

**The Education University of Hong Kong Jockey Club Primary School**  
**2022-2023**  
**Plan on Use of Capacity Enhancement Grant**

Means by which teachers have been consulted: Staff Meeting

No. of operating classes: 26

CEG for 2022-2023 : \$ 800,017

Proposed budget for 2022-2023 : \$ 785,680

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 assistant teacher 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 Programme.</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>\$24,800 per month for 1 ITSC (including 5%MPF) for 12 months, i.e. \$26,040 x 12 =\$312,480</p>	<p>The equipment downtime is reduced.</p> <p>Students in all classes can access the digital devices 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 :\$ 312,480</b>		

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