

第 28 屆表揚教師計劃
The 28th Teacher Commendation Scheme

提名指引
Nomination Guidelines

推選辦法 Election Method

表揚教師計劃的推選辦法以校本為主，學校應採用最具認受性的方法推選**最多兩位**教師；由於名額有限，本會鼓勵推選過去未曾獲表揚的優秀教師。

本會對推選辦法有以下建議：

The Teacher Commendation Scheme mainly adopts a school-based election method. Schools should use the most recognized method to elect at most **TWO** teachers. In view of the quota, schools are strongly encouraged to elect those who have not been elected in previous years.

The suggested election methods are as follows:

- ◆ 由學生選出
Elected by students
- ◆ 由教師選出
Elected by teachers
- ◆ 一名由教師選出，另一名由家長或學生選出
One elected by teachers and another elected by parents or students
- ◆ 由家長或學生初步推薦，再交由教師選定
Initially nominated by parents or students, then elected by teachers
- ◆ 其他具認受性的方法
Other recognized methods

推選標準 Election Criteria

- ◆ 提升專業水平，追求專業發展：熟悉教育政策；常參與複修、研討、經驗交流等。
Enhancing professionalism and pursuing continuing professional development: Nominees are conversant with educational policies, frequently participate in courses, seminars and exchange programmes.
- ◆ 熱心教學：具有有效教學方法與課堂管理；善於課程策劃、組織與發展。
Enthusiasm about teaching: Nominees have effective pedagogy and classroom management skills, are good at curriculum planning and curriculum development.
- ◆ 關心和愛護學生：給予適當輔導；啟發學習潛能；以身作則，可作學生典範。
Love and care for students: Nominees guide students appropriately to develop their potentials, and act as role models for students.
- ◆ 與家長和社區關係良好：積極參與教育相關組織的工作。
Good relationship with parents and the community: Nominees participate proactively in matters and organizations related to education.
- ◆ 其他優異之處。
Other merits.
- ◆ 候選教師的言行須合乎教師專業操守，並無涉及任何有違專業操守的紀錄以及由教育局及／或學校發出的懲處。敬師運動委員會可全權決定候選教師是否符合候選資格及／或將獲獎教師姓名從名單中剔除。
The words and deeds of the nominees should adhere to the standards of professional conduct of teachers and there are no records of their professional misconduct and any punishments imposed by the Education Bureau and/ or schools. The Committee on Respect Our Teachers Campaign has full authority to determine whether a candidate is eligible and/or remove the name of the awarded teacher from the list.

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註：自 2022/23 年度開始，如遇下列情況考慮取消有關教師的獲獎身份。

- I. 獲獎教師被教育局取消教師註冊。
- II. 獲獎教師收到教育局發出的警告信或譴責信。

教育局會就每個提名提出建議，並由敬師運動委員會接納通過。

Remarks: Starting from the school year of 2022/23, removal of an awardee's status will be considered if:

- i. his/ her teacher registration has been cancelled by the Education Bureau.
- ii. he/ she has received warning letter or reprimand letter from the Education Bureau.

Each nomination will be recommended by the Education Bureau for the acceptance of the Committee on Respect Our Teachers Campaign.

提名辦法 Nomination Method

請填妥提名表格並於 **2023 年 4 月 3 日(星期一)**起透過以下方法送交敬師運動委員會秘書處。截止提名日期為 **2023 年 6 月 30 日(星期五)**下午五時。

Completed Nomination Form should be returned to the secretariat of the Committee on Respect Our Teachers Campaign (CROTC) from **3 April 2023 (Monday)** by the following methods. The nomination deadline is **30 June 2023 (Friday) at 5 p.m.**

網上 Online	https://forms.gle/rt2yGfTUQz4hvpqZ8 
郵寄 By post	新界天水圍 31 區第一期(天頌苑)天水圍循道衛理小學轉交敬師運動委員會 CROTC, c/o Tin Shui Wai Methodist Primary School, Phase 1 Area 31 Tin Shui Wai, Yuen Long, N.T.

以傳真提交的提名表格將不獲受理。

Submission of nomination form by fax will not be processed.

頒發表揚狀 Certificate Presentation

本會將於 **2023 年 9 月 14 日(星期四)**下午三時正假九龍灣國際展貿中心舉行敬師日慶典暨表揚狀頒發典禮。在提名表格上填寫將會出席典禮的獲表揚老師，將於 **2023 年 8 月 31 日**或之前收到有關邀請信。**2023 年 9 月 1 日**仍未收到邀請信，請與本會聯絡。

Teachers' Day and Certificate Presentation Ceremony will be held at **3:00 p.m. on 14 September 2023 (Thursday)** at the Kowloonbay International Trade & Exhibition Centre. Nominees who have indicated that they would attend the Ceremony will receive an invitation letter on or before **31 August 2023**. Please contact us if nominees have not received the letter by **1 September 2023**.

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注意事項 Points to Note

本會將於 2023 年 7 月中以郵寄方式向獲提名老師及相關校長發出認收信。如於 2023 年 7 月 14 日仍未收到有關通知，請與本會聯絡。

Acknowledgement letters will be sent to the nominated teachers and relevant school heads by post by mid-July 2023. Please contact us if the nominees have not received the letter by 14 July 2023.

查詢 Inquiry

敬師運動委員會許先生，電話：6707 6665（辦公時間：星期一至五 上午九時至下午一時及下午二時至五時）

Mr. Hui of CROTC, Tel: 6707 6665 (Office Hours: 9:00 a.m.-1:00 p.m., 2:00 p.m.-5:00 p.m., Monday to Friday)