

Plan on Use of Capacity Enhancement Grant for the 2023/2024 Academic Year

Major Area of Concern	Strategies/Tasks	Benefits anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	Teacher-in-charge
Task Area: Curriculum Development							
To relieve teachers' workload so that teachers can concentrate on curriculum development	Employ 1 Audio & Visual (AV) Program Manager	<ol style="list-style-type: none"> 1. Providing more effective AV support to school activities, Campus TV, social media platform and equipment inventory control 2. Enhancing the quality of school functions 3. Providing student training to shoot and edit films 	Whole school year	\$240,000.00	Over 85% of the teachers are satisfied with the performance and support given by the AV Program Manager	Questionnaire survey from teachers and related colleagues	Teacher-in-charge of Audio Visual (Mr. Yuen K.S.)
Task Area: Enhancing students' language proficiency and coping with learning needs of students							
To relieve teachers' workload so that teachers can concentrate on enhancing students' language proficiency and coping with learning needs of students	<ul style="list-style-type: none"> - Employ 12 English Oral tutors, each responsible for teaching a small group of students. These tutoring sessions will take place on Saturdays or after school, with teachers present. - Instead of grouping students by class, they will be organized into groups based on their individual abilities 	<ol style="list-style-type: none"> 1. Increasing manpower to cater the diverse learning needs of students. 2. Teachers can allocate more time to focus on improving students' language proficiency and preparing appropriate teaching materials. 3. Students can practice in a simulated setting that 	Whole school year	\$50,000.00	<ol style="list-style-type: none"> a. Over 85% of teachers involved in this activity are satisfied with the performance of the tutors. b. Over 85% of participants reflect that the training is useful to them. c. Participants with at 	Questionnaire survey from teachers and related colleagues	Subject Panel of English Department (Ms. Ma L.O.)

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	<p>within the same form.</p> <ul style="list-style-type: none"> - Caring for students with different needs with a lower student-to-teacher ratio. - The teachers will provide guidance to the students as they practice their oral language skills. This will involve various activities, starting with brainstorming, followed by discussion, and concluding with feedback. - The duration of each session will be 45-60 minutes, and it will be attended by most students. - Following the session, students will actively participate in group discussions, applying the oral skills they have learned in class. - The division of students into ability-based groups ensures a balanced discussion, 	<p>replicates the HKDSE exam format, where they engage in group discussions with unfamiliar candidates and assessors.</p>			<p>least 85% of attendance rate is shown in the record of learning.</p>		

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	preventing more capable students from dominating and allowing students of different abilities to acquire a diverse range of skills.						

Task Area: Enhancing students' language proficiency and coping with learning needs of students

1. To relieve teachers' workload so that teachers can concentrate on enhancing students' language proficiency and coping with learning needs of students	<ul style="list-style-type: none"> - Employ 12 Chinese Oral tutors each teaching a small group of students with teachers in each training session on Saturdays or after school, with teachers present. - Instead of being separated by class, students will be divided into groups based on their ability within the same grade. - Caring for students with different needs with a lower student-to-teacher ratio. - The teachers will guide the students in practicing their oral language skills based on various requirements, beginning with brainstorming, followed by discussion, and 	<ol style="list-style-type: none"> 1. Increasing manpower to cater the diverse learning needs of students. 2. Teachers can allocate more time to focus on improving students' language proficiency and preparing appropriate teaching materials. 3. Equipping junior secondary students with the basic skills of discussion and senior form students with higher level of discussion skills 	Whole school year	\$32,400.00	<ol style="list-style-type: none"> a. Over 85% of teachers involved in this activity are satisfied with the performance of the tutors. b. Over 85% of participants reflect that the training is useful to them. c. Participants with at least 85% of attendance rate is shown in the record of learning. 	Questionnaire survey from teachers and related colleagues	Subject Panel of Chinese Department (Ms. Cheng S.M.)
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	concluding with feedback. - A 45-60 minute session for all students - Students will then participate in a group discussion to apply the oral skills they have learned in class. - Students are divided into groups based on their abilities so that the more capable students do not dominate the discussion and so that students of varying abilities can acquire a variety of skills.						

Balance B/F: \$0.00
 Total Income for the year: \$666,935.00
 Total Expenditure for the year: \$322,400.00
 Surplus: \$344,535.00 (surplus transferred to the balance of EOEBG)
 Balance C/F: \$0.00

Name of Principal: Fung Nga Sze, Agnes

Signature: 

Date: 24th October, 2023