

Plan on Use of Capacity Enhancement Grant in 2018-2019)

Name of School: SKH Lam Kau Mow Secondary School

Means by which teachers have been consulted: Through discussion in SASIC meeting

No of operating classes: 24

Estimated amount of CEG in 2018-2019: \$600,000

Task Area	Major Area of Concern	Strategy	Benefits Anticipated	Time Scale	Resources required	Success Criteria	Method of Evaluation	Teachers responsible
Teaching and Learning	To reduce teachers' workload in administrative work.	To employ 2 teaching assistants	<ul style="list-style-type: none"> - More manpower for preparing teaching materials, organizing learning activities and co-curricular activities. - Teaching effectiveness can be raised as teachers have fewer non-teaching duties. 	9/2018 to 8/2019	About \$350,000	<ul style="list-style-type: none"> - More collaborative lesson preparation and peer learning activities can be held. - More than 80% of the teachers agree that teaching assistants can help reduce their workload. 	<ul style="list-style-type: none"> - Amount of non-teaching duties taken up by teaching assistants - Questionnaires collected from teachers 	Mr. Lau Wai Tong and Mr. Ng Wai Cheung

Task Area	Major Area of Concern	Strategy	Benefits Anticipated	Time Scale	Resources required	Success Criteria	Method of Evaluation	Teachers responsible
Teaching and Learning	To reduce teachers' workload in helping the under-achievers.	To hire alumni (under-graduates) or retired teachers to provide after-school enrichment classes.	- Academic performance of these under-achievers improved.	9/2018 to 8/2019	About \$50,000	-75% of the participants make improvement after joining these programmes.	Test and examination results	Subject coordinators
Other Learning experience	All Round Education	To employ part-time sports coaches, musical instrument tutors for various sports teams, musical instrument classes	Students' talents in sports and music can be unleashed and students' other learning experience can be enriched.	9/2018 to 8/2019	About \$ 160,000	Higher participation rate and overall better performance in open competitions	CCA records and awards	Ms Elsa Fung
Other Learning experience	All Round Education	To subsidize entrance fee and transport fee for OLE activities and open competitions	More students can participate in OLE activities and open competitions and this help widen their horizons.	9/2018 to 8/2019	About \$ 40,000	Higher participation rates in OLE activities and open competitions	No. of OLE activities organised and open competitions entered	Ms Elsa Fung