

Annex IV

Adjustment of Teacher Relief Grant (TRG) in Aided IMC Schools after Packing of Classes

Components of TRG	Arrangement under packing of classes
Annual Recurrent Cash Grant (TRG-AR)	(a) The amount of TRG-AR will be adjusted according to the revised class organization and teaching staff establishment. (b) If a school has one or more surplus teacher(s) after offsetting the staff-related resources under relevant schemes, it will cease to receive TRG-AR (which is for employment of supply teachers for teachers on leave of less than 30 days) in that school year. Schools may only claim reimbursement of supply teachers if the number of teachers on leave for 3 or more consecutive calendar days at the same time exceeds the number of surplus teachers. (c) When the surplus teacher situation has been rectified, schools should inform their respective Senior School Development Officers for grant adjustment.
Optional Cash Grant (TRG-Opt)	The ceiling of teaching posts that schools can opt to freeze will be 10% of the <u>revised</u> teaching staff establishment. Under the condition that the number of the relevant frozen posts does not exceed the ceiling, in principle: (a) Permanently frozen posts, if any, will not be affected. (b) For posts temporarily frozen, if any, schools are required to amend their applications in accordance with the 10% ceiling of the <u>revised</u> teaching staff establishment, and refund to the EDB any over-payment of the grant. Schools are required to make the necessary adjustment for absorption of the surplus teaching post. Further freezing, despite the existence of surplus teacher(s), is subject to sound justifications.