

Carmel Secondary School
Plan on Use of Capacity Enhancement Grant in 2018/19 School Year

| Task Area | Major Area(s) of Concern | Strategies/ Tasks | Benefits Anticipated | Time Scale | Resources Required | Success Criteria | Method of Evaluation | Person(s) Responsible |
|---|---|---|---|----------------------------|--|---|--|----------------------------------|
| Curriculum Development Catering for diverse learning needs of students | <ol style="list-style-type: none"> 1. To assist teachers with initiatives for curriculum development. 2. To relieve teachers' workload so that they can concentrate on developing effective strategies for better learning and teaching effectiveness. 3. To cope with diverse learning needs of students with varied multiple intelligences and abilities | To employ full-time and part-time teaching assistants, helpers and facilitators | Teaching staff can spend more time on curriculum planning & diverse learning needs of students can be catered for | From Sept 2018 to Aug 2019 | <ol style="list-style-type: none"> 1. Part-time staff/tutors/helpers for academic and student development initiatives: hourly pay for the whole year in total: \$340,000 2. Part-time helpers handling other administrative work: hourly pay for the whole year in total: \$45,000 | <p>More effective flow of administrative work.</p> <p>The time teachers spend on administrative and clerical work is shortened.</p> <p>Participants' learning and holistic development is enhanced.</p> | Evaluation by academic departments and student development teams | Ms Ng Miu Yee Maria |
| Total: | | | | | \$385 000.00 | | | |