Plan on Use of Capacity Enhancement Grant

Name of School: Po Leung Kuk Ho Yuk Ching (1984) College   School Year: 2023-24
No. of Classes: 24

Task Area: (a) To cope with the diverse and special learning needs of students with varied abilities.
            (b) To relieve teachers' non-teaching workload so as to enhance the effectiveness of teaching and learning.

Person-in-charge   : Miss T.K.Chiu, Miss P.H.Wong, Miss H.Y. Ng, Miss W.C. Fok, Mr.C.C.Yuen

Financial Controller : Miss S.C.Yuen

Means by which teachers have been consulted: Internal email

1. Major Areas of Concern

1.1 To enhance students' language proficiency in English and Chinese.

1.2 To help students with different learning needs learn better.

1.3 To relieve teachers' non-teaching workload so that they can spare more time on curriculum development.

1.4 To assist the implementation of e-Learning.

2. Implementation Plan

2.1 Arranging different Chinese and English Enhancement courses by hiring outside services for targeted students, ranging from the gifted ones to those with learning difficulties.

2.2 Arranging different extra-tutorial classes in small group by hiring outside services or joining Elite programs for selected Senior form students with different learning abilities.

2.3 Organizing different co-curricular training programs for students by employing part-time tutors or coaches, or hiring services from outside organizations, including Summer Holiday 2024.

2.4 Developing e-Learning materials by employing Teacher Assistant and Information Technology Helper.

3. Benefits Anticipated

(i) With the help of tailor-made tutoring programs, students with varied abilities and different learning needs could improve their academic performance.

(ii) Teachers' workload will be reduced, thus more time and space could be spared for planning lessons and paying attention to individual student's needs.

(iii) Allow more students with different talents to join in and eventually flourishing in different fields.

4. Implementation Schedule

Plan		Period
4.1	Chinese and English Enhancement courses	2023/24 school year
4.2	Extra-tutorial classes	2023/24 school year
4.3	Co-curricular Training programs	2023/24 school year
4.4	Teacher Assistant / Information Technology Helper	2023/24 school year

5. Resources Required

		Expenditure HK$	Income HK$
1.	Balance brought down by Capacity Enhancement Grant for 2022/23 School year		977,770.81
2.	Capacity Enhancement Grant for 2023 / 24 School year		666,935.00
3.	Enhancement courses (Chinese, English)	300,000.00	
4.	Extra-tutorial classes	76,414.00	
5.	Co-curricular Training programs	844,108.50	
6.	Teacher Assistant / Information Technology Helper	200,000.00	
7.	Balance carried forward by Capacity Enhancement Grant for 2023 / 24 School Year	224,183.31	
	Total	1,644,705.81	1,644,705.81

6. Performance Indicators

6.1 (i) The average attendance rate for all enhancement courses is 90% or above.

(ii) 70% Chinese / English teachers agree that the enhancement courses are useful in helping students to perform better in their subjects.

6.2 (i) The average attendance rate for all extra-tutorial classes is 90% or above.

(ii) 70% Subject teachers in concern agree that the extra-tutorial classes are useful in helping students to perform better in their subjects.

6.3 (i) 80% S1 and S2 students have actively participated in at least one extra-curricular activity.

(ii) 80% participating students have performed well in the regular ECA programs and/or one-off whole-person development programs.

(iii) The average attendance rate for all programs arranged for various school teams and school band is 80% or above.

(iv) 80% participating students, teachers and parents agree that the training that the school provided, competitions entered and overseas tour arranged are beneficial to the students and thus these school teams should be kept in the coming year.

6.4 (i) 70% teachers agree that they receive quick response to emergency cases in e-Learning.

7. Assessment Mechanism

7.1 (i) Keeping full attendance records of participating students.

(ii) Gather feedback from Chinese / English teachers and course assistants.

7.2 (i) Keeping full attendance records of participating students.

(ii) Gather feedback from subject teachers and tutors.

7.3 (i) Keeping full attendance records of participating students.

(ii) Keeping full records of all the trainings, competitions and overseas tour that the students have participated in throughout the 2023/24 school year.

(iii) Gather feedback from participating students, teachers and parents.

7.4 (i) Gather feedback from teachers.