

**Law Ting Pong Secondary School – Evaluation Report on Use of Capacity Enhancement Grant in 2022/23 School Year**

Means by which teachers have been consulted: Annual plan proposed by subject departments and discussion with Heads of Departments

No. of operating classes: 27

Task Area	Area of Concern	Strategies / Tasks	Benefits Achieved	Budget used
<p>1. Teachers' capacity to carry out their professional duties, in and outside the school, so they can concentrate on developing their school-based curriculum and assessment; and provide intervention to better address learning needs of their students.</p>	<p>Maximizing students' potential – cater for diversity</p>	<p>To employ three TA's to</p> <ol style="list-style-type: none"> <li>1) provide teachers with administration support in competitions and big school events and keeping necessary records;</li> <li>2) process and prepare academic and pastoral data and student portfolios for all facets;</li> <li>3) assist in the administration of internal exams and preparing report cards;</li> <li>4) assist in the supervision of students in the school when extended learning programmes are</li> </ol>	<p>Throughout the year, the three Teaching Assistants:</p> <ul style="list-style-type: none"> <li>• provided support to subject leaders in administration, pastoral data, academic matters, SEN academic arrangements and case referrals</li> <li>• helped with the classroom preparation, displays, and purchase of teaching resources</li> <li>• supported teachers in managing report cards and academic publications</li> <li>• assisted in the supervision of S.6 students taking practice tests on Saturdays</li> <li>• provided personalized academic intervention to small groups of students lagging behind on an ongoing basis.</li> <li>• supported teachers in supervising SEN students during various subject field trips</li> <li>• assisted teachers in liaising with parents to organize PTA activities</li> <li>• assisted various departments in entering students for various competitions</li> <li>• assisted the Sports team on organizing major sports events.</li> </ul>	<p>Remuneration of three TAs for 12 months \$552,618.6</p> <p>MPF for TAs \$27,630.93</p> <p><b>TOTAL: \$580,249.53</b></p>

		being conducted; and on school trips; 5) assist teachers in the supervision of events taking place on Saturdays. 6) Support teachers in preparing for PTA activities		
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**Financial Summary**

CEG received on 2022.9.1	\$524,256
Actual Expenditure	<u>\$580,249.5</u>
Deficit for the year	(\$ 55,993.5)
Surplus brought forward from previous year	\$37,325.73
Prior Year(s) Adjustment	\$0
(Deficit) to be transferred to Income and Expenditure Account	(\$18,667.8)
Surplus retained to be carried forward to next year	\$0