

Report on the utilization of Capacity Enhancement Grant (2020-21)

CEG in general provides the necessary funds to schools to relieve teachers' workload so that teachers will have enhanced capacity to concentrate on the follow three critical tasks :

- (i) Curriculum development, including the integration of information technology in teaching;
- (ii) Enhancing students' language proficiency; and
- (iii) Coping with the learning needs of students with varied abilities, ranging from the gifted ones to those with learning difficulties.

In St. Francis Xavier's School, Tsuen Wan, our approach of utilizing CEG is to hire extra manpower to release the burden of teachers so that they may focus more on the above three critical tasks. In practice, three teaching assistants were employed in 2020-21 to relieve teachers' workload on clerical works as well as allowing more time for teachers to prepare for the diversified learning needs of students. Teachers agreed that this approach was appropriate and effective in raising their capacity and facilitating better arrangement in the organization of learning activities.

A financial summary of the use of the grant is as follows:-

Income

Grant Income – Capacity Enhancement Grant	<u>646,466.70</u>
Total Income	646,466.70

Expenditure

Salary of 3 T.A. (Incl. EE MPF)	601,872.00
ER MPF of 3 T.A.	<u>28,045.80</u>
Total expenditure	629,917.80

Surplus from 19/20	236,858.50
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