

## Proposed Programme Plan on Use of Capacity Enhancement Grant in 2025/26 School Year

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

Means by which teachers have been consulted: **Consultation at 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 enhance curriculum development which can better cater for the diverse and special learning needs of students | Employ full-time/ part-time teachers | <ul style="list-style-type: none"> <li>Teachers to be relieved of some workload to plan and conduct more effective teaching and learning activities</li> <li>Individual students to be provided with more intensive care on a need basis</li> </ul> | From September 2025 to August 2026 | <b>*\$676,944</b><br>(teachers' yearly salaries + 5% MPF) | <ul style="list-style-type: none"> <li>Teachers are able to conduct lessons more effectively</li> <li>More needy students are given more intensive care</li> </ul> | <ul style="list-style-type: none"> <li>Feedback from teachers</li> <li>Performance appraisals of the teachers</li> </ul> | Mr Chan P.S.<br>(School Bursar) |

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