

The Education University of Hong Kong Jockey Club Primary School
2025-2026
Plan for the Use of Capacity Enhancement Grant

Means by which teachers have been consulted: Staff Meeting

No. of operating classes: 24

Carried Forward: \$229,900

CEG for 2025-2026 : \$744,709

Proposed Budget for 2025-2026 \$875,540

Brought Forward: \$99,069

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible Party
1. Enhance students' language proficiency and motivation for learning	<ul style="list-style-type: none"> Implement the School-based Reading and Writing Programme (KS1 & KS2) to arouse students' interest in reading English books and develop their reading and writing skills. Implement the Home Reading Programme to develop students' reading ability. Implement the classroom reward scheme to motivate students to actively engage in class. The NETs, local English teachers and assistant teachers work collaboratively to support the development of the Reading and Writing Programme and Home Reading Programme. 	Whole year	Purchase of stationery supplies and materials for the School-based Reading and Writing Programme as well as the Home Reading Programme. Total: \$3,500	<ul style="list-style-type: none"> Assessments of students' reading level using the PM Benchmark Reading Assessment Resource and the PM Benchmark Literacy Assessment 2 are carried out every term; students' reading and writing performance in the School-Based Reading and Writing Programme is assessed formatively. Improvements in students' reading and writing skills are observed. Student engagement is observed through teachers' observation and recorded using the reward passport and Class Dojo. 	English Panel Head and the NETs

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible Party
2. Reduce teachers' teaching load and miscellaneous tasks, allowing them to focus on curriculum development	<p>Certified Master Teacher:</p> <ul style="list-style-type: none"> Conduct English lessons for three regular classes. Take on class teacher responsibilities. <p>Assistant Teacher:</p> <ul style="list-style-type: none"> Assist in the implementation of the Home Reading Programme and the School-based Reading and Writing Programme. Assist teachers to prepare teaching aids and materials. Assist teachers to organize extra-curricular activities for students. Assist teachers to monitor students during recess. 	Whole year	<p>Salary for 1 Teacher and 1 Assistant Teacher for 12 months</p> <p>(A) Certified Master Teacher \$31,795 per month for 1 CM (including \$1,500 MPF) for 12 months, i.e. \$33,295 X 12 =\$399,540</p> <p>(B) Assistant Teacher \$20,500 per month for 1 AT (including 5%MPF) for 12 months, i.e. \$21,525 X 12 =\$258,300</p> <p>Total: \$657,840</p>	<ul style="list-style-type: none"> The overall teaching load of teachers is reduced. Teachers can concentrate on effective teaching strategies and lesson preparation due to the reduction in administrative tasks. 	Administration Team and Subject Panel Heads
3. Integrate information technology in teaching	<ul style="list-style-type: none"> Assist in the maintenance of e-Learning infrastructure. Provide students in e-Bag classes with extra technical support. Deliver digital devices to non-e-Bag classes to support students' learning. Assist teachers in developing and managing e-Learning materials. 	Whole year	<p>Salary for 1 Technical Support Staff (TSS)</p> <p>\$17,000 per month for 1 TSS (including 5%MPF) for 12 months, i.e. \$17,850 X 12 =\$214,200</p> <p>Total: \$214,200</p>	<ul style="list-style-type: none"> The equipment downtime is reduced. Students in all classes can access digital devices to search for information and complete tasks or assignments anytime at school. E-Learning materials are developed and managed appropriately. 	e-Learning Team Leader IT Panel Head
Total:			\$875,540		