ST. JOSEPH'S COLLEGE
Plan on the Use of the Capacity Enhancement Grant
2022/2023 School Year

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People
BAFS	**1. Assessment Literacy** To promote the learning and teaching of the subject by creating and managing a well-organized question bank and business magazine for teachers and students.	To hire a helper to assist teachers in typing and sorting the past papers and business magazine.	Teachers' workload will be relieved and the effectiveness of learning and teaching can be improved.	Oct 2022 - Aug 2023	$120*33 hours = $3960 **Total = $3,960**	A well-organized question bank of past paper questions for teaching and learning is provided.	Teachers and students utilise the question bank to prepare for the DSE.	Ms. Chu ML
Chinese Department	**1. Human Resources Deployment** To provide extra manpower to assist teachers with administrative work.	To employ a full-time Chinese Assistant Teacher.	Teachers' workload in administrative work will be relieved.	Sep 2022 - Aug 2023	Salary $27145 x 105% x 12 months **Total = $342,027**	1. Teachers can spend more time on teaching. 2. The Chinese Assistant Teacher helps teachers a lot with administrative work and takes up some teaching load of Chinese Language in junior level.	Feedback from Panel Head and/or teachers.	Mr. Hung WW
Chinese History Department	**1. Remedial Class for S6 students** **2. Hiring student to build up a school-based question bank**	1. To employ an experienced tutor to teach weaker students after school. 2. To create a school based question bank catered for the new DSE questioning trend.	1. Weaker students will receive extra help from school. 2. Teachers' workload in administrative work will be relieved.	Sep 2022 - Aug 2023	1. Salary $5000 2. Salary $5000 **Total = $10,000**	1. Students can get better results in DSE examinations. 2. A well-organized question bank of past paper questions for teaching and learning is provided.	Feedback from Panel Head and/or teachers.	Mr. Hung WW
English Department	**1. S1-3 Online Remedial Class**	1. To employ a tutor to teach the remedial class. 2. Target students will be the students in the small 3. Tutor will deliver a short lesson in the form a video posted on Googleclassroom and assign tasks to students as revision of what is taught in that lesson. This will be done on a weekly basis starting from January to May. 4. Students are requested to complete assigned	1. Learning progress of the weaker students will be enhanced by recieving extra help. 2. Teachers' workload will also be relieved.	Jan 2023 - May 2023	$300 per lesson Total: $8100	1. Students feel more confident in using the language and attempting the examination. 2. Students get better results in the	1. Feedback from students and teacher. 2. Exam result.	Mr. Wong Marc
	2. S6 Remedial Class	1. To employ an experienced DSE tutor to teach the weaker students in S6. 2. Target students will be less motivated and less 3. Tutor focuses on exam skills and highlights common errors.	1. Learning progress of the students will be enhanced. 2. Students will get better results in DSE. 3. Teacher's workload will be relieved.	Nov 2022 - April 2023	$800 per lesson (15 lessons) Total: $12000 **Total = $20,100**	1. Students feel confident in attempting the exam. 2. Students get better results in DSE.	1. DSE result. 2. Feedback from students and teacher.	Ms. Yam Christine
Geography Department	**1. Remedial classes for senior form students**	1. To employ experienced DSE tutors to teach the remedial classes for senior form students (S.6 students have the priority). 2. Tutor focuses on exam skills sharing and highlights common errors.	1. Providing assistance to low-achievers and enchancing the learning of high-achievers. 2. Improving DSE result.	Nov 2022 - Aug 2023	$250*40=$10000 **Total = $10,000**	1. Students are more motivated to learn and develop confidence to attempt to answer the questions. 2. Students get better result in DSE.	1. Feedback from students and teacher. 2. DSE result.	Ms. Chung Florence
Library Assistant	**1. Human Resources Deployment** To provide manpower to assist the teacher librarian in the daily operation of the school library.	To hire a library assistant to assist the teacher librarian in the daily operation of the school library.	Teacher librarian's workload in the library will be relieved.	Sep 2022 - Aug 2023	**Total = $268,884**	Teacher librarian can spend more time on teaching.	Teacher librarian's comment on the performance of the library assistant.	Ms. Fok Annabelle
					Total Expenditure: $654,971.00			