

Plan on the Use of Capacity Enhancement Grant for the 2021/22 School Year

Name of School : HKTA Tang Hin Memorial Secondary School

Means by which teachers have been consulted: at staff meetings and special meetings

Number of operating classes: 29

Task 1	Major Areas of Concern	Strategies / Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Methods of Evaluation	People Responsible
Enhancing students' language proficiency	1. To enhance students' proficiency in English 2. To help low achievers to improve their English	To employ part-time tutors to conduct English classes / activity sessions for S4 and S.5 (Class sizes will be kept below 20)	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September onwards for one year. All classes / activity sessions will be held on Saturdays and in summer vacation.	Salary of the part-time tutors for the year – <u>\$44,100.00</u>	<ul style="list-style-type: none"> ● Most of the students attain a pass in the Annual Results. ● Most of the students show improvement in academic performance after attending the courses. ● Most of the students agree that the courses are useful for improving their language proficiency. 	<ul style="list-style-type: none"> ● Evaluate the students' progress through their feedback in class and performance in exercises and exam papers. ● Conduct a survey to gather feedback from the students and the tutors. 	Ms Leung KC Mr. Lam HB Ms Ngo KK

Task 2	Major Areas of Concern	Strategies / Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Methods of Evaluation	People Responsible
Enhancing students' language proficiency	1. To enhance students' proficiency in Chinese 2. To help low achievers to improve their Chinese results	To employ part-time tutors to conduct Chinese classes / activity sessions for S1, S2 and S3 (Class sizes will be kept below 20)	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September onwards for one year. All classes / activity sessions will be held on Saturdays and in summer vacation.	Salary of the part-time tutors for the year – <u>\$97,776.00</u>	<ul style="list-style-type: none"> ● Most of the students attain a pass in the Annual Results. ● Most of the students show improvement in academic performance after attending the courses. ● Most of the students agree that the courses are useful for improving their language proficiency. 	<ul style="list-style-type: none"> ● Evaluate the students' improvement through their feedback in class and performance in exercises and exam papers. ● Conduct a survey to gather feedback from the students and the tutors. 	Ms Leung KC Mr. Lam HB Ms Tsang WK

Task 3	Major Areas of Concern	Strategies / Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Methods of Evaluation	People Responsible
Coping with diverse and special learning needs of students	To help low achievers to improve their Mathematics results	To employ part-time tutors to conduct Mathematics classes / activity sessions for S.3 to S.5. (Class sizes will be kept below 20)	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September onwards for one year. All classes / activity sessions will be held on Saturdays and in summer vacation.	Salary of the part-time tutors for the year – <u>\$34,335.00</u>	<ul style="list-style-type: none"> ● Most of the students attain a pass in the Annual Results. ● Most of the students show improvement in academic performance after attending the courses. ● Most of the students agree that the courses are useful for improving their Mathematics standard. 	<ul style="list-style-type: none"> ● Evaluate the students' improvement through their feedback in class and performance in exercises and exam papers. ● Conduct a survey to gather feedback from the students and the tutors. 	Ms Leung KC Mr. Lam HB Mr. Cheung WC

Task 4	Major Areas of Concern	Strategies / Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Methods of Evaluation	People Responsible
Coping with diverse and special learning needs of students	To help low achievers by giving more individual care.	To employ part-time tutors to provide individual support for the low achievers.	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September onwards for one year. All activity sessions will be held on Saturdays or after school.	Salary of the part-time tutors for the year – <u>\$80,000.00</u>	<ul style="list-style-type: none"> ● Most of the students show improvement in academic performance after attending the activities. 	<ul style="list-style-type: none"> ● Evaluate the students' improvement through their feedback in class and performance in exercises and exam papers. ● Conduct a survey to gather feedback from the students and the part-time tutors. 	Ms Leung KC Mr. Lam HB

Task 5	Major Areas of Concern	Strategies / Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Methods of Evaluation	People Responsible
Coping with diverse and special learning needs of students Curriculum Development	To help low achievers by giving more individual care. To reduce teachers' workload so that they can concentrate on developing effective learning and teaching strategies	To employ a full-time teaching assistant to: - conduct remedial classes for less able students - offer more learning support to students with special educational needs - help teachers prepare learning and assessment materials - assist teachers in administration work	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September onwards for one year.	Salary of the full time teaching assistant for the year – <u>\$214,200.00</u>	<ul style="list-style-type: none"> ● Positive feedback from the students who have received the learning support. ● Teachers can concentrate on curriculum development. ● Percentage of teachers whose workload has been reduced 	<ul style="list-style-type: none"> ● Evaluate the students' improvement. ● Feedback from teachers 	Ms Leung KC
Coping with diverse and special learning needs of students Curriculum Development	To offer learning support to individual students To assist teachers in invigilation and preparing teaching materials	To employ part-time tutors to: - assist teachers in invigilation - help teachers prepare teaching materials - offer learning support to individual students	Teachers will be relieved of their workload so that they can concentrate on developing curriculum.	From September onwards for one year.	Salary of the part-time tutors for the year – <u>\$12,000.00</u>	<ul style="list-style-type: none"> ● Positive feedback from the students who have received the learning support. ● Teachers can concentrate on curriculum development. ● Teachers' workload has been reduced 	<ul style="list-style-type: none"> ● Feedback from students and teachers 	Ms Leung KC
				Total Expenditure	<u>\$482,411.00</u>			

The surplus \$160,523.00 will be retained in EOEBG.