



# Radin Mas Primary School

A School Where All Work Hard, Play Hard and Make A Mark

## SEP 2017 - Notification for Parents and Guardians

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### A. THE WEEKS AHEAD

Date	Event Description
Fri, 15.09.2017	PSLE* Listening Comprehension Home-Based Learning (For P1 – P5 Students) <i>(Note: All P1 – P5 Students Stay At Home. Please refer to Item D of August 2017 Notification for details.)</i>
Thu, 28.09.2017 – Wed, 04.10.2017	PSLE*
Thu, 05.10.2017	Children's Day Celebration Mini Olympics (for P1 – P2 Students)
Fri, 06.10.2017	School Holiday – Children's Day

\* PSLE - Primary School Leaving Examination

### B. MINI OLYMPICS

(Mr Aaron Koh SM, HOD PE/ CCA/ Aes)

This year we will be conducting our annual Mini Olympics as part of Children's Day Celebration on Thu, 05.10.2017. Our P1 and P2 students will be competing in the Mini Olympics, at the Parade Square, during curriculum time. Their respective Form Teacher/ Mother Tongue Teacher will be participating in some of the games together with them to foster teacher-student relationship.

Students should come to school in their PE attire on that day. They may also come to school in their track shoes if they choose to do so. For proper hydration, they should also bring a water bottle each.

### C. PERSONALISED LEARNING THROUGH MULTI-DISCIPLINARY PROJECT WORK (PL-MDPW) (For P6 Students)

(Mdm Malar VG, YH UP)

RMPS embarked on Personalised Learning through MDPW to better engage students and enhance their learning through Self-Directed Learning (SDL) and Collaborative Learning (CoL) activities. In October, the P6 students will be involved in an exciting time of personalized learning in a theme of their choice. We are writing to seek your support and participation in facilitating the week-long MDPW programme.

Parent Facilitators will:

- provide consultation to the students on how to search for appropriate information online,
- guide the students to do a presentation on their preferred theme and
- be in school according to the following schedule during the PL- MDPW week:

Primary 6																									
	0800	0815	0830	0845	0900	0915	0930	0945	1000	1015	1030	1045	1100	1115	1130	1145	1200	1215	1230	1245	1300	1315	1330	1345	1400
Mon 09.10.2017	Report at 8.45 am			Session 1								Recess		Session 2											
Tue 10.10.2017	Session 1				Break				Recess		Session 2														
Wed 11.10.2017	Session 1				Break				Recess		Break		Session 2												
Thur 12.10.2017	Report at 9.15 am			Session 1								Recess		Session 2											
Fri 13.10.2017	Setting up				Recess		Celebration of Learning								Debrief										



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If you are able to embark on this exciting journey with RMPS teachers and students as a Parent Facilitator, please complete your response under 'Forms/ Letters' in SNAAPP, by Wed, 20.09.2017. For non-SNAPP users, please fill in the attached Response Slip and submit the hard copy to your children's/ wards' Form Teachers by the same date.

The schedule for the briefing session for parent facilitators is as follows:

Level	Date	Time	Venue
P6	Wed, 04.10.2017	7.00 pm – 8.00 pm#	PAL Room#

**D. BRING YOUR OWN DEVICE (BYOD) INITIATIVE** *(For P6 Students)*  
*(Miss S Thivyaa T, HOD ICT)*

BYOD aims to create a 21<sup>st</sup> century learning environment in which students will be provided with equitable access to technology for them to become self-directed learners and collaborative team players. In addition, they will also learn how to handle computing devices in a productive and responsible manner. RMPS implemented BYOD at P4 and P5 successfully in 2015. Many students brought their own authorized technology devices and had an exciting time of engaged learning with their friends during the MDPW week.

Once again, we ask for parents' support in allowing P6 students to bring their own authorised technology devices to school to enhance learning in the classroom during their MDPW Week in Term 4, Week 5.

**Specifications of Authorized Technology Devices**

Laptops, netbooks, eReaders, iPads and android tablets with either Windows or Apple operating systems are permitted on the school's network. The device should have a minimum display screen size of 7.9 inches (diagonal).



In order to connect to the RMPS Segregated Wireless Network (SWN), the device must meet the prerequisite requirements stated in the table below.


<b>Operating System</b>	Windows Vista / 7 / 8, Apple MacOS, Apple IOS or Android
<b>Updated Web Browser</b>	Internet Explorer (Version 9 or newer), Firefox (Version 15 or newer) and/ or Google Chrome. All of these web browsers can be downloaded free of charge.
<b>Software Applications</b>	Microsoft Office 2007 or newer with Microsoft Word, Microsoft Excel and Microsoft PowerPoint

Please ensure that all technology devices are fully charged so that battery life will not affect proper operation during the school day

Prepared By:

  
Mdm S Hidayatun Nisaa  
Administration Manager

Endorsed By:

  
Mrs Wong Siew Shan  
Principal

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PERSONALISED LEARNING THROUGH MULTI-DISCIPLINARY PROJECT WORK (MDPW)  
RESPONSE SLIP

(For non-SNAAPP users, please submit the completed Response Slip to your children's/ wards' Form Teachers  
by Wed, 20.09.2017)

I am able to volunteer as a Parent Facilitator for the Personalised Learning through MDPW  
programme at P6 (From: 09.10.2017 to 13.10.2017)

Name of Child: \_\_\_\_\_ Class: \_\_\_\_\_  
Name of Parent: \_\_\_\_\_ Contact No: \_\_\_\_\_

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BRING YOUR OWN DEVICE (BYOD) INITIATIVE  
RESPONSE SLIP

(For non-SNAAPP users, please submit the completed Response Slip to your children's/ wards' Form Teachers  
by Wed, 20.09.2017)

I have read and will educate my child/ward to adhere to the RMPS Acceptable Use Policy for BYOD.  
Please indicate with a ✓ accordingly:

- My child/ ward will be bringing his/ her technology device to school, for use during the  
MDPW week.
- My child/ ward will not be bringing his/ her technology device to school, for use during the  
MDPW week.

Name of Child: \_\_\_\_\_ Class: \_\_\_\_\_  
Name of Parent: \_\_\_\_\_ Contact No: \_\_\_\_\_

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**RMPS ACCEPTANCE USE POLICY (RMPS AUP) FOR BRING YOUR OWN DEVICE (BYOD)***(For P6 Students)**(Miss S Thivyaa T, HOD ICT)*

The RMPS AUP is an agreement which outlines the responsibilities for students and parents concerning BYOD. The document addresses concerns and provides guidelines for the proper usage of the technology devices. In order for a student to use his or her technology device in BYOD, parents/ legal guardians must read and acknowledge that they have read the attached RMPS AUP. When a student brings his/ her own devices to school, it is mandatory that he/ she utilise the RMPS Segregated Wireless Network (SWN) only.

We thank you in advance and look forward to your support in making your child's Personalised Learning through MDPW an even more enriching experience.

**SWN Guidelines**

1. Students must use the school's SWN network and not a cell phone or service provider's data network (e.g. 3G, 4G, LTE) or any other wired or wireless network.
2. They must log into SWN using their wireless ID, and sign in using their assigned username and password.
3. By authenticating and logging into the wireless network, the student agrees to comply with the terms of the user policy.
4. Students must use the SWN only for school-related activities and not tamper with the network outlets in any way.
5. Students should be considerate and not engage in actions or activities that interfere with the functions of the systems, cause congestion to the network or interfere with the work of others.
6. Students are responsible for abiding by the guidelines set out in this AUP.
7. Students may access social media for educational use in accordance with their teacher's approved plan.
8. Students who disregard this policy and its accompanying procedures may have their user privileges suspended or revoked, and disciplinary action taken against them.

**Students must respect and protect the privacy of others by doing the following:**

1. Use only assigned network and user accounts.
2. Seek a file's owner's permission for using or altering his/ her file.
3. Refrain from distributing private information about others or themselves.
4. Using the camera function only with the permission of the teachers and upon permission granted by the subject of the photo or video.

**Students must respect and protect the intellectual property of others by doing the following:**

1. Seek permission and acknowledge the owners of the materials in their presentation.
2. Report any copyright infringement; do not assist or participate in such activities.
3. Respect the rights of others by complying with all the school policies regarding the protection and use of intellectual property.
4. Ask for permission if they need to install any software in the local hard disk or server drives.
5. Comply with the guidelines of any third party organization that the School may from time to time agree to adopt for its implementation.

*Failure by users to observe the abovementioned policies may result, whether directly or indirectly, in the school being involved in claims and/ or suffering damages, losses and expenses. A user shall indemnify the school and its officers for any such claims, damages, losses and expenses resulting from the user's failure to observe any of the above stated policies.*

**Students must respect and practise the principles of online community by doing the following:**

1. Communicate only in ways that are kind and respectful.
2. Report threatening or discomfoting materials to a teacher.
3. Encourage others not to access, transmit, copy, or create mobile apps, websites, or other material with inappropriate information, content, ads, or any material that is not age or school appropriate.
4. Discourage and report any accessing, transmitting, copying, or creating of material that violates the school's code of conduct (such as messages/ content that are pornographic, threatening, rude, discriminatory, or meant to harass).
5. Discourage and report any online acts that are criminal or violate the school's code of conduct.
6. Use another student's device only when specifically permitted by that student and with the permission of a school administrator or teacher.

7. Avoid spam, chain letters, or other mass unsolicited mailings.
8. Refrain from involvement in buying, selling, advertising or other businesses.

#### **Accounts & Passwords**

1. Accounts and passwords are assigned to individual users and are not to be shared. Users are solely responsible for all functions performed from their assigned accounts and passwords.
2. Using another person's accounts and passwords, with or without the person's permission, is a serious violation.
3. Users should avoid, discourage or report any attempts to crack, copy and/or capture another person's computer password or email account.

#### **Email, Web and Learning & Management Systems**

The following conduct and actions are strictly prohibited:

1. Sending/ posting of pornography or defamatory materials/ messages.
2. Sending forged email or posting forged messages, impersonating another person or sending email anonymously.
3. Making changes to one's personal learning device's system configuration that would interfere with the school's management and monitoring systems.
4. Flooding a user or a site with a very large volume of email.

**Students must ensure the safety of their own devices by doing the following:**

1. Be responsible and exercise care in carrying and using their devices.
2. Ensure that all classroom doors are locked whenever the class has to move to another venue for lessons.
3. Report any suspicious character inside or near the classroom to any teacher or at the General Office.
4. Secure their devices and not leave them in the school premises overnight.

**Students must ensure that their devices have sufficient battery life by doing the following:**

1. Charge the technology devices fully before coming to school.

*Violations of the above policies, regulations, or school rules involving a student's personal electronic device may result in the loss of use of the device in school and/ or disciplinary action. The school reserves the right to inspect a student's personal electronic device if there is reason to believe that the student has violated board policies, regulations, school rules or has engaged in other misconduct while using their personal electronic device. Any search will be conducted in compliance with school policies.*