

# SCHOOL MANAGEMENT PLAN (SENIOR HIGH SCHOOL MANIFEST)

School Code	School Name
3606	Kamo High School Part Time School

Objective	To prepare students with <i>basic academic abilities and balanced humanity</i> , and nurture them to <i>be independent and be able to live in the society</i> . 1. Students who take challenges and make their best efforts to attain their objectives. 2. Students who can adapt to a multicultural-coexisting society, and can self-manage and have coordination. 3. Students who have adjustability to lead a group to the best direction and are expressive, who have the power to open up their own paths.	
<Educative Orientation Priorities> Important specific objectives for this year	Necessary and specific activity and policy for major objectives	Evaluation of the achievements and decision standards or rating indexes
Establishment of discipline in class, and mastery and establishment of basic academic abilities	① Conduct classes with fewer students and team teaching classes, and reviews properly. ② Make use of general studies class to master Kanji and calculation ability. ③ Make use of foreign student adaptation supporters or interpreters for the improvement of academics from a linguistic aspect. ④ Arrange a meeting three times a week where the faculty can exchange information, and constantly ensure the contents and methods of student guidance.	① Review points to be improved in class through conducting surveys or faculty research, and study the method of student guidance. ② Conduct campus Kanji proficiency test and basic Mathematics test and review the degree of achievement.
Establishment of basic lifestyle habits and nurture of balanced humanity.	① Faculty will counsel all students regarding school rules and manners to establish basic lifestyle habits. ② Conduct health counseling regarding connections with external organizations at physical and health education class or before summer vacation to ensure that students conduct health management of the mind and body ③ Conduct one-on-one conference with students and parent-student-teacher conference in a total of six times annually in effort for student comprehension. ④ Conduct school counseling by expert organizations for applicants once a month, plan the connection between students and school nurse or medical specialists, and enhance the support system on an educational counseling aspect. ⑤ Nurture cooperativeness and social spirit through school events or club activities.	① Teach students regarding consideration for TPO (Time, place, occasion) while doing activities. ② Faculty stand watch at school gate and teach students regarding punctuality, traffic manners, and greetings. ③ Conduct one-on-one conference with students, parent-student-teacher conference, and session with specialists in effort for student comprehension. ④ Conduct a survey for every school event.
Systematic education and fulfillment of desired career with applicable ability to the society	① Conduct career education classes suitable to the students' awareness of each school year in order for students to ensure their own capability, and achieve an appropriate career. ② Enhance information gathering opportunities through career guidance by organizations, company visits, and advice-sharing with graduates or students who have definitive careers in order to nurture healthy work values. ③ Conduct group to group campus Japanese presentation competition and nurture adjustability and expressiveness. ④ Support foreign students pass Japanese language proficiency test and make use of acquired qualifications to their employment.	① Analyze the results from survey regarding career awareness and create a career education overall plan. ② Improve company visits, career guidance projects, and opportunities where they can think about their own career, and raise work awareness. ③ Enhance necessary social skills through campus Japanese presentation competition or acquiring qualifications.
Promote the development of a school open to and trusted by the local community	① In addition to conducting education promotion assembly general meeting and parent-student-teacher conference, information service for multilingual mail delivery, home page updates, and newsletter three times annually will be conducted. ② Make use of foreign student adaptation supporters, and have close collaborations with foreign guardians. ③ Develop interaction with the local community, and connect to comprehension of educational activities through local activities regarding campus Japanese presentation competition. ④ Conduct junior high school visit and invite local residents at school festivals to promote the school's educational activities. ⑤ Staff will work together to improve the efficiency of duties.	① Upload the translated annual schedule at the school's home page. ② Deliver translated mails addressed to guardians. ③ Increase the number of participants in school publication day, education promotion assembly general meeting, and school briefing sessions. ④ The overtime of staffs per should be within 45 hours per month.

