

Proposal

Name of School	SKH Chi Fu Chi Nam Primary School
Subject	English Enhancement Course
Course Objectives	<ul style="list-style-type: none">• To facilitate communication amongst students• To encourage students to personalize and use the language contained in the Hong Kong syllabus• To engage students in real life simulation of English language through activities and role plays• To have students utilize relevant language• To expose the students to native English speakers• To build confidence amongst students using English• To assist with students pronunciation and fluency
Course Aims	The course aims to help students to enjoy learning in English and to develop the confidence and skill needed to be able to speak in English inside and outside of the classroom. Students' natural interests will be engaged and maintained through lively topics and a variety of communicative activities. Whilst the lessons will allow practice for all four language skills, special attention will be given to listening and speaking.
Our NETs	EfA recruits NETs both from within Hong Kong and globally. We employ teachers who hold a university degree and an internationally recognized qualification in teaching English as a second language such as the Trinity CertTESOL, Cambridge CELTA or CELTYL. Many of our teachers are graduates of the Trinity CertTESOL course run at our own training centre in Sheung Wan.
Targets and Beneficiaries	P5 students of SKH Chi Fu Chi Nam Primary School All students of SKH Chi Fu Chi Nam Primary School will benefit through daily interaction and feedback from those students participating in the course
Implementation Method	<ul style="list-style-type: none">• A Programme Coordinator will be assigned to oversee and facilitate the smooth running of the course

- A contract detailing the specific arrangements of the course will be prepared by English for Asia
- English for Asia will select approved native-speaking English teachers to conduct the classes and will forward details of his/her experience and qualifications to the school
- English for Asia can provide to the school supply / replacement teacher in case the assigned NET(s) is absent from school or the school is not satisfied with his / her teaching performance.
- English for Asia will provide the following:
 - curriculum overview
 - teacher notes and lesson plans
 - teaching aids
 - audio and visual aids where necessary
 - English for Asia unique student workbooks
- English for Asia will closely monitor teacher performance through observation and provide additional guidance where necessary
- A post-course visit by our Programme Manager to discuss the analysis of the course evaluation will take place

Evaluation Method	Questionnaires to students Comprehensive report on each class as a whole
Class Size	approx. 12 students
No. of Classes	2 classes
Lesson Duration	1 hour per lesson
No. of Sessions	28 sessions
Dates	On Mondays and Fridays Starting from 24 Nov 2014 to end of May 2015
Time	3:30 – 4:30 pm
Hourly Rate	\$660 per hour (based on 1 teaching hour on weekdays)
Total Course Fee	\$660 x 1 hour x 28 sessions = <u>HK\$18,480.00 per class</u> 2 class = <u>HK\$36,960.00</u>
Payment Terms	Course fee: To be paid by the school monthly

Remarks:

1. Standard student books (a maximum of 15 copies per class), printing and delivery are provided for free of charge.
2. If the School wants to have any customised curriculum and materials, EfA is able to provide quality tailor-made courses at a cost-effective rate (see Optional Extra).
3. The fee quoted is based on the available information given by the school, it may be adjusted if any changes are made in the schedule, course requirements, number of teaching hours, number of classes, etc., by the school.
4. English for Asia is entitled to the copyright of this proposal and all supporting documentation including sample materials, course overviews and CVs. Without the written consent of English for Asia, they shall not be distributed to and used by any third parties for whatever purposes other than for consideration of the tender.

(All the terms & condition of this quotation are valid until 31 Oct 2014)



Quotation submitted by
Michael Mok
Programme Manager

Accepted by