



ST. GABRIEL'S SECONDARY SCHOOL

24 Serangoon Ave 1
Singapore 556140
Tel: +65 62889470
Fax: +65 62898615
www.stgabrielsssec.moe.edu.sg
Email: stgss@moe.edu.sg

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Dear Sir / Madam,

National Digital Literacy Programme (NDLP)

At MOE's Committee of Supply Debate in March 2020, MOE launched the National Digital Literacy Programme ("NDLP") for our schools and Institutes of Higher Learning 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 Personal Learning Device ("PLD"). This letter provides important information about how you can purchase the PLD for your child/ward as well as about the accompanying applications that the school may be rolling out as part of the NDLP.

Purchase of Personal Learning Device

2. **Overview.** The PLD will be used in tandem 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 made arrangements for you to purchase the PLD from M1 Limited for your child's/ward's use in school. The vendor has been identified based on the choice of device determined by the school from a panel of awarded suppliers established by MOE. The PLD bundle which includes warranty and insurance for purchase by your child/ward will be:

- **Lenovo Chromebook 500e 3rd Gen with 3-year warranty and 3-year insurance**

The price of the device bundle (inclusive of GST) is: **\$S\$582.10**

4. **Use of Edusave.** MOE has provided an Edusave top-ups of \$200 in 2020, 2021 and 2022 to all eligible Singaporean students in primary and secondary schools. This is on top of the annual Edusave contribution of \$290 for secondary students and \$230 for primary students. Students who are Singapore citizens can use their Edusave to pay fully or partly for the PLD, after setting aside provision for payment of 2nd tier miscellaneous fees. Parents/Guardians can also choose to pay cash for the PLD.

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 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 \$4,400 or less, or PCI is \$1,100 or less	Approach the school's General Office to apply for a subsidy.

Students who are currently <u>not</u> 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.
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* **PCI** refers to the GHI divided by the total number of family members in the household.

Software Applications

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 ProPlus:** 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 Zoom free account with 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.** A Device Management Application ("**DMA**") will come pre-installed on all PLDs purchased through the school and will be installed on all student-owned devices 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. This enables teachers to manage the students' use of the PLD during lesson time to improve classroom management and support effective teaching and learning.
- (b) Mobile Device Management Service. This facilitates the updating and managing of the PLD, protects the PLD from malicious software, and protects students from objectionable internet content.
- (c) Usage Management Service. This enables the 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, MOE is aware of 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 in order 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.

For your action by 8 March 2023

9. To proceed with the purchase of the Personal Learning Device (PLD), Authorisation of proxy/your child/ward) to collect the PLD and the Standing Order for Edusave Account (for Singapore citizen):

- For parents with Singpass, to fill in the online form at this link- <https://go.gov.sg/pdlpadmin> or you may scan the QR code on the right to submit the required information by 28 February. (In the event that you are unable to submit the purchase online, please fill in Annex D, E and F and ask your child to submit to the school).
- For parents without Singpass, to complete Annex D, E and F and ask your child to submit to his Form Teacher.



Further Queries

10. You can find out more information regarding the purchase of Personal Learning Device (PLD) on the Sec 1 microsite by scanning the QR code on the right or at school website under the Links for parents and partners.



11. We have made available a list of Frequently Asked Questions (FAQ) on the Sec 1 microsite as well the school website for your reference. You may also refer to page 12 of this letter for the FAQ.

12. Meanwhile should there be any queries or clarification, do send your query to Stgss@moe.edu.sg.

Yours sincerely,

Shawn Lim

Principal, St Gabriel's Secondary School