

Grouping Arrangement of HKU Participants

Activity				Responsible Teams
Meeting with Team Members Date: 19 or 20 Sep, 2019 (Thu or Fri) Time: 6:30 – 7:00 pm Venue: HKU				All Teams
Briefing and Training Session in Cha Kwo Ling Date: 22 Sep, 2019 (Sun) Time: 10:00 am – 12:30 pm Venue: Cha Kwo Ling				All Teams
Mentorship Programme Date: Oct – Dec 2019 Venue: Cha Kwo Ling				All Teams HKU students and the children are expected to meet 4 times (1.5 hours each) upon agreed schedule.
Team A	Team B	Team C	Team D	
Oct – Dec 2019				
English Teaching Classes (2 classes x 4 lessons = 8 lessons) <ul style="list-style-type: none"> Class A: 10 P5-6 children Class B: 10 P3-4 children Date: 29 Sep, 13 Oct, 27 Oct, 10 Nov, 2019 (Sun) Time: 10:00 am – 11:00 am Venue: Cha Kwo Ling Village		Singing Class (4 lessons) Date: 29 Sep, 13 Oct, 27 Oct, 10 Nov, 2019 (Sun) Time: 11:15 am – 12:45 pm Venue: Cha Kwo Ling Village Rehearsal in December (two times) Date and Time: TBC		All Teams. <ul style="list-style-type: none"> Team A and Team B will each be responsible for organising 3 lessons of English Teaching Classes. Team C will be responsible for organising 2 lessons of English Teaching Classes. Team D will be responsible for organising the Singing Class. ** Submission of teaching plans one week in advance of teaching days**

Activity	Responsible Teams
<p>Christmas Carnival</p> <p>Date: 20 December, 2019 (Fri) Time: 3:30 pm – 10 pm Venue: Cha Kwo Ling Village</p>	<p>All Teams</p> <ul style="list-style-type: none"> • Team A and Team B will each help design and manage one game booth with the children. Proposal submission deadline: 17 November 2019. • Team C will assist other teams on arrangement. • Team D will make Carol Singing Performance with the children.
<p>Graduation Ceremony at HKU</p> <p>4 Jan, 2020 (Sat) 10:30 am – 12:30 pm</p>	<p>All Teams</p> <ul style="list-style-type: none"> • Team C will be responsible for planning and organizing the Ceremony. Proposal submission deadline: 17 November 2019. • Teams A, B and D will assist on the operation and necessary arrangement.
<p>Submission of Programme Evaluation and Learning Journal</p> <p>On or before 12 Jan, 2020</p>	<p>All Participants</p>