

Hong Kong Taoist Association Tang Hin Memorial Secondary School
Use of Capacity Enhancement Grant
ANNUAL REPORT (2021-2022)

1. OBJECTIVES OF THE CURRENT SCHOOL YEAR

1.1	To enhance student language proficiency and cope with diverse and special learning needs of students
1.2	To cope with academically low achievers by improving their Mathematics results
1.3	To cope with academically low achievers by providing more individual care
1.4	To relieve teachers' workload in invigilation and preparing teaching materials as well as coping with diverse and special learning needs of students

2. Review of Programme Plan

Objective 1.1 To enhance student language proficiency and cope with diverse and special learning needs of students					
Action/Task	Teacher-in-charge	Success Criteria	Evaluation	Follow-Up Actions	Remarks/Suggestion For Further Improvement
(1) To employ part-time tutors to conduct English classes / activity sessions for S4-S.5 (Class sizes will be kept below 20)	Ms Leung KC Mr. Lam HB Ms Ngo KK	<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"> ● The attendance rate was high (88.17%). ● Over half of the students attained a pass in the Annual Results. ● Most of the students showed improvement in academic performance after attending the courses. ● Some classes were cancelled due to the coronavirus pandemic. 	The part-time tutors and subject teachers should discuss the students' learning progress and suggest ways to improve their English proficiency.	The learning materials and activities can be revised to cater for students' needs.

<p>(2) To employ part-time tutors to conduct Chinese classes / activity sessions for S1, S2, S.3 (Class sizes will be kept below 20)</p>	<p>Ms Leung KC Mr. Lam HB Ms Tsang WK</p>	<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"> ● The attendance rate was high (94.46%). ● 87.5% of students attained a pass in the Annual Results. ● Most of the students showed improvement in academic performance after attending the courses. ● Some classes were cancelled due to the coronavirus pandemic. 	<p>Follow-up measures should be implemented to improve student learning.</p> <p>The part-time tutors and subject teachers should communicate more frequently in order to suggest ways to improve the students' Chinese proficiency.</p>	<p>More student-centred activities can be arranged in the courses so as to increase student motivation in learning languages.</p>
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Objective 1.2 To cope with academically low achievers by improving their Mathematics results

Action/Task	Teacher-in-charge	Success Criteria	Evaluation	Follow-Up Actions	Remarks/Suggestion For Further Improvement
<p>To employ part-time tutors to conduct Mathematics classes / activity sessions for S.3 to S.5 (Class sizes will be kept below 20)</p>	<p>Ms Leung KC Mr. Lam HB Mr. Cheung WC</p>	<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 and arousing their interest in learning Mathematics. 	<ul style="list-style-type: none"> ● The attendance rate was high (91.78%). ● Over half of students attained a pass in the Annual Results. ● Most of the students showed improvement in Mathematics after attending the courses. ● Some classes were cancelled due to the coronavirus pandemic. 	<p>The part-time tutors and subject teachers can give more encouragement to the students and help them set goals to make improvement in the coming school term.</p> <p>Subject teachers are required to give extra care to the less able students.</p>	<p>The learning materials and activities can be revised to cater for students' needs.</p>

Objective 1.3: To cope with academically low achievers by providing more individual care					
Action/Task	Teacher-in-charge	Success Criteria	Evaluation	Follow-Up Actions	Remarks/Suggestion For Further Improvement
<ul style="list-style-type: none"> To employ part-time tutors to provide individual support to the low achievers. 	Ms Leung KC Mr. Lam HB	<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"> Altogether 35 students joined the study groups. Most of the students have shown improvement in academic performance. Some classes were cancelled due to the coronavirus pandemic. 	The part-time tutors can give more encouragement to the students and help them set goals to make improvement in the coming school term.	More part-time tutors will be employed so that more students can receive individual care.

Objective 1.4: To relieve teachers' workload in invigilation and preparing teaching materials, as well as coping with diverse and special learning needs of students					
Action/Task	Teacher-in-charge	Success Criteria	Evaluation	Follow-Up Actions	Remarks/Suggestion For Further Improvement
<ul style="list-style-type: none"> To employ a full-time teaching assistant to: <ul style="list-style-type: none"> 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 	Ms Leung KC Ms Tsang WK	<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"> The teaching assistant taught S4 and S5 Chinese remedial classes. The student performance and attendance were good. The teaching assistant also offered learning support to individual students. The students gave positive feedback on the support. The teaching assistant helped teachers prepare learning and assessment materials. She also assisted teachers in administration work. The teachers' workload was reduced. 	The teaching assistant will continue to help teachers develop the curriculum and improve the teaching materials.	More teaching assistants will be employed to help different departments improve the curriculum and teaching materials.

<ul style="list-style-type: none"> To employ part-time tutors to: <ul style="list-style-type: none"> -assist teachers in invigilation - offer more learning support to individual students 	Ms Leung KC	<ul style="list-style-type: none"> Teachers' workload has been reduced. Positive feedback from the students who have received the learning support. 	<ul style="list-style-type: none"> 8 part-time tutors were employed to assist teachers in invigilation and offered learning support to individual students who were failed in examinations. Teachers' workload was reduced. Students gave positive feedback on the learning support. 		More part-time tutors will be employed to help teachers in the invigilation.
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3.	FINANCIAL REPORT				
Income: <table border="1" style="width: 100%; margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">Grant Received: \$642,934.00</td> </tr> </table>					Grant Received: \$642,934.00
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Expenditure:					
	Item	Description	Amount(\$)	Remarks	
	1	Part-time English tutors	28,350.00	Capacity Enhancement Grant	
	2	Part-time Chinese tutors	55,248.00	Capacity Enhancement Grant	
	3	Part-time Mathematics tutors	25,450.00	Capacity Enhancement Grant	
	4	Tutorial Groups	35,565.00	Capacity Enhancement Grant	
	5	Full-time teaching assistant	214,200.00	Capacity Enhancement Grant	
	6	Part-time tutors	40,672.51	Capacity Enhancement Grant	
		Total:	399,485.51		
		Balance c/d	243,448.49	to be deployed to EOEBG	

4.	PROGRAMME TEAM	
	Unit Head: <u>Leung Kit Ching / Lam Hon Biu</u>	
	Members :	
	Ngo Kuen Kuen Tsang Wing Kuen	Cheung Wai Chiu