

Plan on the Use of Capacity Enhancement Grant in the 2024/25 school year

Name of school: St. Joan of Arc Secondary School

Our School has read and understands the ground rules and procedures in the utilization of the Capacity Enhancement Grant (CEG). The following plan on the use of the CEG is drawn up after full consultation with teachers:

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	Responsible party
<p>To relieve teachers' workload so that teachers can concentrate on:</p> <p><input checked="" type="checkbox"/> Curriculum development</p> <p><input type="checkbox"/> Enhancing students' language proficiency</p> <p><input checked="" type="checkbox"/> Coping with learning needs of students</p> <p><input checked="" type="checkbox"/> Other (Please specify): <u>Strengthening religious</u> <u>atmosphere at campus</u></p>	<ul style="list-style-type: none"> ● To employ a religious pastoral assistant to strengthen religious atmosphere at school ● To create space for religious teachers to better Ethics and Moral education curriculum 	<p>From 01/09/2024 to 31/08/2025</p>	\$306,000	<p>i. Teacher feedback and observation – teachers concerned and principal agreed relevant strategies have:</p> <ul style="list-style-type: none"> ● reduced teacher workload ● bettered the Ethics and Moral education curriculum ● improved teaching and learning efficiency <p>ii. year-end appraisal: satisfactory working performance</p>	Principal Ms. Y.M. Chan