

獻主會溥仁小學

2023-2024 年度

學校發展津貼

計劃書

2023-2024 年度「學校發展津貼」計劃書

學校：獻主會溥仁小學

本校已清楚明白運用「學校發展津貼」的基本原則和程序，並已充分諮詢教師的意見，就使用有關津貼，訂定了以下的計劃：

編號	頁數	項目	數額	作用	全年實際支出
1	P.2	Classroom Assistant of PNET Literacy Programme (P.2: Space Town Literacy Programme/P.3: PLP-R/W Programme)	1 名	<ul style="list-style-type: none"> To assist and carry out Programme the PENT Literacy Programme in 2023-24 	\$216,720.00
2	P.3	English Language Teaching Assistant (ELTA) Services (Part-Time)	1 名	<ul style="list-style-type: none"> provides speaking workshops and other English-related activities holds games or small group discussions 	\$50,000.00
3	P.4	校務處書記	1 名	<ul style="list-style-type: none"> 協助學校行政事務 協助學校文書處理 	\$216,720.00
4	P.5	半職工友	1 名	<ul style="list-style-type: none"> 處理學校小形水電及設施維修 	\$100,800.00

總數：	\$584,240.00
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**Po Yan Oblate Primary School
2023-2024 Capacity Enhancement Grant Proposal**

Item	Details	Timetable	Budget	Success Criteria	Teacher-in-charge
<p>Classroom Assistant of PNET Literacy Programme (P.2: Space Town Literacy Programme/P.3: PLP-R/W Programme)</p> <p>Focus: To assist and to carry out the PNET Literacy Programme in 2023-24</p> <p><input type="checkbox"/> Curriculum Development</p> <p><input checked="" type="checkbox"/> Improve students' language ability</p> <p><input checked="" type="checkbox"/> Cater for the learning needs of students</p> <p><input type="checkbox"/> Others(please specify): _____</p>	<p>Strategies:</p> <ol style="list-style-type: none"> 1. Support teachers' teaching and carry out formative and summative assessment in the classroom. 2. Attend the co-planning sessions. 3. Prepare all the teaching materials for the lessons. 4. Maintain classroom resources. 5. Attend professional development of the Literacy Programme. <p>Expected Outcomes:</p> <ol style="list-style-type: none"> 1. Support teaching and learning in the classroom. 2. Contribute in the co-planning sessions. 3. Prepare all the teaching materials and maintain classroom resources. 4. Attain professional knowledge about the programme. 	<p>1st Sept., 2023 to 31st July, 2024</p>	<p>Recruit a Classroom Assistant (Preferably with a diploma or higher education in related field.)</p> <p>\$216,720.00</p>	<ol style="list-style-type: none"> 1. Maintain the English Room with resources and teaching aids. 2. Attend PD of the Literacy Programme. 3. 80% of the LET teachers satisfy with the work of the CA. 	<p>Miss Kwok Hoi Ting</p>

Po Yan Oblate Primary School
2023-2024 Capacity Enhancement Grant Proposal

Item	Details	Timetable	Budget	Success Criteria	Teacher in Charge
<p>English Language Teaching Assistant (ELTA) Services</p> <p>Focus: To increase students' interest in learning English and opportunity to speak English</p> <p><input checked="" type="checkbox"/>Curriculum Development <input checked="" type="checkbox"/>Improve students' language ability <input checked="" type="checkbox"/>Cater for the learning needs of students <input type="checkbox"/>Others(please specify): _____</p>	<p>1. The ELTA teacher provides speaking workshops and other English-related activities</p> <p>2. The ELTA teacher holds games or small group discussions with students and have students participate in conversations with teachers and their classmates</p> <p>Expected Outcomes: 1. Students increase their interests in learning English 2. Students can speak English with the ELTA teacher and their classmates in different topics related to their daily life</p>	<p>1st September, 2023 to 30th June, 2024</p>	<p>Salary of ELTA teacher \$50,000.00</p>	<p>80% of the students increase their interest in learning English</p> <p>80% of the students have the opportunity to speak English with the ELTA teacher and their classmates</p>	<p>Miss Ho Yuen Kwan</p>

獻主會溥仁小學
二零二三／二四學年「學校發展津貼」計劃書

項目	計劃詳情	時間表	財政預算	成功準則 (量度標準)	負責人
減輕教師工作量，使他們能專注： <input type="checkbox"/> 課程發展 <input type="checkbox"/> 提高學生的語文能力 <input checked="" type="checkbox"/> 照顧學生的學習需要 <input type="checkbox"/> 其他（請註明） _____	聘用 1 名書記： <ul style="list-style-type: none"> • 協助學校行政事務 • 協助學校文書處理 	2023 年 9 月 1 日至 2024 年 8 月 31 日	216,720 元	教職員問卷－超過 70%的教職員同意有關策略能： <ul style="list-style-type: none"> • 提升學校行政事務效率 • 提升學校文書處理效率 • 教師有更多空間專注教學 	鍾長婷小姐

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