

Plan on Use of Capacity Enhancement Grant in 2020/21 School Year

Name of school: Chiu Lut Sau Memorial Secondary School

Means by which teachers have been consulted: Opinion survey and consultation through meetings

No. of operating class: 25

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated (e.g. in what way teachers' workload is alleviated)	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
1. Enhancing learning and teaching of Chinese, English & Mathematics	<p>To relieve the workload of Chinese, English and Mathematics teachers so that they can focus on enhancing the effectiveness of their teaching strategies.</p> <p>To relieve the workload of the teachers of the OLE Committee so that data for SLP can be collected.</p>	<p>To employ 3 teaching assistants to assist teachers in preparing teaching and SBA materials, the upkeep of resources & records, implementation of tests, exams and OLE programmes.</p>	<ol style="list-style-type: none"> 1. Learning materials can be made and updated and technical support is provided 2. The workload of teachers can be relieved 3. Teachers can have support in the implementation of SBA and OLE programmes 	Sept 2020 to Aug 2021	<p>Salary of three teaching assistants for the year - \$646,380.00 [\$17,955.00 per year per teaching assistant (including 5% MPF)]</p>	<ol style="list-style-type: none"> 1. Teaching materials with good quality are prepared 2. Non-teaching workload of teachers is relieved 3. Students' interests and proficiency in the languages are enhanced 4. Students' whole person development is enhanced 	<ol style="list-style-type: none"> 1. Feedback from teachers concerned 2. Observation by Heads of Chinese, English & Mathematics Department 	<ol style="list-style-type: none"> 1. Heads of English, Chinese & Mathematics Department 2. Teacher i/c of the OLE Team
Total Resources required: \$646,380.00								