

Plan on Use of Capacity Enhancement Grant 2019/2020

1.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Enhancing students' English Language proficiency	To cope with diversities of junior secondary students (S1) in learning English	To employ tutors and qualified teachers to help English teachers conduct after-school /Saturday tutorial classes	Reduction of teaching workload of English teachers in terms of extra English lessons so that they can pay more attention on individual needs	The tutors and qualified teachers assist English teachers to conduct English tutorial classes after school from September 2019 to May 2020	Salary of tutors for the year: \$33,264 \$440 per hour, 5% MPF included, for qualified teachers; \$330 per hour, 5% MPF included, for graduates; \$220 per hour, 5% MPF included, for non-graduates; 1.5 hours per meeting; 8 meetings from September to May; 6 tutorial groups in total.	Students are generally able to cope with the difficulties in using English as the medium of instruction and learning and to cope with the average class progress.	1. Assessments of students' performance in lessons and homework 2. Students' participation in and feedback on the English tutorial classes 3. Progress tests results 4. Subject teacher evaluation 5. Tutor evaluation	1. Team leaders: Vice-principal Leong and Mr Lui Fu On 2. Focus group leaders: Ms Mak Fung Lan and Ms Lai Suk Fong

2.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Enhancing students' English Language proficiency	To foster junior/senior secondary students' interest in learning English; possible programmes are English through: film script-writing; rap singing, radio programme; thinking skills; poetry; on-line learning, drama, debate etc	1. To employ part-time native speakers or native-like speakers as tutors to help English teachers conduct after-school /Saturday programmes 2. To hire services from outside agencies	Reduction of teaching workload of English teachers; opportunities for students to engage in communicative activities with native speakers; opportunities to shift the focus of language study to language use	The tutors assist English teachers to conduct English classes after school from September 2019 to July 2020	Salary of tutors for the year: \$50,000 \$600 per hour, 5% MPF included, for native speakers/ native-like speakers with expertise in a special field; \$400 per hour, 5% MPF included, for native speakers without expertise; \$300 per hour for graduates and \$200 per hour for non-graduates, 5%MPF included; 1.5hrs/session; 3hrs/ week or 15hrs/month (actual number of sessions may vary).	1. Students are generally able to cope with the task in using English 2. Quality of products	1. Assessments of students' performance by tutors 2. Students' participation in and feedback on the English programmes 3. Progress reports from teacher-in-charge	Team leaders: Vice-principal Leong and Mr Lui Fu On

3.

Task Area	Major Area of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Enhancing students' interest in learning Chinese Culture	To cope with diversities of junior secondary students (S1 and S2) in learning Chinese culture.	To employ a part-time tutor to conduct after-school lessons.	<ol style="list-style-type: none"> 1. Reduction of workload of Chinese teachers; 2. Opportunities for students to enhance their interest in learning Chinese Language and Chinese culture; 3. Opportunities for students to improve language proficiency; 4. Opportunities for students to reflect on Chinese culture. 	The tutor assists Chinese teachers to conduct lessons after school from October 2019 to May 2020	Salary of tutors for the year: \$5,500 \$550 per hour for experienced qualified teacher; 1 hr./ lesson; 10 hours in total.	<ol style="list-style-type: none"> 1. A variety of teaching materials about Chinese culture have been developed. 2. Students' sentiment of Chinese culture and language skills has been improved. 3. Students have developed basic foundation for learning in senior form. 	<ol style="list-style-type: none"> 1. Assessments of students' performance in lessons and homework. 2. Students' participation in the lesson and feedback on the programme. 3. Feedback from subject teacher. 4. Tutor evaluation. 	Ms Tsang Choi Ha and Ms Kong Kwok Ling
Enhancing students' Chinese Language proficiency	1. To assist junior secondary students (S1	To employ part-time tutors to help Chinese teachers	Reduction of teaching workload of Chinese	The tutors assist Chinese teachers to conduct three Chinese tutorial	Salary of tutors for the year: \$15,840 \$220 per hour for non-graduates;	Students are generally able to cope with the difficulties in	1. Assessments of students' performance in lessons and	Mr Wong Chi Wing, Mr Yiu To Sang and Mr Ng Ka

	to S3) to cope with the difficulties in learning Chinese	conduct the after-school tutorial classes.	teachers in terms of extra Chinese lessons so that they can pay more attention on individual needs.	classes after school from October 2019 to May 2020	1.5 hrs / lesson; 8 lessons/term; 72 hours in total (Actual number of lessons may vary).	learning Chinese and cope with the average class progress.	homework. 2. Students' participation in and feedback on the Chinese tutorial classes. 3. Feedback from Subject teacher. 4. Tutor evaluation.	Hung
	2. To raise students' interest in Chinese debate	To employ a part-time coach to help Chinese teachers conduct the debate classes for students and the speech and debating team	Reduction of teaching workload of Chinese teachers; opportunities for students to engage in debate; opportunities to shift the focus of language study to language use.	The coach assists Chinese teachers to conduct debating classes after school from October 2019 to May 2020	Salary of tutors for the year: \$18,000 \$440 per hour for graduates with particular expertise; \$400 per hour for non-graduates with particular expertise; 40-45 hours in total (actual number of lessons may vary).	1. Performance of the debating members in the debating competition. 2. Number of students participating in the training and the competition. 3. Members' attendance in each training session.	1. The coach will be evaluated by the teachers - in-charge 2. Students' participation in and feedback 3. Questionnaires completed by students	Ms Lam Wai Kuen and Mr Ng Ka Hung and

4.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Enhancing students' basic competency in Mathematics	To assist junior secondary students (S1 to S3) to cope with the difficulties in learning Mathematics	To employ tutors to help Mathematics teachers conduct after-school tutorial classes	Reduction of teaching workload of Mathematics teachers in terms of extra Mathematics lessons so that they can pay more attention on individual needs	The tutors assist Mathematics teachers to conduct Mathematics tutorial classes after school from October 2019 to May 2020	Salary of tutors for the year: \$23,760 (\$330 per hour for graduates, \$220 per hour for non-graduates; 72 hours in total from Oct. to May; 72 tutorial classes; 1 hr./class)	Students are generally able to cope with the difficulties in learning Mathematics and cope with the average class progress	<ol style="list-style-type: none"> 1. Assessments of students' performance in lessons and homework 2. Students' participation in and feedback on the Mathematics tutorial classes 3. Subject teacher evaluation 4. Tutor evaluation 	Mr. Fong Hing Pan and Mr. Chong Choi

5.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Adopting I.T. in learning and teaching	1. To assist teachers to produce IT-related teaching and learning materials 2. To assist IT-related activities and manage IT facilities	To employ one IT assistant: 1. to assist teachers in using mobile devices in classroom 2. to assist subject teachers in producing IT-related teaching and learning materials (e.g. videos) 3. to assist teachers in video taking and editing of school activities (e.g. SBA)	1. Relieving teachers' workload in doing clerical tasks such as inputting data, generating report and scanning documents 2. Relieving teachers' workload in preparing web-based teaching and learning materials, video taking and editing tasks 3. Relieving teachers' time in handling mobile	From September 2019 to August 2020	Salary for one year: \$163,800 (\$13,000 per month and 5% MPF)	1. The efficiency of producing IT teaching materials has been increased. 2. The quality of the teaching materials and videos produced has been enhanced. 3. Teachers' interest and capacity in using mobile devices in classrooms have been boosted.	1. Performance appraisal of the IT assistant 2. List of IT teaching materials produced	Mr Mak Mang Tao and Mr Chiu Chun Wai

			devices in classrooms					
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6.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Promoting e-learning and offer assistance in developing Campus TV	1. To assist teachers in producing videos in learning 2. To assist, coach and support MMPT in producing videos 3. To assist the development of campus TV.	To employ one part time Campus TV assistant: 1. to assist teachers to produce teaching videos 2. to assist, coach and support MMPT in editing school videos and shooting .	1. Reduction of workload of teachers in producing teaching videos. 2. Promoting extra-curricular activities in school. 3. Help to assist & supervise students to produce more professional videos.	From September 2019 to June 2020	Salary for the year: \$68,796 Hourly salary is HK\$130. Total working hours per month is 48. (\$6,240 per month) Employer's contribution to MPF is HK\$312. The school pays \$6,552 per month or HK\$68,796 in 10.5 months.	1. To produce school videos and teaching videos effectively. 2. To raise students' activity participation rate. 3. To raise students' interest in video production.	1. Performance appraisal of Campus TV assistant. 2. Evaluation of students' participation and their feedback on school activities. 3. Performance in different video competitions	Mr Chiu Chun Wai Mr Mak Mang Tao

7.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Library Assistant	The recent educational reforms and the New Senior Secondary Curriculum require students to do a lot of reading and research. Support for the librarian will create a more dynamic library and heighten its purpose	To employ one highly motivated assistant to help with clerical tasks such as wrapping up books, shelving, organizing rosters of student helpers, training and supervising student helpers, arranging newspaper subscription and distribution, updating display boards, maintaining an attractive and welcoming library environment, and other duties as directed	<ol style="list-style-type: none"> 1. The library opening hours and dates can be extended and the library will be supervised at all times 2. Reduction of the day to day clerical workload of librarian in order to free that person to work closely with panel chairpersons in the selection, purchase and promotion of library materials and services 3. More students will be attracted to visit the library 	From September 2019 to August 2020	Salary for one year: \$111,510 (\$8,850 per month and 5% MPF)	<ol style="list-style-type: none"> 1. Increased number of students using the library 2. Increased number of items being borrowed. 3. More library-related activities are held 4. Regular updating of library noticeboards both within and outside the library 5. Additional services and promotion being offered to the students in the form of extended library hours 	<ol style="list-style-type: none"> 1. Performance appraisal 2. Records of student borrowings 3. Evaluation of students' and staff's participation in, and their feedback on, library activities 	Ms Lee Suk Man and Mrs Hui Leong Yuk Ping

8.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
School Athletics Team (Boys' long-distance running)	<ol style="list-style-type: none"> To enhance the students' knowledge of track-and-field athletics To promote track-and-field sports in this school To enhance the stamina of students 	<ol style="list-style-type: none"> To employ a professional coach in long-distance running for training the elite athletes A 2-hour training, once a week Training venue: at school and the Kowloon Tsai Sports Ground 	<ol style="list-style-type: none"> Students will be better informed of and be coached with the most advanced skills in the event The elite students in return will impart the knowledge they benefit from the training to the other students of this school To broaden the outlook and enhance the sportsmanship of students 	From September 2019 to August 2020	Salary of the coach for the whole year: \$24,500 (\$350 per hour; 2hrs per week x 35 weeks)	<ol style="list-style-type: none"> Performance by the athletes in the Hong Kong Inter-school Athletics Meet and Cross-Country Race The number of students interested in the long-distance run in the forthcoming academic years The number of students participating in the long-distance run and their performance on Sports Day 	Appraisal of the coach by the P.E. teachers on the teaching methodology, skills and the inspirations he/she gives the learners	Mr Ho Man Lok

9.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
School Athletics Team (Boys' Long Jump and Triple Jump)	<ol style="list-style-type: none"> To enhance the students' knowledge of track-and-field athletics To promote track-and-field sports To enhance the stamina of students 	<ol style="list-style-type: none"> To employ a professional coach in athletics, majoring in Long Jump and Triple Jump events for training the elite athletes A 2-hour training session, once a week Training venue: school and the Tseung Kwan O Sports Ground 	<ol style="list-style-type: none"> Students will be better informed of and be coached with the most advanced skills in the events The elite students will impart the knowledge to the junior students To broaden the outlook and enhance the sportsmanship of students 	From September 2019 to August 2020	Salary of the coach for the whole year: \$24,500 (\$350 per hour; 2hrs per week x 35 weeks)	<ol style="list-style-type: none"> Performance by the athletes in the Hong Kong Inter-school Athletics Meet and Open Meets The number of students interested in related events in the forthcoming academic years The number of students participating in related events and their performance on Sports Day 	Questionnaire completed by the learners for appraising the effectiveness of the coach's teaching	Mr Ho Man Lok

10.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
School Athletics Team (Boys' High Jump)	<ol style="list-style-type: none"> To enhance the students' knowledge of track-and-field athletics To promote track-and-field sports To enhance the stamina of students 	<ol style="list-style-type: none"> To employ a professional coach in athletics, majoring in High-jump events for training the elite athletes A 2-hour training session, once a week Training venue: school and the Tseung Kwan O Sports Ground 	<ol style="list-style-type: none"> Students will be better informed of and be coached with the most advanced skills in the events The elite students will impart the knowledge to the junior students To broaden the outlook and enhance the sportsmanship of students 	From September 2019 to August 2020	Salary of the coach for the whole year: \$24,500 (\$350 per hour; 2hrs per week x 35 weeks)	<ol style="list-style-type: none"> Performance by the athletes in the Hong Kong Inter-school Athletics Meet and Open Meets The number of students interested in related events in the forthcoming academic years The number of students participating in related events and their performance on Sports Day 	Questionnaire completed by the learners for appraising the effectiveness of the coach's teaching	Mr Ho Man Lok

11.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
School Athletics Team (Boys' Hurdles)	<ol style="list-style-type: none"> To enhance the students' knowledge of track-and-field athletics To promote track-and-field sports To enhance the stamina of students 	<ol style="list-style-type: none"> To employ a professional coach in athletics, majoring in Hurdling events for training the elite athletes A 2-hour training session, once a week Training venue: school and the Tseung Kwan O Sports Ground 	<ol style="list-style-type: none"> Students will be better informed of and be coached with the most advanced skills in the event. The elite students will impart the knowledge to the junior students To broaden the outlook and enhance the sportsmanship of students 	From September 2019 to August 2020	Salary of the coach for the whole year: \$24,500 (\$350 per hour; 2hrs per week x 35 weeks)	<ol style="list-style-type: none"> Performance by the athletes in the Hong Kong Inter-school Athletics Meet and Open Meets The number of students interested in related events in the forthcoming academic years The number of students participating in related events and their performance on Sports Day 	Questionnaire completed by the learners for appraising the effectiveness of the coach's teaching	Mr Ho Man Lok

12.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
School Athletics Team (Boys' throwing events)	1. To enhance the students' knowledge of track-and-field athletics 2. To promote track-and-field sports 3. To enhance the stamina of students	1. To employ a professional coach in Throwing Event (Discus, Shot Put and Javelin) for training the elite athletes 2. A 1.5 hours training, once a week 3. Training venue: school and the Institute of Sports	1. Students will be better informed of and be coached with the most advanced skills in the event 2. The elite students will impart the knowledge to the junior students 3. To broaden the outlook and enhance the sportsmanship of students	From September 2019 to August 2020	Salary of the coach for the whole year: \$24,500 (\$350 per hour; 2hrs per week x 35 weeks)	1. Performance by the athletes in the Hong Kong Inter-school Athletics Meet and Open Meets 2. The number of students interested in related events in the forthcoming academic years 3. The number of students participating in related events and their performance on Sports Day	Questionnaire completed by the learners for appraising the effectiveness of the coach's teaching	Mr Ho Man Lok

13.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
School Athletics Team (Girls)	1. To prepare for Inter-school athletics competitions 2. To enhance students' knowledge of track-and-field athletics	1. To employ one athletics coach and one assistant athletics coach 2. No. of students: 30 3. Twice a week 4. Venue: School Playground/ Perth Street Sports Ground	1. Students will be better informed of and be coached with the most advanced skills in athletics 2. The elite students in return will impart the knowledge they benefit from the training to the other students 3. To broaden the outlook and enhance the sportsmanship of students	From September 2019 to August 2020	Total budget: \$78,000 Coach 1: No. of lessons: 60 Coach fee: \$325/hr. Budget: 2 x 60 x \$325 = \$39,000 Coach 2: No. of lessons: 60 Coach fee: \$325/hr. Budget: 2 x 60 x \$325 = \$39,000	Performance in Inter-school Competitions	To conduct a survey on the views of the students on the quality and effectiveness of the course	Ms Lee Wai Chi Vicky, Ms Chau Sau Ying, Mr Chong Chung Yi

14.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Boys' Football Team	To prepare for Inter-school football competitions	<ol style="list-style-type: none"> To employ one football coach through the 'School Sports Programme' No. of students: 16 Time: 4:00-6:00p.m. (every Thursday) Venue: School/ Perth Street Sports Ground 	<ol style="list-style-type: none"> To enhance physical fitness To upgrade personal skills and team tactics To develop team spirit and leadership 	From September 2019 to August 2020	Total budget: \$13,300 Course Fee: \$1,900 per course No. of courses: 7 Coach fee: \$1,900/course x 7 = \$13,300	<ol style="list-style-type: none"> Abilities of the students in using the new tactics in competitions Performance in Inter-school competitions 	<ol style="list-style-type: none"> To conduct a survey on the views of the students on the quality and effectiveness of the course To organize friendly matches to observe the use of tactics during competitions 	Mr Ho Man Lok, Mr Wong Kwok Kei

15.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Boys' Basketball Team	To prepare for Inter-school competitions	<ol style="list-style-type: none"> 1. To employ one basketball coach through the 'School Sports Programme' 2. Number of students: 40 including A, B and C grades 3. Twice a week 4. Venue: School/Perth Street Basketball Court 	<ol style="list-style-type: none"> 1. To enhance physical fitness 2. To upgrade personal skills and team tactics 3. To develop team spirit and leadership 	From September 2019 to August 2020	Total budget: \$13,700 Coach Fee: \$2,740 per course No. of courses: 5 Coach fee: \$2,740/course x 5 = \$13,700	<ol style="list-style-type: none"> 1. Abilities of the students in using the new tactics in competitions 2. Performance in Inter-school competitions 	<ol style="list-style-type: none"> 1. To conduct a survey on the view of the students on the quality and effectiveness of the course 2. To organize friendly matches to observe the use of tactics during competitions 	Mr Ho Man Lok

16.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Girls' Basketball Team	To prepare for Inter-school competitions	<ol style="list-style-type: none"> To employ a basketball coach through the 'School Sports Programme' No. of students is about 30, including A, B and C grades The training programme will be held every Monday and Thursday from September to August at Hoi Ping school playground or Perth Street Sports ground 	<ol style="list-style-type: none"> To maintain physical fitness. To upgrade personal skills in basketball. To introduce new tactics. To enhance sportsmanship and cooperation. 	From September 2019 to August 2020	Total budget: \$13,700 Coach Fee: \$2,740 per course No. of courses: 5 Coach fee: \$2,740/course x 5 = \$13,700	<ol style="list-style-type: none"> Abilities of the students in using the new tactics in competitions Performance in Inter-school competitions and friendly matches 	<ol style="list-style-type: none"> To interview students on their views on the quality and effectiveness of the course To organize friendly matches to observe the performance of the students The results in inter-school competitions 	Ms Chau Sau Ying

17.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Table Tennis Team (Boys and Girls)	To prepare for Inter-school competitions	<ol style="list-style-type: none"> To employ 1 table tennis coach and apply for 1 LCSD course No. of students: 30 (Boys & Girls) Time: 4:00-6:00 p.m. (every Thursday) Venue: covered playground 	All the team members can upgrade their personal skills in table tennis	From September 2019 to August 2020	Total budget: \$21,044 (a) No. of lessons: 25 (b) No. of hrs/ lesson: 2 (c) Coach fee: \$340/hr (d) Total budget: \$340x2x25 = \$17,000 Coach 2 (From LCSD course) \$4,044 per course	<ol style="list-style-type: none"> Abilities of the students in applying both skills and tactics in competitions Performance in Inter-school competitions 	<ol style="list-style-type: none"> To conduct a survey on the views of the students on the quality and effectiveness of the course To conduct matches for ranking their abilities 	Ms Lee Wai Chi Vicky, Ms Hon Po Yee

18.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Fencing Team (Boys and Girls)	To prepare for Inter-school competitions	<ol style="list-style-type: none"> To employ one fencing coach through the 'School Sports Programme' and one coach for Epee team. No. of students: 30 Time: 4:00-6:00p.m. (every Wednesday) & 10:00-12:00 a.m. (every Saturday) Venue: School Hall 	All the team members can upgrade their personal skills in fencing	From September 2019 to August 2020	Total budget: \$24,200 Course Fee: \$2,420 per course No. of courses: 5 $\$2,420 \times 5 = \$12,100$ <u>Epee Coach Fee</u> No. of courses: 5 $\$2,420 \times 5 = \$12,100$	Performance by the athletes in the Inter-school Fencing Competitions and other competitions organized by the Hong Kong Amateur Fencing Association	To conduct a survey on the views of the students on the quality and effectiveness of the course	Ms Lee Wai Chi Vicky

19.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Badminton Team (Boys and Girls)	To prepare for Inter-school competitions	<ol style="list-style-type: none"> To employ an experienced badminton coach to train the badminton team and club members No. of students: 40 The training programme will be held every Tuesday & Thursday 	<ol style="list-style-type: none"> To upgrade personal skills in badminton To attract more students to join badminton group 	From September 2019 to May 2020	Total budget: \$21,000 (a) No. of lessons: 30 (b) No. of hr/lessons: 2 (c) Coach fee: \$350/hr (d) Total budget: \$350x2x30 = \$21,000	Performance in the Inter-school Badminton Competitions	To conduct interviews & questionnaire about the views from students on the quality and effectiveness of the course	Ms Lee Wai Chi Vicky, Ms Wu Carmen Hiu Lam, Mr Chan Kwun Tat

20.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Tennis Team	To set up a school team and prepare for Inter-school competitions in 2019/2020	<ol style="list-style-type: none"> To employ a tennis coach through the 'School Sports Programme' No. of students: 15-20 Time: 4:00-6:00 p.m. (every Monday and Friday) Venue: Ma Tau Wai Reservoir Playground 	<ol style="list-style-type: none"> To enhance physical fitness All the team members can upgrade their personal skills in tennis 	From September 2019 to August 2020	Total budget: \$10,500 Course Fee: \$1,750 per course No. of courses: 6 No. of lessons/course: 6 No. of hrs/lesson: 2 Coach fee: \$1,750/course x 6 = \$10,500	Abilities of the students in applying both skills and tactics in competitions	<ol style="list-style-type: none"> To conduct a survey on the views of the students on the quality and effectiveness of the course To conduct matches for ranking their abilities 	Ms Wan Mei Yuk, Ms Lee Wai Chi Vicky, Mr Wong Chi Wing

21.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Volleyball Team	To prepare for Inter-school competitions in 2019/2020	<ol style="list-style-type: none"> To employ a volleyball coach through the 'School Sports Programme' No. of students: 15-20 Time: 4:00-6:00 p.m. (every Monday and Thursday) Venue: Playground 	<ol style="list-style-type: none"> To enhance physical fitness All the team members can upgrade their personal skills in volleyball 	From September 2019 to August 2020	Total budget: \$13,160 Course Fee: \$1,880 per course No. of courses: 7 No. of lessons/ course: 7 No. of hrs/ lesson: 2 Coach fee: \$1,880/course x 7 = \$13,160	Abilities of the students in applying both skills and tactics in competitions	<ol style="list-style-type: none"> To conduct a survey on the views of the students on the quality and effectiveness of the course To conduct matches for ranking their abilities 	Ms Lee Wai Chi Vicky

22.

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Drama	1. To promote drama in this school 2. To enhance students' knowledge of drama 3. To stimulate students' imagination, cultivate their ability to express themselves and develop their confidence 4. To enhance students' self-image	1. To employ a professional drama tutor for training the elite members 2. A 1.5-hour training, once to twice a week 3. Venue: School Hall	1. Using the elements of drama, students will explore and learn more about themselves, develop self-control and enhance their creative problem-solving skills. 2. Students will receive basic training in directing, acting, scriptwriting and backstage operation; by performing on stage, they put into practice what they have learnt. 3. Students' leadership, ability to co-operate and team spirit can be developed when they put the drama on stage. 4. At least 10 classes of students will have the opportunity to appreciate a seriously produced drama performance.	From October 2019 to March 2020	Salary of the coach for the whole year: \$21,000. Based on the following: a. \$750 per session (1.5 hours per session) b. 1-2 sessions per week (28 sessions in total) c. Total budget: \$21,000	1. Performance by the members in the Hong Kong Schools Drama Festival 2. Number of students participating in the training and the competition 3. Members' attendance in each training session 4. Number of students who participate as audience in the performance	1. The coach will be appraised by the persons-in-charge in March 2. Questionnaire completed by the members for evaluation on the effectiveness of the coach's teaching 3. Questionnaire completed by the audiences for comments on the performance	1. Ms Tam Yip Hau, 2. Ms Chan Ka Yan 3. Ms Lai Suk Fong

23.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Dance	<ol style="list-style-type: none"> 1. To promote dancing in this school. 2. To enhance students' knowledge of dancing. 3. To stimulate the imagination and develop confidence of students. 4. To enhance students' self-image. 	<ol style="list-style-type: none"> 1. To employ a professional dance tutor for training the elite dance members. 2. A 1.5-hour training, twice a week (every Sat) 3. Venue: School Hall or Student Activity Room 	<ol style="list-style-type: none"> 1. Using the elements of dance, students will explore and develop self-control and creative problem-solving skills 2. Students will attain an all-round development in the domains of physique and aesthetics from the coach 3. The elite students in return will impart the knowledge they benefit from the training to the other students of this school 	From July 2019 to May 2020	<p>Salary of the coach for the whole year: \$16,900</p> <p>Based on the following:</p> <ol style="list-style-type: none"> a. Total budget \$650 per session (1.5 hours per session) b. 1 session per week x 26 weeks 	<ol style="list-style-type: none"> 1. Performance by the dance members in the Hong Kong Schools Dance Festival and other dance competitions. 2. Number of students participating in the training and the competition. 3. The members' attendance in each training session. 	<ol style="list-style-type: none"> 1. The coach will be appraised by the persons-in-charge in May. 2. Observation. 	<ol style="list-style-type: none"> 1. Ms. Wong Man Sze 2. Ms. Chau Sau Ying

24.

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Orchestra	1. To develop team spirit and aesthetic sensitivity 2. To further develop students' musical competence 3. To cultivate a lifelong interest in instrumental playing and develop positive values and attitudes towards music	1. To employ a conductor for orchestral training 2. No. of students: 50 3. Time: 3:30-5:00 pm (weekly) 4. Venue: Rm 209	1. Students can develop team spirit through orchestral training 2. Students can perform music accurately and fluently with appropriate control over techniques and expressions 3. Performance in different occasions helps students to build up self confidence	From September 2019 to May 2020	Training Fee: \$42,000 No. of lessons: 35 No. of hour per lesson: 1.5 Coach fee: \$800/hour Total budget: \$1,200x35 = \$42,000	1. Performance in school functions 2. Effectiveness of the course 3. Enrollment in competitions	1. To collect views from teachers, parents and school managers 2. To collect views from students on the quality and effectiveness of the course	Ms Ng Chin Ting

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Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Choir	<ol style="list-style-type: none"> To perform different types of music using appropriate styles to demonstrate the ability to interpret music and the development of aesthetic sensitivity To develop team spirit and aesthetic sensitivity To further develop students' musical competence To cultivate a lifelong interest in instrumental playing and develop positive values and attitudes towards music 	<ol style="list-style-type: none"> To employ a conductor for choral training No. of students: 80 Time: 3:30-5:00pm (twice a week) Venue: Rm 209 or School hall 	<ol style="list-style-type: none"> Students can develop team spirit through choral training Students can perform music accurately and fluently with appropriate control over techniques and expressions Performance in different occasions helps students to build up self confidence Students can develop a good singing habit through aural and ear training 	From September 2019 to May 2020	Training Fee: \$99,000 No. of lessons: 55 No. of hour per lesson: 1.5 Coach fee: \$1,200/hour Total budget: \$1,800x55 = \$99,000	<ol style="list-style-type: none"> Performance in school functions Effectiveness of the course Enrollment in competitions 	<ol style="list-style-type: none"> To collect views from teachers, parents and school managers To collect views from students on the quality and effectiveness of the course 	Ms Ng Chin Ting

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Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
A cappella	<ol style="list-style-type: none"> To perform jazz and pop music using contemporary singing styles to enhance the development of aesthetic sensitivity To develop team spirit and aesthetic sensitivity To further develop students' musical competence 	<ol style="list-style-type: none"> To employ a conductor for a cappella training No. of students: 20 Time: Fri 3:30-5:00pm Venue: Music room / Rm 209 	<ol style="list-style-type: none"> Students can develop team spirit through ensemble training Students can perform music accurately with appropriate control over techniques and expressions Students can develop a good singing habit through aural and ear training. 	From August 2019 to May 2020	Training Fee: \$31,500 No. of lesson: 35 No. of hour per lesson: 1.5 Coach fee: \$600/hour Total budget: \$900x35 = \$31,500	<ol style="list-style-type: none"> Performance in school functions Feedback from teachers and students 	<ol style="list-style-type: none"> To collect views from teachers, parents and school managers To collect views from students on the quality and effectiveness of the course 	Ms Ng Chin Ting