

Law Ting Pong Secondary School – Evaluation Report on Use of Capacity Enhancement Grant in 2021/22 School Year

Means by which teachers have been consulted: Annual plan proposed by subject departments and discussion with Heads of Departments

No. of operating classes: 31

Task Area	Area of Concern	Strategies / Tasks	Benefits Achieved	Budget used
1. Teachers' capacity to carry out their professional duties, in and outside the school so they can concentrate on developing their school-based curriculum and assessment; and provide intervention to better address learning needs of their students.	Maximizing students' potential – cater for diversity	To employ three TA's to 1) provide teachers with administration support in competitions and big school events and keeping necessary records; 2) process and prepare academic and pastoral data and student portfolios for all facets; 3) assist in the administration of internal exams and preparing report cards; 4) assist in the supervision of students in the school when extended learning programmes are	Throughout the year, the three Teaching Assistants: <ul style="list-style-type: none"> • provided support to subject leaders in administration, pastoral data, academic matters, SEN academic arrangements and case referrals • helped with the classroom preparation, displays, and purchase of teaching resources • supported teachers in managing report cards and academic publications • assisted in the supervision of S.6 students taking practice tests on Saturdays • supervised students at break times and after school to complete their homework • provided personalized academic intervention to small groups of students lagging behind on an ongoing basis. • supported teachers in supervising SEN students during various subject field trips • provided academic support to SEN students who were exempted from swimming lessons • supported teachers in preparing for PTA meeting agenda and minutes • assisted teachers in liaising with parents to organize PTA activities • assisted various departments in entering students for various competitions • assisted the Sports team on organizing major sports events. 	Remuneration of three TA for 12 months: \$622,176 MPF for TAs: \$31108.8 TOTAL: \$653,284.8

		<p>being conducted; and on school trips;</p> <p>5) assist teachers in the supervision of events taking place on Saturdays.</p> <p>6) Support teachers in preparing for PTA activities</p>	<p><i>Remarks:</i></p> <p><i>Log books from the three TAs for duty records are available upon request.</i></p>	
<p>2. Hire tutors to enhance teachers' capacity to help students improve academic performance in core subjects</p>	<p>The learner diversity in each class has been a growing concern among all the major departments. Departments put their major emphasis on sharpening teachers' pedagogy to better address the issue.</p> <p>Teachers, however, had to look after far too many students who need support. This is out of their capacity if no extra resources are provided. Teachers, after school, in addition to attending pastoral and academic meetings, holding</p>	<p>Hire four external tutors to provide enhancement programmes for core subjects, i.e. Chinese Language and Mathematics.</p>	<p>The following departments organized enhancement programmes and reading programmes for students: Chinese Language and Mathematics and in total four outside tutors are employed to run the academic programmes namely:</p> <p>Chinese Language: Two tutors</p> <p>Mathematics: Two tutors</p>	<p>(The budget was not used since the enhancement classes were conducted by subject teachers this year.)</p> <p>TOTAL: \$0</p>

	tutorial classes, taking charge of a CCA, setting formative and summative assessments, marking, organizing field trips, etc. did not have time to help those who are struggling academically.			
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Financial Summary

CEG received on 2021.9.1 & 2021.10.29 (<i>\$720 x 782 students</i>)	\$563,040
Actual Expenditure	<u>(\$653,284.8)</u>
Deficit for the year	\$90244.8
Surplus brought forward from previous year	\$129,901.53
Prior Year(s) Adjustment	\$0
(Deficit) to be transferred to Income and Expenditure Account	\$90244.8
Surplus retained to be carried forward to next year	\$39,656.73