

**Lam Tai Fai College
2012-2013**

Plan on the Use of Capacity Enhancement Grant

| Task Area | Major Area(s) of Concern | Strategies | Benefits Anticipated | Time Scale | Resources Required | Success Criteria | Method of Evaluation | Person(s)-in-charge |
|---|--|---|--|-------------------------------|--|--|--|---|
| To relieve teachers from some of their duties in order that they can focus more on their teaching so as to enhance student learning | To create an environment for teachers' professional growth | To recruit 3 teaching assistants to support English Language, Chinese Language, Mathematics and Technology KLAs | <ul style="list-style-type: none"> Teachers will have more time to prepare for their lessons and tailor teaching materials that are of interest to the students. Teachers will have more time to attend professional training. | September 2012 to August 2013 | Salaries & MPF of the 3 teaching assistants for 12 months <u>Income (CEG)</u> HK\$350,370.00 <u>Expenditure Anticipated</u> (Salaries) HK\$448,920.00 + (MPF) HK\$22,446.00 = HK\$471,366.00 <u>Difference</u> -HK\$120,996.00 (To be borne by school) | <ul style="list-style-type: none"> A majority of the teachers in the 4 KLAs indicate that the teaching assistants can help reduce some of their duties so that they have more time to concentrate on their teaching and to attend training on curriculum and pedagogy. Teachers in the 4 KLAs completed at least 50 hours of professional training in 2012-2013. | <ul style="list-style-type: none"> Questionnaires to teachers in the 4 KLAs | <ul style="list-style-type: none"> Ms Cham Yuen Mei Ms Chan Wing Yin Mr Tam Ho Lun Mr Tong Kwong Chiu |