

**Sir Ellis Kadoorie (S) Primary School**



**Proposed Plans for  
Specific Grants**

**2016 – 2017**

***1. Plan on the Use of Capacity Enhancement Grant***

Means by which teachers have been consulted: At staff meetings

Number of operating classes: 16

Amount of the Grant: **\$452,000.00**

Purposes: 1. Relieve teachers' burden on non-teaching duties so as to enhance students' learning  
2. Develop students' talent in different areas  
3. Offer support to students in Chinese homework

Objectives	Strategies	Performance Indicators	Schedule	Budget	Evaluation
To relieve non-teaching duties from teachers so that they can concentrate more on their teaching	<b>Recruit 2 General Clerks:</b> - Assist in school operation - Look after students	- Teachers' non-teaching duties are relieved - Students can get extra support	- 1 school year (9/2016-8/2017)	Estimated Salary of: - <b>2 General Clerks</b> $\$11,855.00 \times 12 \times 1.05 \times 2$ $= \underline{\underline{\$298,746.00}}$	

Objectives	Strategies	Performance Indicators	Schedule	Budget	Evaluation
<p>To provide whole person development to students so that they can stretch their potentials</p>	<p><b>Recruit coaches:</b></p> <ul style="list-style-type: none"> <li>- Provide trainings to students in different areas such as Sports, Dance and Music</li> </ul>	<ul style="list-style-type: none"> <li>- Students enjoy the activities</li> <li>- Students can build up their self-esteem and have confidence to perform in front of their peers</li> <li>- Students can persevere in their goals</li> <li>- Students potentials are developed</li> <li>- Students have good achievements in competitions</li> </ul>	<p>- 1 school year (9/2016-8/2017)</p>	<p>Estimated Budget for trainings:</p> <ul style="list-style-type: none"> <li>- 1 CCA Musical group <b>(\$1,200.00×35+ \$7500=\$49,500.00)</b></li> <li>- 3 Percussion Band groups <b>(\$840.00×3×24=\$60,480.00)</b></li> <li>- 1 CCA Dance group <b>(\$600.00×35=\$21,000.00)</b></li> <li>- 1 Football group <b>(\$1,536.00×3=\$4,608.00)</b></li> <li>- 1 Cricket group <b>(\$1,540.00×3=\$4,620.00)</b></li> <li>- 2 Basketball groups <b>(\$2,240.00×2×2=\$8,960.00)</b></li> <li>- Rope Skipping Group <b>(\$550.00×20=\$11,000.00)</b></li> </ul> <p style="text-align: right;"><b>Total: \$160,168.00</b></p>	
				<p><b>Estimated Total: \$458,914.00</b></p>	

## 2. Plan on the Use of Special Grants in Supporting NCS Students

Means by which teachers have been consulted: At staff meetings

Number of operating classes: 16

Amount of the Grant: **\$1,500,000.00**

Purpose: Enhance students' proficiency in learning Chinese

Objectives	Strategies	Performance Indicators	Schedule	Budget	Evaluation
To develop effective learning and teaching strategies to enhance students' learning in Chinese	<p>Recruit 2 <b>temporary teachers</b> to:</p> <ul style="list-style-type: none"> <li>- Offer better support to students by integrating the split class policy (P.1-6 Chinese Classes) for the Chinese Curriculum</li> <li>- Create space for Chinese Curriculum Coordinator</li> </ul> <p>Recruit 4 <b>teaching assistants</b> to:</p> <ul style="list-style-type: none"> <li>- Offer better support to students by introducing co-teaching in Chinese lessons</li> <li>- Enhance pupils' learning by offering remedial lessons, after school tuition, Saturday classes and reading programmes</li> </ul>	<ul style="list-style-type: none"> <li>- Teachers can perform school-based Chinese curriculum adaptation and tailor made teaching and assessment materials to cater for learner diversity</li> <li>- Teaching and assessment materials were developed to cater for learner diversity</li> <li>- Students show improvement in the learning of Chinese both in attitude and attainment</li> <li>- Teaching Assistants can assist teachers in the lessons, run school activities, prepare suitable teaching resources and teaching aids</li> <li>- Teaching Assistants can give extra support for NCS pupils during remedial lessons, after school tuition, Saturday classes and reading programmes</li> </ul>	- 1 school year (9/2016-8/2017)	<p>Estimated Salary of:</p> <ul style="list-style-type: none"> <li>- <b>2 temporary teachers (pt16 x2)</b> <b>\$29,457.00×12×1.05 ×2</b> <b>=<u>\$742,316.00</u></b></li> <li>- <b>4 teaching assistants</b> <b>\$13,734.00×12×1.05×4</b> <b>=<u>\$692,193.60</u></b></li> </ul> <p><b>Total: \$1,434,509.60</b></p>	
				<b>Estimated Total: \$1,434,510.00</b>	

### 3. Plan on the Use of Learning Support Grant

Means by which teachers have been consulted: At staff meetings

Number of operating classes: 16

Amount of the Grant: Around **\$1,200,000.00**

Purposes: Give support to students with special educational needs

Objectives	Strategies	Performance Indicators	Schedule	Budget	Evaluation
<p>To build up a supportive culture for students with SEN so that teachers can:</p> <ul style="list-style-type: none"> <li>- Use appropriate strategies to enhance students' learning and to cater for students' individual needs</li> </ul>	<p>Recruit 2 <b>temporary teachers</b>, 3 <b>teaching assistants</b> to:</p> <ul style="list-style-type: none"> <li>- Offer better support to students by introducing co-teaching in P.4 English Literacy Program (ELP-R), P1-3 English Primary Literary Reading &amp; Writing Programmes (PLPR/W), co-teaching, post lesson tuitions and individual support to SEN students</li> <li>- Assist teachers in the lessons, help running school activities, preparing suitable teaching resources and teaching aids</li> <li>- Help teacher input scores for data analysis as well as the logistic arrangements of the Occupation Therapy (OT) and Speech Therapy (ST) classes to support SEN students</li> </ul>	<ul style="list-style-type: none"> <li>- Teachers can perform school-based English curriculum adaptation and tailor made teaching and assessment materials and provide individual support to cater for learner diversity</li> <li>- Teaching Assistants can assist teachers in the lessons, help teachers run school activities, help teachers prepare suitable teaching resources and teaching aids</li> <li>- Data will be ready for teachers to do the analysis which is conducive to the betterment of teaching and learning</li> <li>- Students with SEN can get extra support</li> </ul>	<p>1 school year (9/2016-8/2017)</p>	<p>Estimated Salary of:</p> <ul style="list-style-type: none"> <li>- <b>1 temporary teachers (pt15)</b> <b>\$28,039.00×12×1.05</b> <b>=<u>\$353,291.40</u></b></li> <li>- <b>2 part-time teachers (pt 14)</b> <b>\$26,700.00/2×9×1.05×2</b> <b>= <u>\$252,315.00</u></b></li> <li>- <b>3 teaching assistants</b> <b>\$13,734.00×12×1.05×3</b> <b>=<u>\$519,145.20</u></b></li> </ul> <p style="text-align: right;"><b>Total: \$1,124,752.00</b></p>	

<p>To deliver support for students with SEN so that teachers, parents and students can gain:</p> <ul style="list-style-type: none"> <li>- Adequate trainings provided by Occupation Therapist and Social Worker from the Social Skill Training Group</li> </ul>	<p>Buy service from <b>NGO</b> to support students with <b>SEN</b>:</p> <ul style="list-style-type: none"> <li>- Provide behavioral adjustment trainings and study skills training for students</li> <li>- Workshops for parents and teachers</li> </ul>	<ul style="list-style-type: none"> <li>- Students with SEN show improvements from the trainings (Pre-test and Post-test reports)</li> <li>- Parents and teachers are satisfied with the training</li> </ul>	<p>- 1 school year (9/2016-8/2017)</p>	<p>Estimated Cost of:</p> <ul style="list-style-type: none"> <li>- <b>Occupation Therapy Service</b> <b>\$520.00×120</b> <b>=<u>\$62,400.00</u></b></li> <li>- <b>Social Skill Training</b> <b><u>\$3,800.00</u></b></li> </ul> <p style="text-align: right;"><b>Total : \$66,200.00</b></p>	
				<p><b>Estimated Total: \$1,190,952.00</b></p>	

**4. Plan on the Use of the School-based After-school Learning and Support Grant**

Means by which teachers have been consulted: At staff meetings

Number of operating classes: 16

Amount of the Grant: Around **\$30,000.00**

- Purposes: 1. Help students' in doing homework  
2. Help build up students' revision skills

Objectives	Strategies	Performance Indicators	Schedule	Budget	Evaluation
<p>To offer support to students so as to:</p> <ul style="list-style-type: none"> <li>- Build up the attitude in persistency in finishing homework</li> <li>- Build up practical skills in revision</li> </ul>	<p>Buy service from <b>NGO</b> to provide <b>Post Lesson Homework Tuition</b> for students so as to:</p> <ul style="list-style-type: none"> <li>- Offer help to students when they are doing their homework</li> <li>- Help students to do revision</li> <li>- Purchase necessary materials or equipment for teaching</li> </ul>	<ul style="list-style-type: none"> <li>- 80% of the students agreed that the tutors are helpful</li> <li>- A majority of the students agreed that they can finish homework in the Tuition Classes</li> <li>- 50% of the students admitted that they learned how to do revision in the Tuition Classes after finishing homework</li> </ul>	<p>- 1 school year (9/2016-8/2017)</p>	<p>Estimated School subsidize for Homework Tuition</p> <p>- School subsidize : <b>\$1350.00×11 students×2</b> <b>=<u>\$29,700.00</u></b></p>	
				<b>Estimated Total: \$29,700.00</b>	

### 5. Plan on the Use of the Student Guidance Service Grant

Means by which teachers have been consulted: At staff meetings

Number of operating classes: 16

Amount of the Grant: Around **\$462,000.00**

Purposes: Implementation of Comprehensive Student Guidance Service in School

Objectives	Strategies	Performance Indicators	Schedule	Budget	Evaluation
- Making use of the Student Guidance Service Grant to implement Comprehensive Student Guidance Service in our school	Recruit two Student Guidance Personnel and support service for a NGO: - Develop and maintain the school-based Whole School Approach Guidance System. - Following the policy of the Comprehensive Student Guidance Service (EDB) and provide suitable guidance activities/programmes to pupils/parents/teachers. - Implement school based Moral and Civil Education Curriculum - Assist in school operation	- Fulfill the job duties and scope of the Comprehensive Student Guidance Service under the following four aspects : Policy and Organization/ Personal Growth Education Integrated with Moral and Civic Education Curriculum/ Supportive Service/ Responsive Service - Be responsible to the school duties and collaborate with the school management. - Refer to the Plan of Moral and Civic Education - provide extra duties and support to our pupils/parents/teachers	- 1 school year (9/2016-8/2017)	Estimated administrative cost and Salary of two Student Guidance Personnel from NGO : <b><u>\$585,300.00</u></b>	
				<b>Estimated Total: \$585,300.00</b>	



*Overview of the Use of Grants and Funding*

Grants & Funding		Job Nature	Staff	Budget
1.	Capacity Enhancement Grant	2 General Clerks	GC1 & GC2	\$298,746.00
		Coaches	Buy service	\$160,168.00
	<b>Est.\$452,000.00</b>		<b>Estimated Total:</b>	<b>\$458,914.00</b>
2.	Special Grants in Supporting NCS Students	2 Temporary Teachers (Pt16x2)	T1 & T2	\$742,316.00
		4 Teaching Assistants	TA1,TA2,TA3 & TA4	\$692,136.60
	<b>Est.\$1,500,000.00</b>		<b>Estimated Total:</b>	<b>\$1,434,510.00</b>
3.	Learning Support Grant	1 Temporary Teachers (Pt15)	T3	\$353,291.40
		2 Part-time Teachers (pt14)	T4 & T5	\$252,315.00
		3 Teaching Assistants	TA5,TA6 & TA7	\$519,145.20
		SEN Support_ Occupation Therapy + Social Skill Training	Buy service	\$66,200.00
	<b>Est.\$1,200,000.00</b>		<b>Estimated Total:</b>	<b>\$1,190,952.00</b>
4.	School-based After-school Learning and Support Grant	Post Lesson Homework Tuition: Phase 1&2	Buy service	\$29,700.00
		<b>Est.\$30,000.00</b>		<b>Estimated Total:</b>
5.	Student Guidance Service Grant	2 Student Guidance Personnel	SGP1 and SGP2	\$585,300.00
		<b>Est.\$462,000.00</b>		<b>Estimated Total:</b>

Endorsed by: Mr. CS WOO  
(SMC Chairman)

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(Signature)

Date: \_\_\_\_\_