Queen's College
Plan on the Use of Capacity Enhancement Grant 2023-2024

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Assessment Mechanism	Persons in charge
Enhancing Language Proficiency and Curriculum Development	- To assist in implementing enrichment programmes on extensive reading/ oral practices and to assist in language proficiency promotion activities	(1) To employ a teaching assistant (English) (2) To employ a teaching assistant (Chinese)	• To assist teachers in implementing the planned language programmes • To assist teachers to enhance language proficiency of students • To give support to teachers in handling work in implementation of SS curriculum and School-based Assessment • To share workload of teachers	From September 2023 to August 2024	(1) Salary of the teaching assistant (English) *$19,143 per month* × 12 months = $229,716 (2) Salary of the teaching assistant (Chinese) *$19,143 per month* × 10 months = $191,430	• 80% of attendance in after-school enrichment sessions • Students show improvement in reading, writing, listening and speaking abilities • 80% of teachers agree that the TAs can provide support for preparing learning & teaching materials	• Feedback from teachers • Assessment of students' performance in oral presentation and writing skills and development of reading habits • Attendance in after-school enrichment sessions	Mr. WONG Kwok-keung (AP) (1) Ms. LEE Wing-chi (HOD – English) (2) Ms. Yuen Ling-Chun (HOD – Chinese)

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Assessment Mechanism	Persons in charge
To cope with students' diverse learning needs in Mathematics and IT-related tasks	To conduct enrichment lessons for less able students in Mathematics and to support teachers in miscellaneous IT duties	(3) To employ a teaching assistant with good knowledge in Mathematics and IT	• To assist teachers to cater for students' individual needs • To give more assistance to teachers to carry out IT plans for teaching and learning	From September 2023 to August 2024	(3) Salary of the teaching assistant *$19,143 per month* × 12 months = $229,716	• 70% of the participants show improvement in examinations and test results • IT plans for teaching and learning are implemented smoothly • More teachers are willing to integrate IT in learning and teaching	• Feedback from teachers • Surveys on the academic performance of weaker students in examinations • Lesson observation	Mr. WONG Kwok-keung (AP) (3) Ms. CHIU Ming-sze (HOD – Math) and Mr. YIP Hon-kei (IT – i/c)

(A) Capacity Enhancement Grant allocated for 2023/2024 (Estimated)   : $654,502.00
(B) Balance brought forward from CEG 2022/2023 as at 31.8.2023   : $ 0
(C) Total Expenditure in 2023/2024 (Estimated)   : $650,862.00

Name of Teacher-in-charge of Capacity Enhancement Grant: Mr. WONG Kwok-keung   Signature: _____   Date: 7.6.2023