20 / school year Financial Report of Learning Support Grant (Sample)

Surplus allowed to be retained at the end of last school year : $ (a)

The amount of LSG for the whole school year: $ (The 1st allotment) (b) + $ (The 2nd allotment) (c) = $

LSG entitlement for the whole school year (Total income) : $ (d) [(a)+(b)+(c)]

The expenditure for the whole school year: $ (e)

Expenditure items as listed below:

|  |  |
| --- | --- |
| Items | Amount($) |
| 1. employ additional full-time and/or part-time teachers |  |
| 2. employ additional teaching assistants |  |
| 3. hire of professional services |  |
| 4. procure learning resources |  |
| 5. organise learning / inclusive culture activities or programmes on inclusive culture, school-based teacher  training programmes and home-school cooperation support activities |  |
| 6. others:(please specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |  |

Accumulated surplus by the end of this school year: $ (f) = (d)-(e)

Percentage of surplus to this school years’ provision (%): (g) = (f) / [(b) +(c)] x 100%

\* The grant should be accounted for on a financial year basis for Government Schools

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Name of support items** | **Aim of services**  **(e.g. : split class or group teaching, activities on inclusive culture,**  **reading and writing training, social training, develop concentration, etc)** | **Hire professional services**  **Name of organisations**  **(if applicable)** | **Implementation time**  **(including activities /total hours in class or average charge per hour)** | **Targets**  **(e.g. : number of students with SEN and type, number of parents)** | **Performance indicators**  **Means of assessment**  **(if applicable)** | **Review of effectiveness**  **(if applicable)** | **Actual expenditure** |
| 1. |  |  |  | sessions/number:  hours per session:  Total hours: | Number of students with SEN and type:  Number of parents: |  |  | Total charge: |
| 2. |  |  |  | sessions/number:  hours per session:  Total hours: | Number of students with SEN and type:  Number of parents: |  |  | Total charge: |
| 3. |  |  |  | sessions/number:  hours per session:  Total hours: | Number of students with SEN and type:  Number of parents: |  |  | Total charge: |
| 4. |  |  |  | sessions/number:  hours per session:  Total hours: | Number of students with SEN and type:  Number of parents: |  |  | Total charge: |
| 5. |  |  |  | sessions/number:  hours per session:  Total hours: | Number of students with SEN and type:  Number of parents: |  |  | Total charge: |
| **Note: If the school can provide information on the cost (salary + MPF contribution) of employing additional teaching staff or teaching assistants using LSG, please fill in it.** | | | | | | | **Total amount** |  |