

Leung Shek Chee College
Capacity Enhancement Grant, 2013-2014

Item	Objectives	Implementation Plan	Implementation Period	Evaluation Tool	Success Criteria	Resources Required	Responsible Teacher
Chinese Teaching Assistant	To offer administrative support to Chinese Language & Chinese Literature teachers	Oral practice for S3 & S6 students	Sept., 2013 – July, 2014	Oral practices have been conducted with tailor-made materials	Oral Practices have been successfully conducted. Students are equipped with required skills	Public exam papers	H. Chung
		Conduct enhancement class		Enhancement learning materials have been prepared for S3 Chinese Language, S6 Chinese Language and Chinese Literature remedial classes.	Students' exam skills are enhanced after taking extra classes.	Supplementary exercises	H. Chung
		Assist panel work		Notes, exam papers and documents concerned have been compiled.	Documents have been compiled successfully.	Computer, reference materials	H. Chung

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English Enhancement	a. To provide speaking practice for students & clerical support to English teachers	Employment of a teaching assistant	September 2013 – August 2014	Teachers' observation and evaluation	<ul style="list-style-type: none"> - 70% of students find the oral sessions satisfactory. - Documents have been compiled neatly. 	salary	A. Au
	b. <i>To help brighter/weaker students of S1-5 to improve English</i>	Provide extra classes to 30-60 brighter/weaker students in S1-5	October 2013- May 2014	Attendance & Student questionnaires	70% attendance	\$15,000 (\$5,000 per class)	A. Au, D. So
	c. <i>To help average students of S4-5 to improve English</i>	Provide extra classes to 20 - 28 students in S4-5	March – May 2014	Attendance & Student questionnaires	70% attendance	\$35,000 (\$8,750 per class)	A. Au

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Liberal Studies Teaching Assistant	To help teachers prepare teaching materials in NSS Liberal Studies curriculum to enhance effectiveness of learning and teaching.	<ul style="list-style-type: none"> - To prepare a series of activities and worksheets aiming at enhancing students' interest in studying Liberal Studies. - To categorize different reference materials and resources and build up a resource bank for Liberal Studies. 	1 st Sept., 2013 – 30 th Jun., 2014	Appraisal through inspection of activities, worksheets, content of resources bank and IES assessment table.	A series of activities and worksheets which heighten student motivation can be prepared.	salary	M. Au Yeung
<i>S5 Liberal Studies Student Enhancement Course</i>	<i>To enhance writing skills and enrich logical thinking skills of students</i>	<ul style="list-style-type: none"> - To arouse students' interest in studying Liberal Studies through activities and worksheets - To improve students' writing skills by assessment and providing feedback on a weekly basis. 	2 nd May, 2014 – 30 th June, 2014	Appraisal through inspection of activities, worksheets and student questionnaires.	A series of activities and worksheets which enhance students' logical thinking and writing skills can be prepared.	\$49,500	M. Au Yeung
Part-time History Assistants (1-4 past students)	To prepare History teaching materials	The teaching assistants are expected to prepare History teaching materials for S1-S6.	Sept., 2013 - Aug., 2014	A survey will be conducted to collect opinions from the History panel members.	A History data-bank and sets of worksheets will be made.	\$32,500	J. Lam

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Part-time Chinese History Assistants	To prepare Chinese History learning and teaching materials	<ol style="list-style-type: none"> 1. To prepare multi-media learning materials with eClass. 2. To design school-based learning materials for junior form students, e.g. notes, worksheets and multi-media learning materials, etc. 3. To compile and enrich learning materials for senior form students according to the EDB 2016 curriculum. 	Sept., 2013 – Aug., 2014	Questionnaires and opinion from teachers	<ol style="list-style-type: none"> 1. Teachers can use the multi-media learning materials during lessons. 2. Students' exam skills have been improved through studying notes and doing worksheets. 3. Teachers have been facilitated to develop a curriculum responding EDB resources. 	\$30,000	C. Pow, S. Leung

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Part-time Maths Teaching Assistant	To provide support to the S1 EDB School-based Support Programme	To prepare teaching aids, worksheets and other teaching materials	Oct., 2013 – Jun., 2014	Teachers' observation and evaluation	Teaching materials are prepared.	\$14,000	M. Poon
	<i>To provide tuition to low achievers for a better foundation</i>	Tuition will be conducted on Saturday mornings	16 th Nov., 2013 – 31 st May, 2014	Test & exams	Improvement in tests and exams		
Self-Enhancement Programme for High Achievers	<ol style="list-style-type: none"> 1. To promote effective learning skills 2. To strengthen students' self-confidence 3. To develop students' potentials 4. To facilitate students in setting clear goals 	<ol style="list-style-type: none"> a. Leadership Training for S2 to S3 students b. Assertiveness training for S2 to S3 students 	Whole year	Questionnaires and observation	<ol style="list-style-type: none"> 1. Develop students' potentials in different aspects 2. More than 50% participants become more competent with clear life goals 	\$20,000	C. Cheng (School Social Worker) and C. Pow (Guidance Mistress)

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Big Sister Programme	<ol style="list-style-type: none"> 1. To foster better adjustment among S1 students 2. To foster mutual support among students 3. To strengthen students' self-confidence, communication skills and problem solving skills 	<ol style="list-style-type: none"> a. Leadership training for Big Sisters b. Team building programmes for S1 students c. Resilience enhancement programme for S1 students 	Whole year	Questionnaires and observation	<ol style="list-style-type: none"> 1. More than 50% of big Sisters perceive that their confidence, communication and problem solving skills could be enhanced 2. Big Sisters could develop friendship with S1 students. 	\$45,000	C. Cheng (School Social Worker) and C. Pow (Guidance Mistress)

Item	Objectives	Implementation Plan	Implementation Period	Evaluation Tool	Success Criteria	Resources Required	Responsible Teacher
Teaching Assistant (guidance & discipline)	To support core and non-core services and programmes organized by Guidance Committee, the school social worker and Discipline Committee.	<ol style="list-style-type: none"> 1. To support school social worker and Guidance Committee on case management 2. To provide logistic support to programmes/ groups organized by school social worker and Guidance Committee 3. To promote a positive image of Guidance Committee/ school social work service 4. To provide clerical support to teachers 	Whole year	Teachers' observation, evaluation from our School Social Worker & surveys from students	The teaching assistant could provide clerical support to teachers and School Social Worker in terms of programme management and offer tutorial service to students	salary	C. Cheng (School Social Worker), C. Pow (Guidance Mistress) and J. Leung (Discipline Mistress)
Leadership Training	To develop students' leadership skills and stretch their potentials	<p>Activity: Peers Mediation Workshop</p> <p>Target audience: S4-S5 students</p> <p>No. of participants: 72 (Big Sisters and Prefects)</p> <p>Aim: To enhance students' skills on peer support and mediation</p>	October, 2013	Questionnaires and observation	More than 50% participants could enhance their inter-personal skills and conflict management techniques	\$25,000	J. Leung (Discipline Mistress)

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City Orienteering Activity by Discipline Committee 「新人類計劃」	To help students with behavioural problems, poor academic performance and low self-esteem to set life goals and develop their potential.	<ul style="list-style-type: none"> - Aims: <ol style="list-style-type: none"> 1. Enhance communication among Prefects and junior form students and cultivate team work 2. Boost students' sense of responsibility 3. Boost students' self-esteem and problem solving skills 4. Activities: assemblies and adventure-based training - Participants: 20 selected S1 students and S5 Prefects 	Feb., 2014	Questionnaires and observation by teachers or instructors	More than 60% of students agree that the activities can help them improve their communication skills and self-esteem	\$9,000	J. Leung (Discipline Mistress)
Chinese Instrumental Class	To enrich students' understanding on Chinese culture and music	To learn Chinese music	Oct., 2013 – May, 2014	Observation	Performance	School subsidies: \$37,500 (\$1,500 X 25 lessons) Replacement of Chinese musical instruments \$50,000	W. Chiu

Estimated: **\$983,340**