

Sir Ellis Kadoorie Secondary School (West Kowloon)

Use of DLG for Other Languages (2022/2023)

Evaluation Report

Strategies / Tasks	Time Scale	Target Group	Expenditure	Evaluation / Suggestions
Employment of a teaching assistant for Other Languages Departments	1 Sept 2022 – 31 Aug 2023	Students who study Hindi or Urdu in S.5-S.6	\$ 192,645 (12 months of salary + MPF)	<p>The main duties of the TA (Other Languages)</p> <ol style="list-style-type: none"><li>1. Assisting Other Languages Departments in all administrative work, e.g. preparation of worksheets and teaching materials for the Hindi, Urdu &amp; English departments</li><li>2. Assisting the other languages teachers to prepare mark sheets</li><li>3. Take up lesson substitution during the absence of teachers</li><li>4. Helping teachers to liaise with parents</li><li>5. Assisting in other functional groups as assigned by the school</li></ol> <p>On the whole, the TA was essential to facilitate teachers' capacity in teaching and learning as well as administrative work.</p>

**Total Expenditure: \$ 192,645**