

Annual Plan and Report for the use of the Capacity Enhancement Grant 2016-2017

Programme	Aims / Intended Purpose	Details	TIC	Evaluation	Budget
Providing 4 Teaching Assistants to help staff	1 To assist teachers with clerical work associated with their teaching duties 2 To help teachers in maintaining after school classes / sessions	1 To employ Teaching Assistants to help teachers with clerical work and resource preparation 2 To employ Teaching Assistants to help Panel Heads and Functional Heads with clerical work and resource preparation 3 To employ Teaching Assistants to help teachers with after school classes / sessions of various departments/ teams.	Miss Cecilia Tang (Vice Prinicipal)	1 TAs helped a lot in relieving teachers duties in after school supplementary classes, detention classes etc 2 TAs helped in various school functions that relieved the workload of teachers 3 TAs provided support in various school administrative matters as well as helping teachers in preparing for lesson materials.	\$600,000