

Plan on Use of Capacity Enhancement Grant in 2019/20 School Year

Name of School: St. Paul's College Primary School

Means by which teachers have been consulted: at a staff meeting and by electronic staff notice

No. of operating classes (Excluding IRTPs, if any) : 22

Task Area	Major Area(s) of Concern	Strategies / Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Co-curricular Activities	Develop students' multiple intelligences	Service providers will be appointed to organise co-curricular activities for the whole school during the CCA periods on Fridays.	<ul style="list-style-type: none"> The CCA periods provide various activities for students to develop their multiple intelligences. Common free periods to be created for co-planning sessions among teaching partners 	From September 2019 onwards for 1 year	(for 19 events) HK\$550,000.00	<ul style="list-style-type: none"> The students actively participate in the activities in the CCA periods Students agree that the activities in the CCA periods will develop their multiple intelligences Improved collaboration among teaching partners to improve learning and teaching quality 	<ul style="list-style-type: none"> Feedback from teachers and students Student and teacher survey 	Assistant Deputy Head (Activities)

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School Management	To relieve teachers' workload in non-teaching area.	To employ a teaching assistant <ul style="list-style-type: none"> • to prepare teaching materials • to handle records and documents of student learning • to assist teachers during student visits and outings 	<ul style="list-style-type: none"> • Teacher to be relieved of some non-teaching workload • More systematic records and documentation of student learning 	From September 2019 onwards for 1 year	Salary and MPF HK\$210, 000	<ul style="list-style-type: none"> • Teachers agree that some of teachers' workload is reduced • More room can be created for teachers to work on improvement works on quality learning and teaching 	<ul style="list-style-type: none"> • Feedback from teachers 	Assistant Deputy Head (Activities)

Redeployment of resources:

Total estimated expenses: HK\$760,000.00

Grant received: HK\$707,840.00

Deficit HK\$ 52,160.00 to be absorbed by school funds

endorsed by SPC Council on 4 Oct 2019