

DELIA (MAN KIU) ENGLISH PRIMARY SCHOOL

Capacity Enhancement Grant (CEG) Report

2019 – 2020

1. Objectives:

In order to relieve teachers' workload, it is planned to recruit additional staff in order to enhance the capacity in the following three critical tasks in learning and teaching: curriculum development, enhancing students' language proficiency and coping with the diverse and special learning needs of students.

2. Contents:

Strategies	Benefits Anticipated	Actual Expenses (Salary + MPF)
(1) Employed one full-time supply teacher	- Relieved the teaching load of the teachers with the leading roles in curriculum development	HK\$399,924.00
(2) Employed one full-time teaching assistant		HK\$234,812.00
(3) Employed one full-time clerical staff	- Relieved the non-teaching load of teachers due to alternative teaching load under the pandemic situation	HK\$58,434.00
Total:		HK\$693,170.00

*Remarks: Adjustment on the plan was made due to the pandemic situation in 2020. One more non-teaching staff was recruited to relieve the non-teaching workload of teaching staff.