

**Hong Kong Baptist University Affiliated School  
Wong Kam Fai Secondary and Primary School**

**Plan on the Use of Capacity Enhancement Grant (2015/16)**

	<b>Task Area</b>	<b>Major Area(s) of Concern</b>	<b>Implementation Plan</b>	<b>Benefits Anticipated (e.g. in what way teachers' workload is alleviated)</b>	<b>Implementation Schedule</b>	<b>Resources Required</b>	<b>Performance Indicators</b>	<b>Assessment Mechanism</b>	<b>Person-in-charge</b>
1	Widen opportunities for students' OLE experience (in Secondary School)	Foster students' personal growth with a view to encouraging their individuality, initiative and creativity	Recruit an OLE Assistant (OLEA) to organize and implement extra-curricular activities such as sports, local excursions, visits, students' performances, etc.	Minimize workload of some teachers in organizing such activities	From September 2015 to August 2016	Salary of OLEA: \$126,000 plus \$6,300 (5%MPF) = \$132,300	<ul style="list-style-type: none"> <li>Number of students joining the activities; and</li> <li>70% of the participants show a positive attitude towards the activities</li> </ul>	<ul style="list-style-type: none"> <li>Implementation record; and</li> <li>quantitative evaluation from students</li> </ul>	Ms. Stephanie Ng (Head of Student Development (Acting) & OLE Mistress)
2	Develop students' reading habit and assist the Librarian in looking after the Reading Center (in Secondary School)	Develop students' reading habit and to further promote reading and writing among students	Recruit an Librarian Assistant (LA) to organize and implement the programmes	Minimize workload of the librarian in organizing such programmes	From September 2015 to August 2016	Salary of LA \$138,000 plus \$6,900 (5%MPF) = \$144,900	<ul style="list-style-type: none"> <li>Number of students joining the reading programmes; and</li> <li>75% of the participants show a positive attitude towards the programmes</li> </ul>	<ul style="list-style-type: none"> <li>Implementation record; and</li> <li>quantitative evaluation from students</li> </ul>	Mr. Eric Lo Chi Chung (Vice Principal-Academic)
3	Develop students' reading habit and through drama education to boost up students' interest in Cultural Arts (in Secondary School)	Develop students' multi-talent and to nurture a rich language environment	Recruit an Aesthetic Education Co-ordinator (AEC) to organize and implement the programmes	Minimize workload of some teachers in organizing such programmes	From September 2015 to August 2016	Salary of AEC: \$258,600 plus \$12,930 (5%MPF) = \$271,530	<ul style="list-style-type: none"> <li>Number of students joining the programmes; and</li> <li>75% of the participants show a positive attitude towards the programmes</li> </ul>	<ul style="list-style-type: none"> <li>Implementation record; and</li> <li>quantitative evaluation from students</li> </ul>	Ms. Stephanie Ng (Head of Student Development (Acting) & OLE Mistress)

	<b>Income</b>	<b>Expenditure</b>
<b>Capacity Enhancement Grant Available for the Year 2015/16</b>	<b>851 x \$614 = \$522,514</b>	<b>\$132,300 + \$144,900 + \$271,530 = \$548,730</b>
<b>Total Budget for Capacity Enhancement Grant in 2015/16</b>		
<b>Deficit to be covered by the School</b>		<b>(\$26,216)</b>