIA_503
3	Module 1.3	2 Nov 2024 (Sat)	9:30 a.m. – 12:30 p.m.	CHAN Tze Kwan, Isa	YIA_503
4	Module 1.4	9 Nov 2024 (Sat)	9:30 a.m. – 12:30 p.m.	HO Yuk Fan, Esther	YIA_503
5	Module 2.1	12 Nov 2024 (Tue)	6:30 p.m. – 9:30 p.m.	CHEUNG Sau Yin, Zoe	ELB_202
6	Module 2.2	19 Nov 2024 (Tue)	6:30 p.m. – 9:30 p.m.	CHEUNG Sau Yin, Zoe	ELB_202
7	Module 2.3	26 Nov 2024 (Tue)	6:30 p.m. – 9:30 p.m.	CHEUNG Sau Yin, Zoe	ELB_202
8	Module 2.4	3 Dec 2024 (Tue)	6:30 p.m. – 9:30 p.m.	CHEUNG Sau Yin, Zoe	ELB_202
9	Module 3.1	10 Dec 2024 (Tue)	6:30 p.m. – 9:30 p.m.	CHEUNG Sau Yin, Zoe	ELB_202
10	Module 3.2	7 Jan 2025 (Tue)	6:30 p.m. – 9:30 p.m.	CHEUNG Sau Yin, Zoe	ELB_206
11	Module 4.1	14 Jan 2025 (Tue)	6:30 p.m. – 9:30 p.m.	NG Kwok Hung, Kennedy	ELB_206
12	Module 4.2	21 Jan 2025 (Tue)	6:30 p.m. – 9:30 p.m.	NG Kwok Hung, Kennedy	SB_239
13	Module 5.1	8 Feb 2025 (Sat)	9:30 a.m. – 12:30 p.m.	CHENG Kai Chi, Wallace	ELB_308
14	Module 5.2	15 Feb 2025 (Sat)	9:30 a.m. – 12:30 p.m.	CHENG Kai Chi, Wallace	ELB_308
15	Module 5.3	22 Feb 2025 (Sat)	9:30 a.m. – 12:30 p.m.	CHENG Kai Chi, Wallace	ELB_308
16	Module 5.4	1 Mar 2025 (Sat)	9:30 a.m. – 12:30 p.m.	CHENG Kai Chi, Wallace	ELB_308

**Venue: The Chinese University of Hong Kong, Shatin 沙田香港中文大學**

YIA\_503 Room 503, 5/F, Yasumoto International Academic Park 康本國際學術園  
ELB\_202 Room 202, 2/F, Esther Lee Building 利黃瑤璧樓  
ELB\_206 Room 206, 2/F, Esther Lee Building 利黃瑤璧樓  
ELB\_308 Room 308, 3/F, Esther Lee Building 利黃瑤璧樓  
SB\_239 Room 239, 2/F, Sino Building 信和樓

**Holidays with no classes**

16 – 27 Dec 2024 (Christmas)  
27 Jan – 4 Feb 2025 (Chinese New Year)