

Evaluation on Capacity Enhancement Grant (CEG)

Name of School: Yuen Long Merchants Association Secondary School

School Year: 2023-2024

Item	Main Content	Evaluation
1. Curriculum development – English Language	To employ one English teaching assistant to <ul style="list-style-type: none">➤ Create space for English teachers to prepare for the small class teaching in English.➤ To develop teaching materials for English	English Language Teachers' workload was alleviated in the following ways: Preparation time for teaching materials and clerical work in the panel was reduced.
2. Student Development	To employ one teaching assistant (Student Development) to <ul style="list-style-type: none">➤ To assist teachers in preparing the documents related to the Student Development Committee➤ To plan and conduct co-curricular activities	The workload of teachers on the Student Development Committee was alleviated in the following ways: Preparation time for student activities and clerical work within the committee was reduced.

Recommendations: It was recommended the above schemes should be maintained to create space for teachers and facilitate students learning and teaching.

Report submitted by teachers-in-charge and compiled by: Ms. CHAU Ho-wai (Principal)