

**Lam Tai Fai College
2017-2018**

Report on Use of Capacity Enhancement Grant

Task / Action	Teacher-in-charge	Evaluation & Suggestions	Income & Expenditure
<p>To recruit 3 associate teachers to support English Language, Chinese Language, PSHE KLAs so that teachers can be relieved from some of their duties and focus more on their teaching so as to enhance student learning</p>	<p>KLA Conveners: Ms Wong Suk Fan Ms Lee Wing Yu Ms Lee Ching May</p>	<ul style="list-style-type: none"> • The three associate teachers mainly provided clerical and secretarial support to the teachers in the 3 KLAs. They also helped with co-curricular activities, preparation of teaching materials, lesson substitution and invigilation. • The Chinese Language and PSHE associate teachers also helped with tutorial classes. • 85% of the teachers in 3 KLAs agreed or strongly agreed that the associate teachers could help reduce some of their duties while 74% agreed or strongly agreed that with the help of the associate teachers, they had more time to concentrate on their teaching. • However, only 38% of the teachers agreed or strongly agreed that they had more time to attend training on curriculum and pedagogy and only 18% of them said that they attained 50 or more CPD hours. • 85% of them agreed or strongly agreed that the posts of associate teachers should be retained. 	<p style="text-align: right;">Income (CEG): HK\$513,084.00 <u>Expenditure (Salaries & MPF of AT): HK\$630,815.03</u> *Difference: -HK\$117,731.03</p> <p style="text-align: right;">*HK\$117,731.03 to be borne by school</p>