**The Education University of Hong Kong Jockey Club Primary School**
**2020-2021**
**Plan on Use of Capacity Enhancement Grant**

Means by which teachers have been consulted: Staff Meeting
No. of operating classes: 26

CEG for 2020-2021： $780,416

Proposed budget for 2020-2021： $750,400

| Item | Details | Time Frame | Budget | Evaluation Criteria (Indicator) | Responsible Party |
|---|---|---|---|---|---|
| 1. Enhance students' language proficiency | Implement School-based Reading and Writing Programme (KS1 & KS2) 2 to arouse students' interest in reading English books and develop their reading and writing skills<br><br>The NET, level English teachers and classroom assistants work collaboratively to support the development of the reading and writing programme<br><br>Home Reading and guided reading programme help develop students' reading ability | Whole year | Purchase of reading materials and stationery for School-Based Reading and Writing Workshops<br><br>$30,000 | Assessment of students' reading level using the Reading Benchmark Kit | English Panel Chair-person and the NETs |
| | | | **Total :$ 30,000** | | |

| Item | Details | Time Frame | Budget | Evaluation Criteria (Indicator) | Responsible Party |
|---|---|---|---|---|---|
| 2. Relieve teachers' workload so that teachers can concentrate on curriculum development | Assist teachers to monitor students during recess<br><br>Assist in the School-based Reading and Writing lessons<br><br>Assist teachers to prepare teaching aids and materials<br><br>Assist in organizing extra-curricular activities for students | Whole year | Salary for 1 ELAT and 1 Assistant Teacher (AT)<br><br>$20,000 per month for 1 ELAT (including 5%MPF) for 12 months, i.e.<br> $21,000  x 12<br>=$252,000<br><br>$14,000 per month for 1 AT (including 5%MPF) for 12 months, i.e.<br> $14,700  x 12<br>=$176,400 | Enhance the collaboration among teachers due to an alleviation of teachers' administrative workload | Administration Team |
| | | | **Total :$ 428,400** | | |
| 3. Integrate information technology in teaching | Assist in the setting up of e-Learning infrastructure<br><br>Provide students with extra support for e-Bag classes<br><br>Assist teachers in developing e-Learning materials | Whole year | Salary for 1 Information Technology Support Coordinator (ITSC)<br><br>$20,000 per month for 1 ITSC (including5%MPF) for 12 months, i.e.<br> $21,000 x 12<br> =$252,000 | The equipment downtime is reduced<br><br>Students in all classes can access the computer to search for information and complete tasks or assignments anytime at school | e-Learning Team Leader<br><br>IT Panel Head |
| | | | **Total :$ 252,000** | | |

| Item | Details | Time Frame | Budget | Evaluation Criteria (Indicator) | Responsible Party |
|---|---|---|---|---|---|
| 4. Others: Enhance students' learning experience | Build up learning and teaching resources<br><br>Make use of internal and external resources to organize learning activities | Whole year | Purchase of learning and teaching materials and cost of arranging learning activities<br><br>$40,000 | Enhancement of students' learning experience | Curriculum Development Team<br><br>Life-Wide Learning Team |
| | | | **Total :$ 40,000** | | |

**Proposed budget 2021:**

|  |  |
|---|---|
| $ | 30,000 |
| $ | 428,400 |
| $ | 252,000 |
| $ | 40,000 |
| +) | |

**Grand Total**    $  750,400