Tsuen Wan Government Secondary School  
Proposed Plan for use of Senior Secondary Curriculum Support Grant (2015/16)

<table>
<thead>
<tr>
<th>Task</th>
<th>Major Area(s) of Concern</th>
<th>Strategies/Tasks</th>
<th>Time Scale</th>
<th>Resources required</th>
<th>Success criteria/ outcomes</th>
<th>Evaluation methods</th>
<th>Staff i/c</th>
</tr>
</thead>
</table>
| Learning and Teaching     | To share the teaching load of staff in selected subjects in order to create time for them to conduct collaborative lesson preparation and peer lesson observations. | To employ two Temporary Teachers to relieve teachers’ teaching loads.            | September 2015 to August 2016 | Total salary of two Temporary Teachers (incl. 5% MPF) for 12 months: ($31,120 (subject to review) + 1,500) × 2 × 12 = $782,880   | 1. As a result of the shared teaching load due to the employed Temporary Teachers, teachers can conduct:  
   • at least 2 peer lesson observations a year.  
   • at least 1 lesson a year using the teaching plan derived from the collaborative lesson preparation. | 1. Opinion survey of teachers from the related subject departments.  
2. Scrutinize the records of lesson observation documents.  
3. Scrutinize the records of collaborative lesson preparation documents. | LEUNG Hiu-muk YU Yuen-mei |

Total resource required = $782,880