

Structured Manager Training Programme (2025/26) – Foundation Programme

commissioned by the Education Bureau, HKSARG

organised by the Academy for Educational Development and Innovation, The Education University of Hong Kong

Programme Outline

Part 1: Introduction to IMC Fundamentals

This part introduces the basic roles and responsibilities of IMC members under the school-based management framework. This part provides foundational knowledge and practical skills, encouraging active participation in school governance and collaboration among members. It also promotes a positive and service-minded attitude, helping participants build confidence and competence in fulfilling their duties and contributing to effective, student-centred school development.

	Date and Time	Topic	Speaker	Location	Enrolment Deadline
1	10/10/2025 [#] 14:45 - 17:15	The school-based management policy and its latest development; functions, responsibilities and operation of IMCs; the standing order of IMC meetings	Prof NG Shun Wing	Tai Po Campus, EdUHK ¹	30/09/2025
2	21/10/2025 [#] 18:00 - 20:30	The latest education initiatives (Primary Humanities, Citizenship, Economics and Society, Information Literacy for Hong Kong Students' Learning Framework) in Hong Kong about school operation; enhance IMC managers' knowledge and awareness to Constitution, Basic Law and National Security Education	Mr Albert SO Mr HUI Chin Yim, Stephen	TKO Study Centre, EdUHK ²	11/10/2025
3	15/12/2025 [#] 18:00 - 20:30	Understanding Education Ordinance, Education Regulations and School Administration Guide in the daily operation of IMC with useful tips of the laws and administrative documents	Mr Albert SO Mr HUI Chin Yim, Stephen	Tai Po Campus, EdUHK ¹	05/12/2025

¹The address of Tai Po Campus of EdUHK is 10 Lo Ping Road, Tai Po, N.T. and the class location will be provided in your admission confirmation.

²The address of Tseung Kwan O Study Centre of EdUHK is 1 King Yin Lane, Tseung Kwan O, N.T. and the class location will be provided in your admission confirmation.

Part 2: School Governance and Resource Management in Practice

This part aims to deepen participants' understanding of school operations, including key regulations, resource management, and policy implementation. It equips IMC managers with the knowledge and skills needed to support and monitor schools effectively. This part highlights important aspects of school governance and promotes sound decision-making. By reinforcing a positive service attitude and comprehensive system awareness, it enables participants to take a more engaged, confident role in school leadership and contribute to the continuous improvement of school performance.

	Date and Time	Topic	Speaker	Location	Enrolment Deadline
1	06/01/2026 [#] 18:45 - 21:15	The code of ethics of IMC managers; how to perform the role as IMC managers effectively; enhance the communication and cooperation among IMC managers	Mr CHOW Ping Yan, Alan	West Kowloon Study Centre (Austin Road), EdUHK ³	27/12/2025
2	10/03/2026 18:45 - 21:15	The basic principles of sound financial management in schools for IMC managers and their supervisory roles	Mr HUI Chin Yim, Stephen	West Kowloon Study Centre (Austin Road), EdUHK ³	28/02/2026
3	21/04/2026 18:45 - 21:15	The basic principles of sound human resources management in schools for IMC managers and their supervisory roles	Mr HUI Chin Yim, Stephen	West Kowloon Study Centre (Austin Road), EdUHK ³	11/04/2026

³The address of West Kowloon Study Centre (Austin Road) of EdUHK is Xiqu Centre, 88 Austin Road West, Tsim Sha Tsui, Kowloon and the class location will be provided in your admission confirmation.

Enquiries

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The above programme outline and schedule are subject to change. The EdUHK reserves the right to make amendments to the programme content and schedule.