

Lam Tai Fai College
2020-2021

Report on Use of Capacity Enhancement Grant

Task / Action	Teacher-in-charge	Evaluation & Suggestions	Income & Expenditure
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	KLA Conveners: Ms Cheng Ngai Ching Mr Liu Chi Yeung Ms Lee Ching May	<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 the preparation of teaching materials, lesson substitution, invigilation, secretarial and clerical support. • The Chinese Language, English Language and PSHE associate teachers also helped with teaching normal classes and tutorial classes. • 95.5% of the teachers in 3 KLAs agreed or strongly agreed that the associate teachers could help reduce some of their duties while 95.5% agreed or strongly agreed that with the help of the associate teachers, they had more time to concentrate on their teaching. • 72.8% of the teachers agreed or strongly agreed that they had more time to attend training on curriculum and pedagogy and 50% of them said that they attained 50 or more CPD hours. • 100% of them agreed or strongly agreed that the posts of associate teachers should be retained. 	<p style="text-align: right;">Income (CEG): HK\$577,720.00</p> <p style="text-align: right;"><u>Expenditure (Salaries & MPF of AT): HK\$679,465.16</u></p> <p style="text-align: right;">*Difference: -HK\$101,745.16</p> <p style="text-align: right;">*HK\$101,745.16 to be borne by school</p>