# SKH Lam Woo Memorial Secondary School

## Plan on Use of the Capacity Enhancement Grant (2007/2008)

**Name of school:** SKH Lam Woo Memorial Secondary School  
**Means by which teachers have been consulted:** staff meeting  
**No. of operating classes:** 31

<table>
<thead>
<tr>
<th>Task Area</th>
<th>Major Area of Concern</th>
<th>Strategies/Tasks</th>
<th>Benefits Anticipated</th>
<th>Time Scale</th>
<th>Resources Required</th>
<th>Success Criteria</th>
<th>Method(s) of Evaluation</th>
<th>People Responsible</th>
</tr>
</thead>
</table>
| Coping with diverse and special learning needs of students in English | To provide more attention and care to the less able students in English | To employ one full-time English teacher to take over some English classes & to conduct small class teaching in junior forms | - Small class teaching can be arranged in junior forms  
- Learning diversity can be reduced in average language classes  
- Low achievers enjoy more individual care & attention  
- Relieve workload of some teachers to focus on curriculum enrichment | Sept 07 – Aug 08 | Salary of one temporary English teacher (Point 14) for the year- $237,384 (including 5% MPF) | - Remedial classes have improvement in English  
- Students in remedial classes have stronger interest in learning  
- Quality of teaching shows improvement  
- More student-centred materials can be produced | - Performance of students in junior forms  
- Lesson observation & exercise inspection of teachers concerned  
- English Department evaluation meeting | Ms Wong PY |
<table>
<thead>
<tr>
<th>Task Area</th>
<th>Major Area of Concern</th>
<th>Strategies/Tasks</th>
<th>Benefits Anticipated</th>
<th>Time Scale</th>
<th>Resources Required</th>
<th>Success Criteria</th>
<th>Method(s) of Evaluation</th>
<th>People Responsible</th>
</tr>
</thead>
</table>
| Curriculum Development    | To enhance learning and teaching in Chinese language & liberal studies subjects       | Hire 2 full-time teaching assistants To help prepare student-centred teaching materials & help organize activities | -related subject teachers could have workload relieved & could focus on teaching methodology  
-Assist teachers in design & produce teaching materials  
-co-curricular activities could be arranged to boost learning       | Sept07-Aug08                  | Salary of 2 teacher assistants for 12 months($9500 & $10,000 respectively per month each)  
-$245,700 (including 5% MPF)   | -The compilation of curriculum materials  
-more frequent co-curricular activities arranged to arouse interest & enhance learning | -Academic Administrative Section Head & the Chinese /Liberal Studies Department Heads monitor the work  
-Feedback from subject teachers on attitude & effectiveness of the teaching assistants | Mr Mak CS  
Mr Chan CW  
Mr Cheng HY |