

_____ / _____ Academic year

Name of School	
Room teacher's Name	Grade
Student's Name	No. of student card

I. Description of the current situation		Table (I)
Note: Teachers may choose table (I) or (II) according to the subjects that students learn.		
1. Chinese	Remark	
2. English	Remark	
3. Mathematics	Remark	
4. General knowledge	Remark	
5. Physical Education	Remark	
6. Music / Art	Remark	
7. Communication / Sociability	Remark	
8. Behaviour / Emotion	Remark	
9. Other subjects	Remark	

_____ / _____ Academic year

Name of School	
Room teacher's Name	Grade
Student's Name	No. of student card

II. Description of the current situation		Table (II)
Note: Teachers may choose table (I) or (II) according to the subjects that students learn.		
1. Field of studying	Remark	
2. Field of living and self-caring	Remark	
3. Field of communication and social skills	Remark	
4. Field of emotion and social adaption	Remark	
5. Field of movement	Remark	
6. Others	Remark	

Subject		Academic Year	_____ / _____		Semester	<input type="checkbox"/> First <input type="checkbox"/> Second	
Student's Name		Grade			Subject Teacher's Name		
Other Assistants			Position				
【Long-term objectives】							
Remark							
【Short-term objectives】			Methodology	Commencement date	Assessment method ¹	Assisting measure ²	Assessment result ³

Subject	Academic Year			Semester	<input type="checkbox"/> First <input type="checkbox"/> Second	
Student's Name	Grade			Subject Teacher's Name		
【 Short-term objectives 】		Methodology	Commencement date	Assessment method ¹	Assisting measure ²	Assessment result ³

- 1. Assessment method: **A** – Oral test ; **B** – Written test ; **C** -- Operation ; **D** -- Observation .
- 2. Assisting measures: **a** – Enlarging the words; **b** – Teacher reading out the questions word by word; **c** – Providing Braille board; **d** – Extending the answering time; **e** – Answering by sticking the words; **f** – Answering with computer; **g** –Teacher reading out the questions orally; **h** – Others.
- 3. Assessment result: *** --** Learning objectives have not been achieved (under 20%);
∅ -- Part of the learning objectives have been achieved (20-40%)
△ -- Part of the learning objectives have been achieved (40-60%) ;
○ -- Part of the learning objectives have been achieved (60-80%) ;
✓ -- Learning objectives have been achieved (over 80%) .

Academic Year _____ / _____	Semester <input type="checkbox"/> First <input type="checkbox"/> Second	Student's Name _____	Grade _____
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III. Student's time-table

Time \ Subject	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

IV. Signatures of the participants setting up the plan of educational activities

	Name	Signature	Date
Principal	_____	_____	_____
Room teacher	_____	_____	_____
Subject Teacher	_____	_____	_____
Resource Teacher	_____	_____	_____
Student counsellor	_____	_____	_____
Psychological counsellor	_____	_____	_____
Occupational therapist	_____	_____	_____
Physical therapist	_____	_____	_____
Speech therapist	_____	_____	_____
Speech training teacher	_____	_____	_____
Others	_____	_____	_____