

True Light Girls' College
Plan on Use of Capacity Enhancement Grant for the 2023/2024 School Year (REVISED)

Means by which teachers have been consulted: Opinion survey followed by staff meeting

No. of operating classes: 24

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Success Criteria	Method(s) of Evaluation	Person-in-charge
Curriculum Development	To help relieve teachers' heavy workload and to help enhance school and students' development by taking up certain teaching, non-teaching and administrative duties	To employ 3 associate teachers / teaching assistants to 1. perform some teaching duties 2. share some administrative workload 3. assist teachers in their non-teaching workload, like preparing some teaching materials and test invigilation 4. help conduct students' activities	1. The teaching workload of the school will be better shared out 2. Teachers' non-teaching workload, like in preparing teaching materials and typing test and exam papers, will be relieved. 3. Teachers' workload in administrative work and conducting students' activities will be lightened.	From September 2023 onward for one year.	Salary of the associate teachers / teaching assistants for the year	Over 75% of teachers feel satisfied with the work of the associate teachers / teaching assistants.	1. Performance assessment of the associate teachers / teaching assistants 2. Questionnaire on the CEG Associate Teachers / Teaching Assistants Scheme	Cheng MS

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Success Criteria	Method(s) of Evaluation	Person-in-charge
中二及中三文演辯能力訓練課程	學生能學習有關辯論的基本演辯技巧、姿態和審題能力，並能學以致用，實踐所學知識。	學生於課程中學習 ①辯論的意義； ②辯論的賽制；及 ③基本演辯技巧、姿態和審題能力等。	教師無須自行編寫辯論訓練教材、教授辯論及提供訓練等工作，能有效減輕教師工作量。	預計由 2023 年 10 月至 2024 年 5 月期間，逢星期六上午 10 至 12 時進行，每節 2 小時，共 16 節。	(1) 課程費用全數由校方支付。 (2) 逢星期六需借用教室，校方亦需提供人力資源支援等協助。	學生須於課程期間或完結後參加至少一次校內(如學期終社際或級際辯論比賽)/；或於高中參與校外辯論比賽至少一次。	學生須於課程期間進行至少一次分組辯論比賽。	科主任 及中四級聯絡老師 (2023-2024)

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Success Criteria	Method(s) of Evaluation	Person-in-charge
English learning through other learning experiences	<p>To facilitate students' learning of English through their enhanced ability in the appreciation of drama skills and techniques and the production of dramas</p> <p>To prepare students for their performance in the EMI Drama Fest</p>	<p><u>A Learning English through Drama Course for S2 – S4</u></p> <p>From early November to February, an educational service provider will be responsible for running the drama courses – a total of ten lessons of 2 hours each</p>	<p>1. Participants have improved their English learning with greater enthusiasm for Drama</p> <p>2. Participating students have acquired necessary language and skills as well as performing techniques</p>	<p>Phase I (Late Aug): Finding suitable course provider</p> <p>Phase II (Sep): Designing the course with the course provider according to students' needs</p> <p>Phase III (Nov-Mar): Running and supervising the course</p> <p>Phase IV (Late Mar): Evaluation</p>	Cost of service (including salary of instructor and cost for administration and teaching materials)	<p>Students' confidence level in English learning and in dramatic skills</p> <p>Questionnaire for participating students</p>	Evaluative questionnaires by students at the end of the programme	Drama Teacher and Chi KM

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Success Criteria	Method(s) of Evaluation	Person-in-charge
Catering for gifted students	<p>To enhance even better learning outcomes of gifted students in Mathematics by further exploring and developing their talents to reach new knowledge horizons</p> <p>To arouse students' interest in mathematics beyond the syllabus.</p>	To provide enrichment course to able students of S1 – S3 through the service provided by educational institutes.	Teachers' workload in coping with the special learning needs of students will be relieved.	From Sep 2023 to Apr 2024	Cost of the service (including salaries of tutors and administration costs)	1. Over 60% of students satisfied with the course 2. Attendance of the students over 80% 3. More than 5 Mathematics contests were participated.	1. Course evaluation questionnaire for both tutors & students. 2. Checking Attendance list. 3. Results of mathematics contest.	Chong CM

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Success Criteria	Method(s) of Evaluation	Person-in-charge
Catering for the S.1 -3 repeaters	<p>To consolidate the students' foundation</p> <p>To prepare the students better to adapt to the new school year</p> <p>To provide support and guidance to the students in building their confidence in studies and improving their academic performance.</p>	To provide summer course for repeaters in S.1 – 3 through tutorial classes	The students will be more prepared for the new school year, thus relief the workload of the teachers to follow up the attitude and learning of the students	A 7-day summer course in August (one week before the new school year begins)	Tuition fees (including salaries of tutors and administration costs)	<p>Over 80% of students satisfied with the course</p> <p>2. Attendance of the students over 80%</p> <p>3. Students accomplished all the supplementary assignments in the classes.</p>	<p>1. Course evaluation questionnaire for both tutors & students.</p> <p>2. Checking Attendance list.</p>	Ng WT