Plan on the Use of Capacity Enhancement Grant in the 2026/27 School Year

Name of school: Shatin Tsung Tsin Secondary School

Our School has read and understands the ground rules and procedures in the utilization of the Capacity Enhancement Grant (CEG). The following plan on the use of the CEG is drawn up after full consultation with teachers:

Item	Details	Time Frame	Budget	Evaluation Criteria	Responsible Party
To relieve teachers' workload so that teachers can concentrate on : ☑Curriculum development ☑Enhancing students' language proficiency ☑Coping with learning needs of students ☐Others (Please specify) _____	Recruitment of invigilators ($50 for undergraduate, $143 for graduate) for internal and public exams	From 1.9.2026 to 31.8.2027	$60,000	Teacher Questionnaires – over 85% of teaching staff agreed relevant strategies have achieved the objectives stated in the column "Item"	Academic Affairs Committee
	Employment of external tutors for enhancement and remedial classes at various levels	From 1.2.2026 to 30.6.2027	$22,500		Academic Affairs Committee
	Employment of administrative assistants	From 1.9.2026 to 31.8.2027	$465,827		Incorporated Management Committee