

**Po Leung Kuk Tang Yuk Tien College**

**Plan on Use of Capacity Enhancement Grant (學校發展津貼) for 2020-2021**

Means by which teachers have been consulted: Opinion survey followed by staff briefing

No. of operating classes: 24

Major areas of concern	Implementation plan	Period	Performance indicators	Estimated expenditure (\$)
1. To relieve teachers' non-teaching workload so that they can have more time on teaching, counselling students and planning the curriculum	To employ contract staff (such as part-time teachers, student guidance teachers, teacher assistants, clerks and invigilators) to assist teachers in teaching, carrying out extracurricular activities, taking up the duties of invigilation, data input, word processing, etc.	Whole academic year	Feedback from teachers	450,000
2. To hold summer catch-up classes for students who fail to meet the promotion requirements	To employ contract tutors to assist the teaching of various subjects like English, Mathematics, Chinese Language, etc., in summer catch-up classes	Summer vacation	Feedback from tutors, teachers and students	50,000
3. To help new F.1 students adapt to the secondary school life and get used to EMI	To employ contract tutors to organize bridging courses for new F.1 students	Summer vacation	Feedback from tutors, teachers and students	50,000
4. To provide programmes to cope with the diverse and special learning needs of students with varied abilities	To recruit contract tutors to organize enrichment programmes for students or to hire outside services	After school, Saturdays, and summer vacation	Feedback from tutors, teachers and students	80,000
				630,000