

Proposed Programme Plan on Use of Capacity Enhancement Grant in 2018/19 School Year

Name of school: **S.K.H. TSANG SHIU TIM SECONDARY SCHOOL**

Means by which teachers have been consulted: **Consultation followed by staff meeting**

No. of operating classes: **30**

| Task Area(s) | Major Area(s) of Concern | Strategies / Tasks | Benefits Anticipated | Time Scale | Resources Required | Success Criteria | Method(s) of Evaluation | People Responsible |
|---------------------|---|-----------------------------|--|------------------------------------|---|--|--|---------------------------------|
| Teaching & Learning | To reduce teachers' workload so that they could have the capacity to facilitate effective implementation of SS curriculum | Employ 2 full-time teachers | <ul style="list-style-type: none"> Teachers to be relieved of some of the workload and be able to teach the SS curriculum more effectively Individual students to be provided with more intensive care on a need basis | From September 2018 to August 2019 | *\$599,381 (2 teachers' yearly salaries + 5% MPF) | <ul style="list-style-type: none"> Teachers are able to conduct lessons more effectively. More needy students are given more intensive care. | <ul style="list-style-type: none"> Feedback from teachers on workload relief measure Performance appraisal on the teachers | Mr P.S. Chan (School Bursar) |

* The shortfall in the overall payment of the two teachers' salaries will be covered by the school fund inclusive of EOEBG.