

Plan on Use of Capacity Enhancement Grant 2022-2023



CHAN SUI KI (LA SALLE) COLLEGE

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Methods of Evaluation	People Responsible
Enhancing Lasallian Formation and Pastoral Work	To help students learn the Gospel values and grow in faith through Religious Studies, prayers, services, masses and other religious activities.	To employ a pastoral assistant to help teachers in Religious Studies, Catholic functions and Lasallian formation programmes	Pastoral care to students can be enhanced and the workload of the Catholic teachers can be reduced so that they can spend more time on curriculum and pedagogy.	From Sept. 2022 onwards for 1 year	Salary to the pastoral assistant \$214,200	Pastoral work is enhanced and more religious activities are held for students.	Minutes of Religious Studies Feedback from teachers and students	Ms. TY Lee
Curriculum Development	To assist the teacher librarian in supervising senior who dropped elective subjects, managing library resources and reading promotion. To administer the Homework Scheme that is aimed to make students more self-managing and hand in homework in time.	To employ a teacher assistant to (i) help the teacher librarian in supervising senior students who have dropped elective subjects (ii) help reading promotion, and (iii) implement the Homework Scheme and manage homework submission records	Library management can be enhanced. Students can finish their homework and hand in homework punctually.	From Sept. 2022 onwards for 1 year	Salary to the pastoral assistant \$214,200	Library is managed well and provides better service to students. Students can be more self-managing and finish their homework assignments punctually.	Reports of Library Homework records and feedback from teachers	Mr. WY Lee Ms. SF Lee

Career and Life Planning	To enhance the capacity of career teachers for life-planning education and career guidance	To employ a career counsellor to support the administrative work and guidance work	The capacity of career teachers is enhanced. Their administrative work and guidance work are well supported.	From Sept. 2022 onwards for 1 year	Salary to the pastoral assistant \$214,200	Successful accomplishment of the administrative work and guidance work	Reports of Career and Life Planning Section Feedback from various stakeholders	Mr. YL Wong
Curriculum Development	To help subjects in preparing teaching & learning materials, and organising learning programmes to support students in need (NCS/ SEN) in subjects taught in Chinese	To employ a contract teacher to teach some classes and to support NCS/SEN students in subjects taught in Chinese	Related teachers to be relieved of some workload and more time can be spared for collaborative lesson planning. NCS/SEN students are supported.	From Sept. to Dec. 2022 (Salary of other months is paid by NCS funding and LSGSS)	Salary to the contract teacher \$140,160	Collaborative lesson planning is conducted regularly. Support to students in need is provided e.g. pull-out Chinese programme for NCS students	Minutes of subject departments Feedback from teachers and students	Mr. WY Lee Ms. MY Lau
Curriculum Development	To help in development and management of IT teaching and learning resources	To employ an IT assistant to assist teachers in development and use of IT teaching and learning resources	More quality IT teaching and learning resources would be developed	From Sept. 2021 onwards for 1 year	Salary to the IT assistant \$214,200	Increased frequency of using IT in teaching. More quality IT learning resources/ materials developed	Performance appraisal of the IT assistant and assessment on the teaching and learning resources/ materials developed	Mr. HW Leung