National Digital Literacy Programme (NDLP)
Briefing for Parents/Guardians of Sec 1 Students
15 Jan 2022

National Digital Literacy Programme (NDLP) Briefing for Parents/Guardians

I believe I can inspire and influence my students, have a positive impact on their growth during the formative years.

Mr Pang Tiangui Desmond
HOD/ICT

I believe in sparking curiosity in students' hearts and minds. Curiosity that inspires a deeper love for people and knowledge.

Mr Chin Pin Chuen Brandon
SH/Digital Learning

YCKSS Digital Education Programme

Choice of iPad as the Personal Learning Device

Device & Funding Information

Responsible Use of Devices

Administrative Information

Frequently Asked Questions

National Digital Literacy Programme (NDLP)

- **Digital technology is becoming increasingly pervasive in jobs, workplaces and society.**

- The NDLP was launched in March 2020 to **make digital learning inclusive** by **equipping students with the digital literacies** to be future-ready.

National Digital Literacy Programme (NDLP)

Under the Secondary and JC Levels

Enhancing computational thinking skills

- Mathematics curriculum to help develop and deepen computational thinking skills at secondary levels

Personal Learning Device (PLD)

- To enhance teaching and learning through e-pedagogy and personalised students' learning, every secondary school student will be equipped with a personal learning device by 2021.

Personalised Digital Learning Programme (PDLP)

More schools offering Computing

- To create a stronger computing talent pipeline and provide more opportunities for interested students, more schools will offer O-Level and A-Level Computing.

Intended Outcomes of a Personalised Learning Environment

The use of the Personal Learning Device for teaching and learning aims to:

Support the Development of Digital Literacies

Support self-directed and collaborative learning

Enhance Teaching and Learning

National Digital Literacy Programme (NDLP)

- **The NDLP aims to equip our students with Digital Literacies.**

- Digital Literacies better enable our students, at different stages of their education journey, to acquire the digital skills required to navigate the digital age through four mutually reinforcing components in the **'Find, Think, Apply and Create'** framework.

- At YCKSS, we have a customised **Digital Education Programme.**.

Learning with a
Personal Learning Device:

YCKSS Digital Education Programme

YCKSS Digital Education Programme

Vision

Self-Directed & Innovative Digital Learners, Responsible Digital Citizens

Mission

To grow the digital capacity of staff and students and support them to embrace technology in seizing richer opportunities for learning, living, working and playing.

YCKSS Digital Education Framework

5Cs DIGITAL LITERACIES

- **Curation:** access, collate and analyse digital information

- **Communication and collaboration:** communicate, learn and collaborate through a digital media

- **Creation:** innovate and create products/content using digital tools

- **Computational thinking:** investigate and solve problems systematically

Students' Digital Literacy Training

Effective Searching & Information Curation Skills

Technical Skills in Apple Apps & Google Suite

Calendar Management & Scheduling Skills

Care of Device & Digital Wellness

Professional Development for Teachers

Showbie

Accessibility Tools

Basic iPad Features for T&L

Keynote

Clips

Visual Note-taking
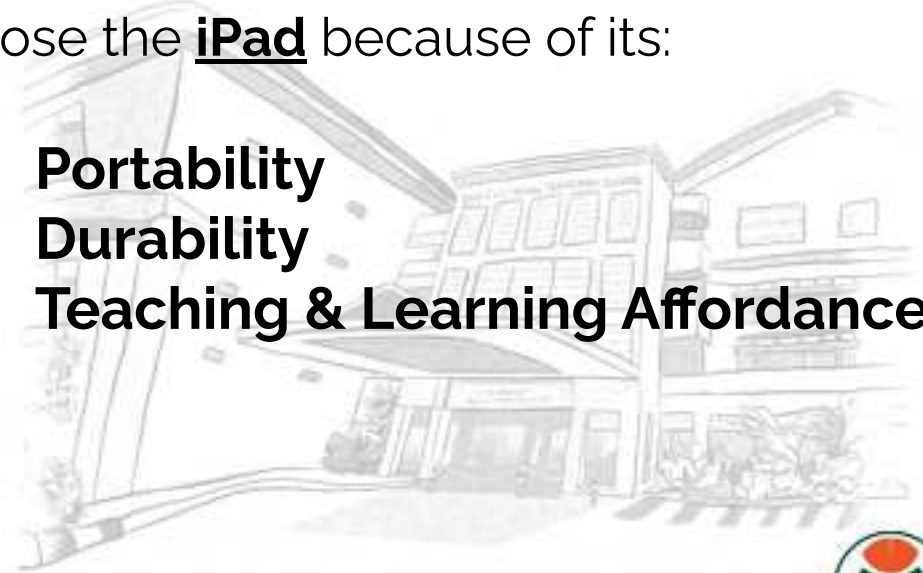
Creating GIFs

Learning Routines

Apple Classroom

Selection of Personal Learning Device

The school did a comprehensive evaluation of the devices offered and chose the **iPad** because of its:

- **Portability**
- **Durability**
- **Teaching & Learning Affordance**

Discovering the basic features …

Analysing the slow motion of a Frisbee throw …

Crafting a poem review by capturing perspectives …
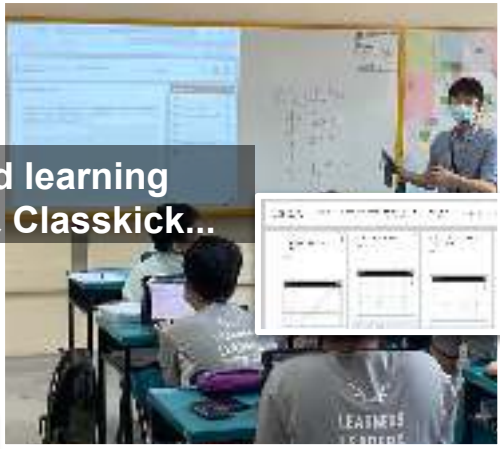
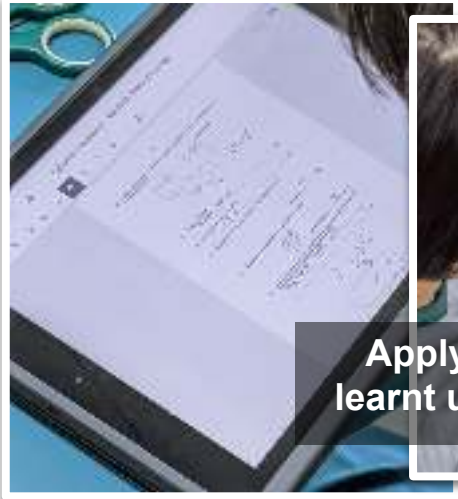Note-sketching using the Apple Pencil …

Collaboration in action!

Self-directed learning through SLS & Classkick...

Constructing knowledge with student autonomy (Clips / Sketches Pro / Notes)...

Peer feedback through an e-Gallery walk using G-Suite...

Applying knowledge learnt using Classkick...

Home-Based Learning (HBL) Days

- Objective: Nurture self-directed and independent learning in our students. This is in line with MOE's Learn for Life movement.

- Tapping on the affordances of the NDLP, HBL Days are held on a fortnightly basis for students of all levels.

- To further reinforce the need for blended learning to complement our Teaching & Learning practices, the timetable for the HBL Day has been incorporated in the curriculum's timetable.

Asynchronous Learning

What will HBL Days be like in 2022?

- HBL Days will be held on **Even Week Fridays.**

- **All levels** will participate in HBL Day in Semester 1.

- **<u>Asynchronous lessons (online / offline learning at students' own pace)</u>** will be conducted by default to give students time and space to develop self-management skills for independent learning.

- <u>No live lessons</u> will be conducted for HBL Days, except for Form Teacher Time (FTT).

- Students are <u>familiarised with SLS and have tested their log-in details</u> (e.g. username, password) prior to the first HBL Day.

Dates of HBL Days in Semester 1 (2022)

Term / Week	Term 1	Term 2
Week 2	**14 Jan**	1 Apr
Week 4	28 Jan	No HBL Day on 15 Apr *(Public Holiday - Good Friday)*
Week 6	11 Feb	29 April *(Sec 4 & 5 - last HBL Day)*
Week 8	25 Feb	13 May *(Sec 1 - 3s only)*
Week 10	11 Mar	No HBL Day on 27 May *(Parent-Teacher Conference)*

Note: HBL Days will be held on **Even Fridays**

HBL Day Timetable

- Students will follow the HBL Day timetable reflected in the class timetable (refer to Even Friday).

Sample of HBL Day timetable:

	7:30 8:00 (0)	8:00 8:35 (1)	8:35 9:10 (2)	9:10 9:45 (3)	9:45 10:20 (4)	10:20 10:55 (5)	10:55 11:30 (6)	11:30 12:05 (7)	12:05 12:40 (8)
Even Fri (HBL)	HBL DAY FTT	SS	10-min BREAK	EL	10-min BREAK	AMATH / POA / GEO (PURE)	10-min BREAK	PE	10-min BREAK

FTT (Live Lesson via Zoom):
- FTs will be checking-in on students' attendance & well-being.

4 subjects per day
- 1 hour per subject (incl. completion of assignments)
- 10-min break in between lessons

HBL Assignment Plan

- Instructions for students will be collated using the HBL Assignment Plan.

- HBL **Assignment Plan (AP)** will be disseminated on **Even Thursdays, 3pm** via:
  - WhatsApp Group Chat (announcement on AP) by FTs
  - SLS announcement

- Read the instructions carefully (e.g. title / date of SLS lesson packages, digital platforms and tools used, preparation required).

- Technical support contact details are available on the landing page of the Assignment Plan.

Enter the FTT live lesson 5 min before & do not forward this link to others not from the

Complete the SLS / HBL activities for each lesson.

HBL Routines

Refer to the
HBL class timetable

Check-in with your Form Teachers for your attendance and well-being.

Refer to the
**HBL Assignment Plan** for HBL instructions

Attempt all HBL assignments based on the recommended timings.

Take 10-min breaks after every an-hour of screen time

Student-Initiated Learning (SIL)

- Objective: Enable students to exercise agency and explore their interests and passions through HBL Days.

- This year, our Sec 2 students will be embarking on the SIL initiative to further inculcate self-directed learning. Students from the other levels will be gradually introduced to SIL from 2023.

Student-Initiated Learning (SIL) - Sample of Students' Work

Session 1 (Learning to Bake)	Session 2 (Cookies with Less Sugar)	Session 3 (Oreo Cookies)	Session 4 (Baking Bread)
Forgot to take picture before putting in the airfyer 😊 Second batch!	Less sweet version Tried the less sweet version and it tastec great!	Decided to try oreo cookie today!!	Went to my mom's aunt house and made bread!

Session 1 (Learning Korean: Google Translate)	Session 2 (Korean Vocab via Youtube)	Session 3 (Korean Vocab via Youtube)	Session 4 (Korean Vocab via Youtube)
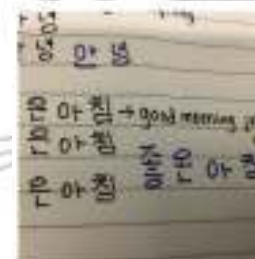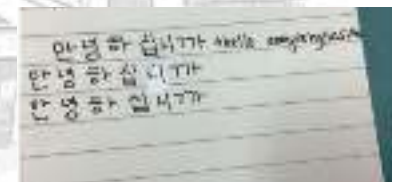
Technology Support Centre & Media Studio

Technology Support Centre & Media Studio

Ensuring a Conducive & Safe Learning Environment

Individual Lockers for Students

Effective safekeeping of PLDs & mobile phones

Apple TV in all classrooms

Seamless wireless projection from iPads

Device and Funding Information

Selected Device

The school will be using the

Apple iPad (9th Generation) - WiFi

New 2021 Version

- Processor: A13 Bionic Chip with Neural Engine
- Display: 10.2" Retina Display,
            2160 x 1620 Resolution
- Storage: **64GB**

Total cost with GST:

$842.00

The device bundle includes:

- Apple iPad (64GB WiFi)
- Apple Pencil (1st Generation)
- Ruggedised cover cum keyboard
- 3-Year Insurance and Warranty

Warranty & Insurance Coverage

The bundle includes **3-year AppleCare+ Warranty and 3-year Insurance**, which includes:

Insurance Coverage	Claimable
• Fire • Lightning • Power Surges • Accidental Damage e.g water spillage, drop, etc. • Theft due to forcible entry • Robbery * Accidental loss will not be covered by insurance.	2 repairs or 1 replacement (3-year insurance)

Funding Support for Singapore Citizen (SC) Students

- **The cost of the device bundle can be paid using your child's Edusave account,** after setting aside provision for payment of second-tier miscellaneous fees.

- To ensure the affordability of devices, **there was a one-time Edusave top-up of $200 in April 2020** to all Singaporean primary & secondary school students to support the purchase of the device.

- This was on top of the annual Edusave contribution of S$290 for secondary school students and S$230 for primary school students.

Funding Support for Singapore Citizen (SC) Students

- For students on **MOE-FAS**, subsidies are available even if there is insufficient Edusave balance. The cash out-of-pocket will be $0.

- Subsidies will be provided for students on **non-MOE FAS and SC** who need support, particularly those whose *Gross Household Income (GHI) is below $4,000* or *Per Capita Income (PCI)# is below $1,000*.

- Application form can be collected from the General Office.

#PCI is GHI divided by the number of household members.

Funding Scenario: Student A (SC)

**10.2" iPad (WiFi)
(2021 9th Gen)
$842.00**

Student A (Not Eligible for Subsidy) GHI > $4,000 or PCI > $1,000	
Device Bundle Cost	**$842.00**
Available Edusave Balance *(After setting aside for 2nd-tier misc fees)*	**($800.00 before deduction) $800.00 will be deducted**
Cash Out-of-pocket	**$42.00**

For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.

Funding Scenario: Student B (SC)

10.2" iPad (WiFi) (2021 9th Gen) $842.00

Student B (SC on MOE FAS) GHI ≤ $2,750 or PCI ≤ $690	
Device Bundle Cost	**$842.00**
Student Subsidy	**$350.00**
Available Edusave Balance *(After setting aside for 2nd-tier misc fees)*	**($800.00 before deduction)** **$492.00 will be deducted**
Cash Out-of-pocket	**$0.00**

For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.

Funding Scenario: Student C (SC)

10.2" iPad (WiFi) (2021 9th Gen) $842.00

Student C (Non MOE-FAS SC from lower income families)
$2,750 < GHI ≤ $4,000 or $690 < PCI ≤ $1,000

Device Bundle Cost	**$842.00**
Student Subsidy	**$200.00**
Available Edusave Balance *(After setting aside for 2nd-tier misc fees)*	**($800.00 before deduction)** **$642.00** will be deducted

Cash Out-of-pocket	**$0.00**

For more details on financial assistance, please approach the school.
Each student would receive a personalised bill subsequently.

Responsible Use of Devices
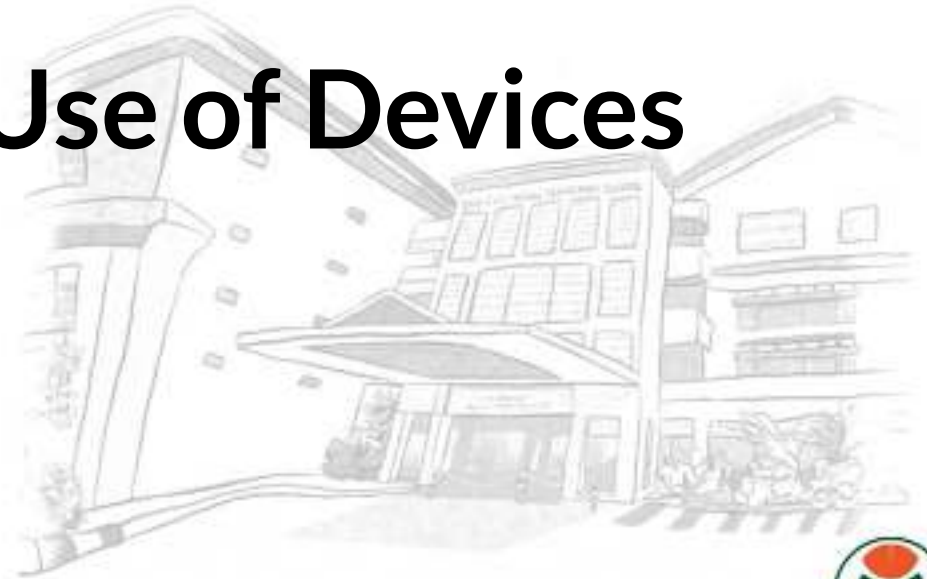
Supporting Students in the Responsible Use of the Devices

The school has in place measures **to enable a safe and seamless learning environment for students.** The role of the parent is also key in partnering the school to support your child.

A. Educating students on Cyber Wellness	B. Device Management Application (DMA)	C. YCKSS Digital Wellness Policy (DWP), Acceptable Use Policy (AUP) & Learning Routines

Cyber Wellness Education

A. Educating students on Cyber Wellness

MOE has made significant changes to the Character and Citizenship Education. Cyber Wellness lessons will feature significantly in the CCE2021 lessons.

Topics covered in the Cyber Wellness lessons include:
- Cyber Use
- Cyber Identity
- Cyber Relationships
- Cyber Citizenship
- Cyber Ethics

Cyber Wellness Education

The school also has strategies to enable school-wide implementation of CCE including:

Promoting a Peer Support Culture

Annual Cyber Wellness Week

Empowering students as Cyber Wellness Ambassadors

Intervention structures and programmes

Cyber Wellness Education

As parents, you can also play a part.

- **Model good digital habits** for your child.

- Have **conversations** with your child about safe and responsible use of technology *(e.g. not revealing too much personal information online including places they frequent)*

- Set **ground rules** for internet use *(e.g. family contract - no devices during meals)*

- **Navigate the internet together** to understand their usage *(e.g. researching on their hobbies / interests together)*

- Affirm your child for practising healthy digital habits *(e.g. exercising self-control)*

Online Resources for Parents

Telegram Channel by TOUCH	Provides updates on family- and digital wellness- related news and articles, as well as information on future workshops and relevant activities. Join at: https://t.me/TCSPSP
Infocomm Media Development Agency	Contains tips and information on staying well and safe online. https://www.imda.gov.sg/digitalforlife/Digitalwellness
Cyberlite Books	Learn how digital citizenship, cyber safety, and digital wellness to can help to establish healthy relationships with technology. https://www.cyberlitebooks.com/digital-wellbeing
Media Literacy Council	Contains guidebooks, tip sheets and videos on digital parenting. https://www.betterinternet.sg/Resources https://www.youtube.com/user/MLCSingapore/videos

Supporting Students in the Responsible Use of the Devices

B. Device Management Application

- Device management application (DMA) software will be installed on your child's device to provide a safe learning experience for your child, and to prevent misuse of the device.

- The DMA will be **funded by MOE** and will be **uninstalled** from the device **when the child graduates/ leaves the school.**

*Installation of the DMA will be performed after the collection of the device. Students will be guided on the installation.

YCKSS DMA Schedule

Time	DMA Setting
School Hours Monday to Friday, 6.00am to 6.00pm	All PLDs will be set to **school's default settings** • Standardised home screen • Only school-specified apps are accessible
After-School Hours Monday to Friday, 6.00pm to 10.00pm Saturday & Sunday, 6.00am to 10.00pm	**Default Option:** Continue with school's default settings **Option A:** Parents can adjust parameters in the Parent Portal. They can also make the App Store available to their child. **Option B:** No DMA control. Students can download and use any apps, and visit any websites.
Sleep Hours Monday to Sunday, 10.00pm to 6.00am	**Default Option:** PLDs will be locked and cannot be used. **Option A:** Parents can adjust the sleep hours (earlier or later). **Option B:** No sleep hours. PLD can be used 24/7.

C. Digital Wellness Policy (DWP)

- Parents could refer to the DWP when helping to manage your child's use of digital devices and platforms.

- The policy will help your child to **understand digital wellness matters** and to **enable a conducive learning environment**.

- The DWP can be found in the Digital Student Handbook on the School Website.

C. Acceptable Use Policy (AUP)

The AUP sets out the rules and regulations that govern the use of PLD by students. This policy will serve to ensure the **safe and secure use** of the device, and facilitate **effective learning with technology**.

The AUP can be found in the Digital Student Handbook on the School Website.
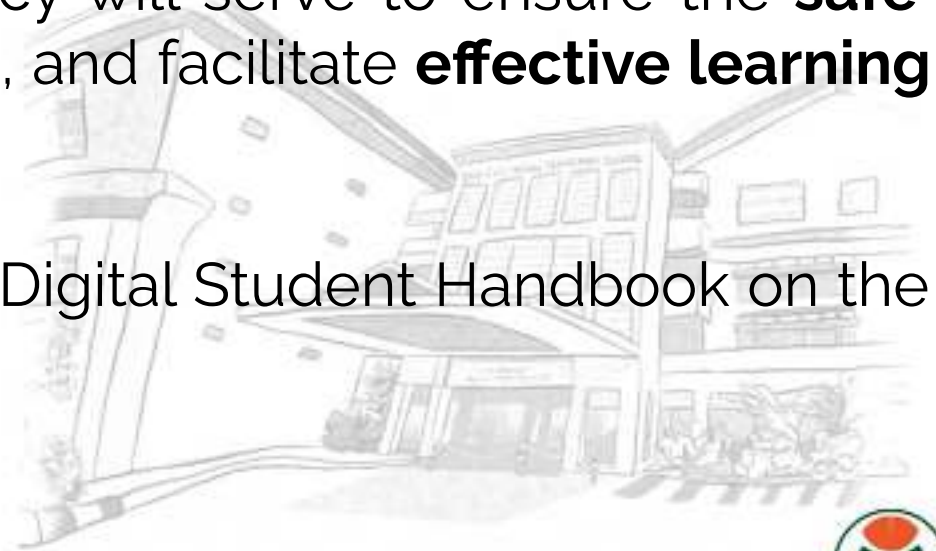
C. Learning Routines

- Students are to adhere to the **3Ps Learning Routines**.

- The posters are printed in A3 and placed on the noticeboard in all classrooms.

Students' Learning Routines
- for the use of Personal Learning Devices (PLDs)

Place
- Place mobile phone in the locker during curriculum time.
- Place PLD in the locker when not in use to keep it safe.
- Place fully charged PLD in the school bag before coming to school everyday.

Practise
- Practise discipline by paying attention to the teacher when the PLD is not in use.
- Practise responsibility by using the PLD for learning, not playing.
- Practise respect for others by displaying prosocial behaviours online and offline.

Protect
- Protect the PLD by using a strong password and not sharing it with others.
- Protect self and others by reporting cyberbullying to teachers promptly.
- Ask: Protect copyrighted materials by asking for permission from the owners before use.

What's Next

What's Next

For Singapore Citizens

Time Frame	Activity
By 28 Jan 2022 (Fri)	**Via Parents Gateway (https://go.gov.sg/pdlpadmin)** ● **Parental Consent for Purchase and Edusave Withdrawal** ● **Authorisation Form for Device Collection** **Submission of hardcopy form to General Office** ● **Subsidy Application Form (if applicable)**
Feb 2022	● **Balance payment via Giro/PayNow/Cheque/Cash (Based on the current school bill payment mode)**
Mar/Apr 2022 (Tentative)	**Collection of Devices by Students in School**

What's Next

For Permanent Residents (PR) / International Students (IS)

Time Frame	Activity
By 28 Jan 2022 (Fri)	**Via Parents Gateway (https://go.gov.sg/pdlpadmin)** ● **Parental Consent for Purchase** ● **Authorisation Form for Device Collection** **Submission of hardcopy form to General Office** ● **Subsidy Application Form (if applicable)**
Feb 2022	● **Payment via Giro/PayNow/Cheque/Cash (Based on the current school bill payment mode)**
Mar/Apr 2022 (Tentative)	**Collection of Devices by Students in School**

Collection of Devices in School

Your child/ward will be collecting his/her device in **Mar/Apr 2022 tentatively.**

- The school will arrange for the devices to be collected by students in school.
- Students will be guided through the device check, initial setup and basic operations.
- Please **authorise your child/ward to collect the device** by submitting the online 'Authorisation Form'.

Purchase Matters

Frequently Asked Questions

Q: My child has an existing iPad. Can students use it as a PLD?

- Students who do not wish to purchase a device because they already have their own device will have to **check with the school to ascertain that it meets the schools' learning requirements.**

- Students are advised to purchase key accessories to better facilitate learning (i.e. cover cum keyboard, Apple Pencil).

- These existing devices must also be installed with a Device Management Application (DMA) software to manage the student's access and usage.

Frequently Asked Questions

Q: I recently purchased a laptop for my child due to Home-Based Learning in primary school. Can my child use the laptop instead?

- Uniformity of systems and software would ensure a smooth learning experience for everyone in the classroom.

- All students are required to have an iPad or similar device.

Finance Matters

Frequently Asked Questions

Q: Since there will be no cash out-of-pocket cost for MOE FAS students, do students still need to submit the applications forms?

- Yes, all parents have to submit the online consent to purchase the device.

- For MOE FAS students, the cost will be subsidised by MOE and the balance can be paid using Edusave. As such, the cash outlay is $0.

DMA Matters

Frequently Asked Questions

- The school will uninstall the DMA from the devices upon students' graduation, and students will have full control and personal ownership over their devices afterwards.

- If the student's device needs to be installed with DMA in JC/MI, it can be reinstated.

Frequently Asked Questions

Q: Is there a tracking app in the DMA in the event the device is misplaced or stolen?

- To protect the privacy of students, the tracking function on the iPad will be disabled centrally by MOE.

- Through the DMA, schools will only be able to remotely deploy learning applications and security patches, enable teachers to monitor and control the students' screens in the classroom, restrict apps and websites accessible, as well as limit screen time.

Important Contacts/ Helplines

To access/find out more about...	Contact/Helpline
Edusave Balance ● MOE Hotline	6260 0777
Financial & subsidy matters: ● Ms Zama Bte Adim (Admin Executive)	6456 0669 (ext. 103)
Programme matters ● Mr Desmond Pang (HOD ICT) ● Mr Brandon Chin (SH Digital Learning)	6456 0669 (ext. 115) 6456 0669 (ext. 136)
This deck of slides	https://yiochukangsec.moe.edu.sg/our-curriculum/non-academic-programmes/digital-education