Orchid Park Secondary School
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19 Dec 2023

Dear Sir / Madam,

Parental Consent for the Purchase of Personal Learning Device ("PLD")

This letter provides important information on the purchase of the PLD for your child/ward as part of the National Digital Literacy Programme ("**NDLP**") and the accompanying applications that the school may be rolling out.

2. The NDLP was launched at MOE's Committee of Supply Debate in March 2020 to help students strengthen their digital literacy. One of the components of the NDLP is the introduction of the Personalised Digital Learning Programme ("**PDLP**") for all secondary school students, whereby every secondary school student will own a school-prescribed PLD. The PLD will be used together with the national e-learning platform – the Singapore Student Learning Space ("**SLS**") – as well as other educational technology to personalise and enhance students' learning. This will also enable students to acquire digital skills and apply these skills as they navigate an increasingly digitalised world.

3. **Purchase of PLD bundle.** The school has arranged for you to purchase the PLD from **Acer Computer (Singapore) Pte Ltd** (Vendor) for your child's/ward's use in school. The Vendor was chosen from an MOE panel of awarded suppliers based on the choice of device determined by the school. The PLD bundle which includes warranty and insurance for purchase by your child/ward will be:

- Model: Acer Chromebook Spin R756TN
- Processor: Intel N100
- Memory (GB): 4GB LPDDR5 RAM (On-Board at factory level)
- Storage (GB): 64GB eMMC
- Enhanced Bundle Warranty: 3-Year Carry-in Warranty
- Enhanced Bundle Insurance: 3-Year Insurance

Upgrade Item(s):
NA

Add-on/Accessories Item(s):
NA

The price of the device bundle (inclusive of GST) is: **S$521.00**

4. **Use of Edusave**. Students who are Singapore citizens can use their Edusave to pay fully or partly for the PLD, after setting aside provision for payment of miscellaneous fees. Parents/Guardians can also choose to pay cash for the PLD. MOE has provided Edusave top-ups of $200 in 2020 to 2022, and $300 in 2023 to all eligible Singaporean students in primary and secondary schools. This is on top of the annual Edusave contribution of $290 for secondary school students and $230 for primary school students.

5. **Financial Assistance**. Subsidies are available for students who require funding support to purchase a PLD. Please note that it is compulsory for all students on the MOE Financial Assistance Scheme (FAS) to use their Edusave to pay for any remaining sums due for the PLD, after subsidies have been granted. Please see the table below for information on the eligibility for the subsidy:

Students eligible for subsidy	Income criteria	How to Apply for Subsidy
Students under MOE FAS	Gross Household Income ("**GHI**") is $3,000 or less, or Per Capita Income ("**PCI**")* is $750 or less	No action required. Automatically subsidised for the PLD.
Students under School-based FAS	**GHI** is $3,800 or less, or **PCI** is $950 or less	Approach the school's General Office to apply for a subsidy.
Students who are currently not under the MOE FAS or School-based FAS	**GHI** is $4,400 or less, or **PCI** is $1,100 or less	Approach the school's General Office to apply for a subsidy.

**** PCI** refers to the GHI divided by the total number of family members in the household.*

6. **IT Applications**. Schools will progressively roll out IT applications that will be vital for students' teaching and learning. These include:

(a) **Student iCON:** Every secondary school student will be provided with access to the Google Suite set of tools, including email address.

(b) **Microsoft Office 365:** Every secondary school student will be able to use Microsoft Office tools that include Word, PowerPoint, and Excel.

(c) **Zoom:** Every secondary school student will be given a free Zoom account with a 40 min time limit for their video conferencing needs.

The school will need to use your child's/ward's full name, Student iCON ID and class to set up user accounts. Schools may also choose to roll out applications other than those listed above.

7. **Device Management Application ("DMA").** A **DMA** will come pre-installed on all PLDs purchased through the school and will be installed on any student-owned devices parents/guardians opt for the student to use in lieu of the PLD, subject to parental/guardian consent. The DMA has 3 main components which will support the use of the PLD in the classroom and safeguard students' cyber wellness:

(a) Classroom Management Service. To help teachers manage students' use of the PLD during lesson time to improve classroom management and support effective teaching and learning.

(b) Mobile Device Management Service. To help update and manage the PLD, protect the PLD from malicious software, and protects students from objectionable internet content.

(c) Usage Management Service. To enable school and/or parents/guardians to better supervise and set helpful limits for students' use of PLD after school.

8. **Cyber wellness**. In rolling out the PLD, parents/guardians may have concerns regarding students'

cyber wellness. The DMA allows the school to manage this by:

(a) collecting data on usage by the student, such as the websites accessed on the PLD,
(b) monitoring, filtering, and limiting the type of websites accessible to the student, and
(c) placing restrictions on students' screen time to prevent cyber addiction.

Please refer to Annexes A, B and C for more details on the functions and features of the DMA, and on the collection and protection of personal data.

9. To proceed with the purchase of the PLD, please fill in the online form at this link: https://go.gov.sg/pdlpadmin by 8 Jan 2023. If you are unable to submit the form online, please contact the school for a hardcopy version.

10. Should there be any further queries or clarification, please email Mr Benedict Tan at benedict_tan@schools.gov.sg .

Thank you.

Yours sincerely,



Mr Daniel Chung
Principal
Orchid Park Secondary School