The Education University of Hong Kong Jockey Club Primary School
2023-2024
Plan on Use of Capacity Enhancement Grant

Means by which teachers have been consulted: Staff Meeting
No. of operating classes: 25

Carried Forward:	$ 349,750.03
CEG for 2023-2024：	$ 815,216.00
Proposed budget for 2023-2024：	$1,161,500.00
Brought Forward:	$ 3,466.03

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

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Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible Party
2. Enrich English learning environment	Enhance students' learning experiences in the English language from Primary 1-6. Bring authentic language proficiency and cultural insights to students. Level each student' reading competency every term as part of the Home Reading Programme.	Whole year	Salary for 1 Native-speaking English Teachers (NET) $35,775 per month for 1 NET (including 5%MPF) for 12 months, i.e. $37,275 x 12 =$447,300	Students actively engage with NETs both during regular class time and on English events such as English Wednesday. On a weekly basis, students will receive leveled readers that precisely match their individual reading levels. At the end of the academic year, parents will receive a report indicating their child's current reading level.	English Panel Chairperson and the NETs
3. Relieve teachers' workload so that teachers can concentrate on curriculum development	Assist teachers to monitor students during recess. Assist in the School-based Reading and Writing lessons. Assist teachers to prepare teaching aids and materials. Assist in organizing extra-curricular activities for students.	Whole year	Salary for 2 Assistant Teachers (AT) $17,000 per month for 1 AT (including 5%MPF) for 12 months, i.e. $17,850 x 12 =$214,200 $17,000 per month for 1 AT (including 5%MPF) for 12 months, i.e. $17,850 x 12 =$214,200	Teachers feedback and commitment in teaching preparation as a result of the alleviation of teachers' administrative workload.	Administration Team and Subject Panel Heads
			Total :$ 875,700		

4. Integrate information technology in teaching	Assist in the maintenance of e-Learning infrastructure. Provide students in e-Bag classes with extra support. Assist teachers in developing e-Learning materials.	Whole year	Salary for 1 Assistant Techer (AT) $18,000 per month for 1 AT (including 5%MPF) for 12 months, i.e. $18,900 x 12 =$226,800	The equipment downtime is reduced. Students in all classes can access the digital devices to search for information and complete tasks or assignments anytime at school.	Innovation and Technology Team Leader IT Panel Head
5. 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 (e-Learning platform) and cost of arranging learning activities. $29,000	Enhancement of students' learning exposure and experience.	Curriculum Development Team Life-Wide Learning Team
			Total :$ 255,800		