

## Plan on Use of Capacity Enhancement Grant in 2022/23 School Year

Name of school: Chiu Lut Sau Memorial Secondary School

No. of operating class: 25

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated (e.g. in what way teachers' workload is alleviated)	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
<p>1. Enhancing learning and teaching of LS &amp; PSHE, Mathematics &amp; Science</p> <p>Providing support for CLP, OLE &amp; STEM teachers</p>	<p>To relieve the workload of LS &amp; PSHE, Mathematics &amp; Science teachers so that they can focus on enhancing the effectiveness of their teaching strategies</p> <p>To relieve the workload of the CLP, OLE &amp; STEM teachers</p>	<p>To employ 3 full time teaching assistants to assist teachers in preparing learning and teaching and SBA materials, to upkeep resources &amp; records, and to implement CLP, OLE &amp; STEM programmes.</p>	<p>To help relieve teachers' workload by</p> <ol style="list-style-type: none"> <li>1. assisting teachers to prepare learning and teaching materials.</li> <li>2. providing technical support.</li> <li>3. offering assistance in the implementation of CLP, OLE &amp; STEM programmes.</li> </ol>	<p>Sept 2022 to Aug 2023</p>	<p>Salary of three teaching assistants for the year</p> <p>\$678,672.00</p> <p>[\$18,852.00 per year per teaching assistant (including 5% MPF and 5% projected salary increase)]</p>	<ol style="list-style-type: none"> <li>1. Learning and teaching materials with good quality are prepared.</li> <li>2. Non-teaching workload of teachers is relieved.</li> <li>3. Students' whole-person development and other learning experiences are enhanced.</li> </ol>	<ol style="list-style-type: none"> <li>1. Feedback from teachers</li> <li>2. Observation by appraising officers</li> </ol>	<ol style="list-style-type: none"> <li>1. Teachers in-charge LS, PSHE, Science and Mathematics Departments</li> <li>2. Teachers in-charge of the CLP, ECA and STEM Education Teams</li> </ol>
<p>Total amount required: \$678,672.00</p> <p>Deficit to be topped up by OEPG</p>								