

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.