

Plan on Use of Capacity Enhancement Grant

School : Shun Lee Catholic Secondary School

Year : 2018/19

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resource Required	Performance Indicators	Assessment Mechanism	Person-in-charge
Self-evaluation and Planning of Subjects and Committees	Meeting the needs of self-evaluation and planning	To employ 12 part-time invigilators to take up some invigilation duties of teachers	Teachers can spare more time for self-evaluation and planning for new academic year	Evaluation and development meetings can be arranged in Final Examination period	Salary of part-time invigilators $\$80 \times 12 \times 30\text{hr} = \$28,800$	<ul style="list-style-type: none"> ✧ Punctuality of the self-evaluation reports and programme plans ✧ Quality of the self-evaluation reports and programme plans 	Questionnaires to teachers to assess their workload on evaluation and planning	Mui HY
Enhancing students' religious and spiritual development	Enriching students' religious experiences	To employ a part-time pastoral care worker to organize religious activities	Students will have more exposure to different religious and spiritual activities	Religious and spiritual activities will be arranged after-school and during school assemblies	Salary & MPF of pastoral care worker : \$140,000	<ul style="list-style-type: none"> ✧ Active participation of students in religious and spiritual activities 	Students' development in affective domain in APASO	Leung CY

Enhancing students' personal growth and development	(i) Enriching students' self-esteem	(i) To employ a student development assistant to organize activities related to personal growth	(i) Students have better self-esteem	Activities will be arranged after-school and during school assemblies	Salary & MPF of student development assistant: \$126,000	✧ Active participation of students in activities related to personal growth	Students' development in affective domain in APASO	Koong TM
	(ii) Addressing students' special educational needs	(ii) To employ an assistant social worker to organize activities related to SEN & mental health	(ii) Students with special educational needs receive more support		Partial Salary & MPF of assistant social worker: \$30,000			Chan HL
Enhancing students' Chinese and English language proficiency	Strengthening students' abilities in Chinese & English exams	To employ instructors to provide exam preparation workshops in Chinese and English	Students can become more confident in exam	Training will be provided by service providers throughout the academic year	Course fee : \$3,000 (English) \$4,000 (Chinese)	✧ Better result in Chinese and English exams	Student feedback and teacher observation	Lim LL & Chuk SH

TOTAL = \$331,800