

South Tuen Mun Government Secondary School

Appendix 12g(2)

Programme to Enhance Teachers' Capacity Using Capacity Enhancement Grant (CEG) in 2024-2025

Means by which teachers have been consulted: Opinion survey and staff meetings

No. of operating classes: 24

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	Teacher i/c
1. Curriculum development 2. Enhancing students' language proficiency 3. Catering for learners' diversity	To reduce teachers' existing workload so that they can have greater capacity for curriculum development, enhancing students' language proficiency and catering learners' diversity	(1) To employ 3 Teaching Assistants (Diploma Level) to support a) School Administration b) English c) Chinese & d) Student Support	Teaching Assistants are responsible for a. carrying out the administration work and other duties assigned by the school b. preparing school-based learning and teaching materials and activities to cater for learners' diversity c. curriculum planning and implementation d. carrying out enhancement programmes e. conducting tutorial classes for students	2.9.2024 to 31.8.2025	Teaching Assistant I \$231,147 (12 months) Teaching Assistant II \$231,147 (12 months) Teaching Assistant III \$192,623 (10 months)	Over 70 % of teachers agree that the use of CEG on the employment of the three Teaching Assistants is effective	Survey collected from teachers at the end of the academic year	CCY



Signature of SMC Chairperson:

學校管理委員會主席簽署：

Name of SMC Chairperson:

學校管理委員會主席姓名：

KAN Hoi-yan

簡凱恩

Date:

日期：

20/6/2024