

**Po Leung Kuk Ngan Po Ling College**

**Budgeted Capacity Enhancement Grant for the School Year 2022 – 2023**

Name of School: Po Leung Kuk Ngan Po Ling College

Means by which teachers have been consulted: Committee Meetings and Subject Meetings

No. of operating classes: 30

<b>Task</b>	<b>Major Area(s) of Concern</b>	<b>Strategies</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>
Orientation Program for Form 1 students of 2023 – 2024	<ul style="list-style-type: none"> <li>- To develop sense of belonging</li> <li>- To get familiar with school setting and routines</li> </ul>	<ul style="list-style-type: none"> <li>- Ice-breaking activities</li> <li>- Orienteering</li> <li>- Mass games</li> <li>- Language immersion activities</li> </ul>	<ul style="list-style-type: none"> <li>- Better adaption of new Form 1 students</li> <li>- Relieve teachers' workload for organizing and preparing for activities</li> </ul>	July 2023 to August 2023	Coach and programme fee for service provider HK\$20,000	<ul style="list-style-type: none"> <li>- A positive start of secondary life for Form 1 students</li> <li>- Positive feedback from students and teachers</li> </ul>	<ul style="list-style-type: none"> <li>- Observation from teachers</li> <li>- Verbal feedback from students and parents</li> <li>- Post activity evaluation survey</li> </ul>	Form 1 Admission Committee and English Department
Teaching assistants	<ul style="list-style-type: none"> <li>- To prepare learning and teaching materials</li> <li>- To create space for teachers for professional development</li> </ul>	<ul style="list-style-type: none"> <li>- To help design learning and teaching materials</li> </ul>	<ul style="list-style-type: none"> <li>- To ease teachers' workload</li> </ul>	September 2022 to August 2023	Salary and anticipated adjustments HK\$482,441	<ul style="list-style-type: none"> <li>- Greater space for teacher to polish learning and teaching strategies and to develop professionally</li> </ul>	<ul style="list-style-type: none"> <li>- Feedback from teachers</li> <li>- Staff assessment reports</li> </ul>	Academic Affairs Committee
<b>Total</b>					<b>HK\$502,441</b>			

Beginning Balance 1.9.2022  
 Estimated Provision in 2022-23  
 Estimated Balance c/d as at 31 Aug 2023

HK\$173,010.72  
 746 students x HK\$732 = HK\$546,072  
 HK\$216,641.72