

HKMA David Li Kwok Po College
Incorporate Management Committee 2024/25
Report on the Use of the Capacity Enhancement Grant 2023/24

Objective	Strategy	Time Frame	Budget	Evaluation
<ul style="list-style-type: none"> • To relieve teachers' workload and enable them to concentrate more on learning and teaching strategies • To organize diverse extended learning activities that address the diverse and specific learning needs of students with varied abilities 	<p>To employ teaching assistants to assist teachers in</p> <ul style="list-style-type: none"> • preparing learning and teaching materials; • preparing materials for the STEAM lessons or activities; and • conducting after-school learning activities and enrichment / remedial lessons 	<p>From 1 September, 2023 to 31 August, 2024</p>	<p>\$629,489</p>	<p>The four teaching assistants provided support to teachers/departments in the following areas:</p> <ul style="list-style-type: none"> • They were responsible for administrative tasks, including maintaining attendance records, preparing handouts, and invigilating during exams. • They assisted with extended learning activities, such as preparing lesson materials and STEAM materials, setting up equipment, and conducting demonstrations. • They supported students in their academic endeavors by answering their questions and holding tutorial classes for students who require more individualized instruction during their free periods. • They supported after-school activities, assisting teachers in organizing outdoor activities or taking students on visits. • They conducted remedial / enrichment lessons after school or on Saturdays. <p>Subject teachers gave positive feedback on the support provided by the teaching assistants. They agreed that the teaching assistants have relieved teachers' workload, allowing them to focus more on learning and teaching strategies.</p>