



# Sir Ellis Kadoorie (S) Primary School

9 Eastern Hospital Road, Sookunpo, Hong Kong

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3<sup>rd</sup> February, 2021

Notice 58 /20-21

To parents and guardians,

## **Community Care Fund (CCF) Assistance Programme Provision of Subsidy for Purchasing Mobile Computer Devices- Price List and Order Details**

Referring to Circular (23) Community Care Fund (CCF) Assistance Programme Provision of Subsidy for Purchasing Mobile Computer Devices, our school has completed the procurement process and will purchase mobile computers for students participating in this programme. Benefitting students must purchase all the below items (**Mobile Device Package**) through our school. After the procurement process, the school will entrust “Senco Masslink Technology Ltd.” as the supplier. The price list and order details are as follows:

### **A. Price list**

Mobile Device Package	Prices of the supplier		
Apple iPad WIFI 128GB (Space Gray)	\$ 3,229		
Apple Pencil (1st generation)	\$ 698		
Screen protector	Bundled		
Device protective cover with pen slot (Black)	Bundled		
3-year Warranty	\$ 358		
MDM system *All devices are required to install MDM for educational app management	P.6 students: \$72 (1 year)	P.5 students: \$142 (2 years)	P.1-P.4 students: \$198 (3 years)
Total price from supplier	\$ 4357	\$ 4427	\$ 4483
<b>Textbook half grant students</b> (with proof of eligibility of 20/21 school year) need to pay	<b>\$ 1987</b>	<b>\$ 2057</b>	<b>\$ 2113</b>
<b>CSSA or textbook full grant students</b> (with proof of eligibility of 20/21 school year) need to pay	<b>\$ 0</b>		

### **B. Order Details**

Parents must fill in the eClass reply slip to order the Mobile Device Package through school. Arrangement for collecting copy of the proof of eligibility and payment (if applicable) is as follows:

Date:	5/2/2021 (Friday)
Time:	2:00 p.m. – 5:00 p.m.
Venue:	School Office
Remarks:	<p>Parents are requested to submit</p> <p>1. <b>a copy of the proof of eligibility for the 20/21 school year</b> (e.g. Result Notification Letter, Certificate for Medical Waivers). <b><u>Otherwise, no subsidies will be provided.</u></b></p> <p>2. <b>the relevant payment, cash or cheque payable to “Sir Ellis Kadoorie(S)Primary School”</b> (For students receiving the 2020/21 half grant of the School Textbook Assistance Scheme only):</p> <p><b>P.1-4 students: \$ 2113 / P.5 students: \$ 2057 / P.6 students: \$ 1987</b></p>

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**Our Vision:** Develop fully pupils' potentials  
Equip them with life-long learning skills  
Help them integrate into local community  
Develop a global outlook

**Our Mission:** It is our mission to provide a positive learning environment that enhances each child's opportunity to learn and to develop through educational programme which recognizes the need for growth in moral, intellectual, physical, social and athletic skills, knowledge and attitude.



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### C. Notes:

1. The ordered mobile computer devices and related accessories **will be delivered in May** at the earliest.
2. Only one device can be purchased by each student.
3. When a student beneficiary is promoted to a secondary school or has changed to a new school using a different device and the original device could not meet the learning needs of the new school, the beneficiary can then be provided an additional subsidy for purchasing a new device. In such a case, the student concerned is required to return the used device to the original school that may then use the device for teaching or loan it to other needy students transferred in during the school year.

Please be informed that all applications for the subsidy programme and order of mobile device will be treated as abandoned if parent(s) do not reply on or before **5<sup>th</sup> February 2021**.

**\*\*Late submission will not be accepted\*\***

Thank you for your attention.

Headmistress  
Ms YU Hing-yin

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## Reply Slip

Notice 58 /2020-2021

### Community Care Fund (CCF) Assistance Programme Provision of Subsidy for Purchasing Mobile Computer Devices- Price List and Order Details

Please put a "✓" in ( ).

Date: \_\_\_\_\_

To: Headmistress,

I have read the School Notice 58 dated 3<sup>rd</sup> February, 2021 and I hereby declare that the information provided is accurate.

1. My child will comply with the school's **Acceptable Use Policy (AUP) for students** (Please refer to the attachment) on using mobile computer device.
2. I will encourage my child to use mobile computer devices properly for learning at home, including be aware of the internet safety, eye care and appropriate allocation of time for working and rest, as well as comply with relevant ethical and legal requirements.

#### **Part I**

My child and I

( ) **do not** want to order the mobile computer package. (No need to fill in Part II)

( ) **will order** the mobile computer package. **A copy of the documentary proof of eligibility** (e.g. Notification Letter) will be submitted on **5<sup>th</sup> February, 2021** to prove eligibility of my child. (Please fill in Part II & Part III)

#### **Part II**

I agree to the school applying for the above subsidy scheme on behalf of my child and submit required personal data to the Education Bureau for the relevant procedures. I am now

( ) receiving the **Comprehensive Social Security Assistance (CSSA)**. I **do not need to pay** for the mobile computer package.

( ) receiving the **2020/21 full grant** of the School Textbook Assistance Scheme. I **do not need to pay** for the mobile computer package.

( ) receiving the **2020/21 half grant** of the School Textbook Assistance Scheme. I **will pay the relevant payment** for the mobile computer package on **5<sup>th</sup> February, 2021**.

#### **Part III**

I understand that each eligible student can only receive the (CCF) Assistance Programme Provision of Subsidy for Purchasing Mobile Computer Devices funding once under normal circumstances. I hereby declare, my child:

( ) is participating the programme and it is his/her **FIRST** time applying.

( ) is participating the programme and it is his/her **SECOND** time applying.

**Pupil's Name:** \_\_\_\_\_ ( ) **Class:** \_\_\_\_\_

**Parent/ Guardian's signature:** \_\_\_\_\_

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**Sir Ellis Kadoorie (S) Primary School  
BYOD – BRING YOUR OWN DEVICE  
Acceptable Use Policy (AUP) for students**

<b>Attachment</b>
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As new and emerging technologies continue to change the world we live in, they provide an opportunity for many unique and positive educational benefits to the classroom. Therefore, Sir Ellis Kadoorie (S) Primary School has decided to implement a Bring Your Own Device (BYOD) Policy. It is important that students and parents are familiar with the terms under which these devices can be used within Sir Ellis Kadoorie (S) Primary School.

**Definitions used:**

1. Devices refer to Sir Ellis Kadoorie (S) Primary School approved iPads, notebook computers or any similar products.
2. The acronym BYOD stands for “Bring Your Own Device”. Students will be allowed to bring in their own devices to be used in classrooms under the direct supervision of their teachers.

**Filtering and Monitoring:**

1. Sir Ellis Kadoorie (S) Primary School filters contents for student access to the Internet. However at times, inappropriate material may get past the filters and be viewed by the student. Students should report the occurrence to their teachers or the IT department. Students will be held accountable for any deliberate attempt to bypass the district filters and security.
2. Access through the wireless network may be monitored and/or recorded for the purposes of network security and student safety.
3. All devices must be registered with Sir Ellis Kadoorie (S) Primary School IT department. Sir Ellis Kadoorie (S) Primary School reserves the right to monitor, inspect, access and review all devices, which includes but not limited to personal emails and Internet access.

**Security:**

A label from IT department with student ID will be stuck to the back of the registered device. These labels are **NOT** to be removed or modified. If they become damaged or missing, students can contact technical support for replacement. All devices must be stored in locked lockers when not in use.

**Charging:**

Students are responsible for the maintenance and charging of the battery of their devices. To ensure productivity, students are expected to come to school every day with a fully charged battery.

## **Guidelines**

Below are guidelines for students using their personal devices around school campus.

1. Students can only use School approved devices under teachers' supervision or with their approval.
2. Students can use their devices for educational purposes only.
3. Students can only use School approved applications or programs on their devices.
4. Students can only email or communicate with others through their devices on school campus with teachers' permission. Students are prohibited to make contact with any person via social media during school hours – this includes contacting parents, other students or people outside School.
5. Students can only access the Internet via Sir Ellis Kadoorie (S) Primary School's wireless network and not their private mobile networks (e.g. 3G/4G/5G). Students are allowed to use devices which support Wi-Fi only.
6. Sir Ellis Kadoorie (S) Primary School is not liable for any loss, damage, or thievery of devices brought to school.
7. Sir Ellis Kadoorie (S) Primary School reserves the rights to censor websites which are not educational.
8. Students can only listen to audio files with teachers' permission on school campus with in-ear headphones. The volume should be kept at a level that doesn't disrupt others.
9. Students must comply with copyright laws.
10. Any gaming devices or consoles are considered as forbidden articles.
11. Students are prohibited from photo-taking or video/voice recordings without their teachers' permission. The violation of such policy will result in suspension the use of the devices.
12. Students cannot use their device for inappropriate communications. These include but are not limited to the following: harassing, bullying, threatening, personal attack, obscene, vulgar language or images that may cause damage to an individual or the school.
13. Students are prohibited from modifying their devices illegally.
14. Students are prohibited from removing any MDM certificates installed in their devices.
15. Students should never share username and passwords with other students or staff.

### **Consequences for Violations:**

1. Bringing your own device is a privilege and not a right. Students who do not observe the guidelines will face disciplinary action and lose the privilege to utilize their devices for a period of time.
2. If reasonable belief exists that the student has violated the terms of this agreement, or other school policy, the student's device may be inspected and/or confiscated.
3. Any student violating the terms of this agreement would receive punishment(s) including warnings, demerit(s), and/ or forfeiture of the rights to bring their devices to school.
4. Sir Ellis Kadoorie (S) Primary School reserves the right to impose higher level sanctions at any time depending on the nature of the violation.

**\*This document will be reviewed and/or amended from time to time. Student will be informed of any future changes.**

-End-