

St. Joan of Arc Secondary School

Report of the Use of Capacity Enhancement Grant in 2022/23 school year

| Program | Method of evaluation | Success criteria | Evaluation | I/C |
|---|---|--|--|---------|
| Employment of an English teaching assistant | Evaluation by the English department panel head and principal | Satisfactory working performance Teachers' feedback | <p>The teaching assistant showed satisfactory working attitude. She performed the responsibilities including assisting students with their English language skills, assisting with assessments, providing language support, handling administrative tasks, conducting after-school tutorials well.</p> <p>Over 80% of English teachers found the TA could share their working load.</p> | D Wong |
| Employment of a pastoral assistant | Evaluation by the Religious and Moral Education committee and principal | Satisfactory working performance Teachers' feedback | <p>The pastoral assistant displayed a commendable work ethic and successfully fulfilled her duties, which included teaching two classes of Religious Education (RE), managing administrative responsibilities, and providing valuable assistance to teachers in matters related to religious studies.</p> <p>The presence of a pastoral assistant was found to be instrumental in fostering a gospel atmosphere, as reported by more than 70% of teachers.</p> | YM Chan |