

**The Education University of Hong Kong Jockey Club Primary School  
2021-2022  
Plan on Use of Capacity Enhancement Grant**

Means by which teachers have been consulted: Staff Meeting

No. of operating classes: 27

CEG for 2021-2022 : \$ 785,878

Proposed budget for 2021-2022 : \$ 770,560

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

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible Party
2. Relieve teachers' workload so that teachers can concentrate on curriculum development	<p>Assist teachers to monitor students during recess.</p> <p>Assist in the School-based Reading and Writing lessons.</p> <p>Assist teachers to prepare teaching aids and materials.</p> <p>Assist in organizing extra-curricular activities for students.</p>	Whole year	<p>Salary for 2 Assistant Teachers (AT)</p> <p>\$16,000 per month for 1 AT (including 5%MPF) for 12 months, i.e. \$16,800 x 12 = \$201,600</p> <p>\$16,000 per month for 1 AT (including 5%MPF) for 12 months, i.e. \$16,800 x 12 = \$201,600</p>	Teachers feedback and commitment in teaching preparation as a result of the alleviation of teachers' administrative workload.	Administration Team and Subject Panel Heads.
			<b>Total :\$ 403,200</b>		
3. Integrate information technology in teaching	<p>Assist in the maintenance of e-Learning infrastructure</p> <p>Provide students in e-Bag classes with extra support.</p> <p>Assist teachers in developing e-Learning materials.</p>	Whole year	<p>Salary for 1 Information Technology Support Coordinator (ITSC)</p> <p>\$23,600 per month for 1 ITSC (including 5%MPF) for 12 months, i.e. \$24,780 x 12 = \$297,360</p>	<p>The equipment downtime is reduced.</p> <p>Students in all classes can access the computers to search for information and complete tasks or assignments anytime at school.</p>	<p>e-Learning Team Leader</p> <p>IT Panel Head</p>
			<b>Total :\$ 297,360</b>		

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible Party
4. Others: Enhance students' learning experience	Build up learning and teaching resources.  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  \$40,000	Enhancement of students' learning exposure experience.	Curriculum Development Team  Life-Wide Learning Team
			<b>Total :\$ 40,000</b>		

**Proposed budget 2021-2022:**

\$ 30,000

\$ 403,200

\$ 297,360

\$ 40,000

+) \_\_\_\_\_

**Grand Total \$ 770,560**