

### Plan on use of Capacity Enhancement Grant (CEG) (2016-2017)

**Name of School: Tsung Tsin Christian Academy**

**No. of operating classes: 29**

Task Area	Implementation Plan	Benefits Anticipated	Resources Required	Time Scale	Method of Evaluation	Person in charge
<ul style="list-style-type: none"> <li>● Enhancing the learning effectiveness of students</li> <li>● Supporting English subject development</li> </ul>	To employ 1 English TA	<ul style="list-style-type: none"> <li>● To assist the carry out of the English curriculum</li> <li>● To help prepare teaching materials</li> <li>● To help substitute classes</li> <li>● To help invigilation work</li> <li>● To help data entry and filing of records</li> </ul>	\$187,000.00	1 year	<ul style="list-style-type: none"> <li>● A review of measures taken to relieve teachers' non-teaching workload</li> <li>● The quality of the teaching materials will be assessed</li> </ul>	Miss Chung Ka Yan
<ul style="list-style-type: none"> <li>● Enhancing the learning effectiveness of students</li> <li>● Supporting Mathematics subject development</li> </ul>	To employ 1 Mathematics TA	<ul style="list-style-type: none"> <li>● To teach Mathematics remedial classes</li> <li>● To assist the carry out of the Mathematics curriculum</li> <li>● To help substitute classes</li> <li>● To help invigilation work</li> <li>● To help data entry and filing of records</li> </ul>	\$239,000.00	1 year	<ul style="list-style-type: none"> <li>● Lesson observation will be conducted to evaluate the effectiveness of the remedial class teaching</li> <li>● A review of measures taken to relieve teachers' non-teaching workload</li> </ul>	Miss Cheung Wing Man
IT in learning and teaching	To employ 1 IT assistant	<ul style="list-style-type: none"> <li>● To help with the day-to-day administration, operation and management of the IT &amp; AV Equipment.</li> </ul>	\$237,800.00	1 year	<ul style="list-style-type: none"> <li>● Maintain the smoothness usage of IT &amp; AV in running school activities(Both inside &amp; outside classroom)</li> </ul>	Mr. Kwan Wai Kin

Total: \$ 663,800.00