



THE CHURCH OF CHRIST IN CHINA
HEEP WOH COLLEGE

中華基督教會協和書院

2020-2021

Circular No.23 (第二十三號通告)

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Dear Parents / Guardians,

16th December, 2020

Community Care Fund Assistance Programme
Provision of Subsidy to Needy Primary and Secondary Students for
Purchasing Mobile Computer Devices to Facilitate the Practice of e-Learning
(Assistance Programme)

Our school has been promoting e-learning through using IT to enhance the effectiveness of learning and teaching, as well as students' ability in self-directed learning. During the period of suspension of face-to-face classes and half-day school resumption, the school incorporated a blended-learning approach to support student's e-learning at home.

The Community Care Fund (CCF) has implemented the Assistance Programme, from the 2018/19 school year for three years, to subsidize needy primary and secondary students studying in public sector schools to purchase mobile computer devices so as to reduce the financial burden on students from low-income families. Concerning the needs of mobile computer devices for e-learning during the suspension of face-to-face classes, the Education Bureau mentioned that it will flexibly handle the application of the Assistance Programme. As e-learning is one of the requirements under the Bring Your Own Device (BYOD) policy, all public sector schools promoting e-learning could apply for the assistance to purchase mobile computer devices for the needy students.

Below are the details about the assistance programme - Provision of Subsidy to Needy Primary and Secondary Students for Purchasing Mobile Computer Devices to Facilitate the Practice of e-Learning

1. Eligible Beneficiaries

- i. studying in government, aided (including special schools), caput, Direct Subsidy Scheme primary or secondary schools, and receiving Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department or full grant/half grant of the School Textbook Assistance Scheme from the Student Financial Office of the Working Family and Student Financial Assistance Agency
- ii. studying in schools and classes implementing e-learning and adopting BYOD

(Remarks: Students who have received the subsidy for purchase of a mobile computer device before is not eligible for applying this subsidy.)

2. Use of Subsidy

During the three-year implementation period, each eligible student will receive the subsidy for purchase of a mobile computer device once*. The amount of the subsidy will cover the cost of the mobile computer device, mobile computer device management system to be installed on the device, basic accessories (e.g. screen shields and protective covers) and a three-year warranty.

3. Level of Subsidy

In the 2020/21 school year, the maximum subsidy for CSSA/full grant students is \$4,740. For students receiving half grant, the subsidy provided is half of the actual cost of the items up to \$2,370.

關愛基金援助項目一資助清貧學生
購買流動電腦裝置以實踐電子學習(援助項目)

敬啟者：

本校致力推行電子學習，期望能善用資訊科技，提升學生學習的興趣及效能，培養學生自立學習的能力。在停課及半天上課期間，本校中一至中六級學生皆需在不同領域透過網上進行學習活動。

關愛基金自 2018/19 學年起推行為期三年的援助項目，資助清貧中小學生購買流動電腦裝置，以減輕因學校發展「自攜裝置」政策對低收入家庭學生帶來的經濟壓力。考慮到不少學生需要在停課期間使用流動電腦裝置在家中進行電子學習，教育局於本年 3 月發出指引，局方將按情況彈性處理有關援助項目的申請。「自攜裝置」政策涵蓋停課期間在家中進行的電子學習活動，因此所有推行電子學習的公營中學或小學，可為合資格的學生申請基金資助以購買指定的流動電腦裝置。

以下是有關「資助清貧學生購買流動電腦裝置以實踐電子學習」援助項目的資料：

1. 受惠對象必須符合以下條件：

- i. 就讀官立、資助（包括特殊學校）、按位津貼或直接資助計劃的中小學；並正領取由社會福利署發放的綜合社會保障援助（綜援），或領取在職家庭及學生資助事務處轄下的學生資助處的學校書簿津貼計劃全額資助（全津）或半額資助（半津）
- ii. 就讀的學校及班別正推行電子學習，並建議學生自攜流動電腦裝置

(註：曾參與此計劃並獲得資助之學生均不合資格再次申請是次資助計劃。)

2. 資助用途：

在項目的三年推行期內*，每名合資格的學生只可接受資助一次。資助金額可用於購買流動電腦裝置、在電子產品內安裝學校所需的流動裝置管理系統、其他基本配件（例如螢幕保護貼及裝置保護套），以及三年產品保養。

3. 資助金額：

綜援及全津學生可獲得全額資助以購買上述產品，項目於 2020/21 學年的資助金額上限為 4,740 元。資助金額是購買上述產品的實際費用或 4,740 元，以較低者為準。半津學生則獲得半額資助，而半津學生的資助金額則為產品實際費用的一半，上限為 2,370 元。

4. Disbursement Arrangements

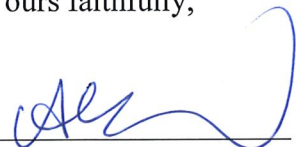
To ensure that funding from the CCF is used directly to subsidize needy primary and secondary students for purchasing mobile computer devices to facilitate e-learning, the subsidy will be disbursed to schools for purchasing the devices for their students. In the light of the design of respective e-learning programmes and the needs of students, schools can determine their own device specifications and make bulk purchase on behalf of their students. The specification of the mobile computer device has shown as in Appendix 1 below.

According to the scheme, eligible students must purchase their mobile computer devices via the school's collective purchase. Therefore, we are inviting interested parents to apply for the funding scheme.

Please submit a preliminary reply through ParentsApp by 18th December, 2020 and submit a printed confirm reply slip and photo-copied document(s) to the collection box placed at the main entrance of our school during office hours between 16th December, 2020 and 22nd December, 2020. To facilitate the families who do not have a printer at home, the hard copy of this letter can be obtained at the information desk of the school main entrance when submitting the documents for the application. Late submissions will not be considered.

Yours faithfully,




Dr. Chu Kai Wing
Principal

***Application for Additional Subsidy Upon Changing to a New School by Students**

When a student beneficiary has changed to a new school using a different device and the original device could not meet the learning needs in the new school, the beneficiary could then apply for an additional subsidy to purchase a new device and accessories. In this case, the student concerned is required to return the used device and accessories (if applicable) to the original school. If the student is no longer eligible for (or does not need) the subsidy to purchase a new device, he/she can keep the original device.

Application procedure:

1. Students should take the initiative to check or consult their new schools to see if their owned devices could be used for e-learning in the new schools. If students need to apply for additional subsidy to purchase a new device, they should download the form "Proof of Returning Mobile Computer Device" (the Proof) from the website of Education Bureau, and complete all information in part A.
2. Students return the used devices with accessories (if applicable) and the Proof to the original schools.
3. The original schools will certify the receipt of the device by signing and stamping on the Proof with the school chop. The original copy should be returned to the new school by the student;
4. Students should submit the Proof to the new schools for applying additional subsidy, handling the matters relating to purchasing the new device and disbursement of subsidy.

Note: Normally, students can use their original devices to continue e-learning in the new schools if the required new devices run on the same operating system (OS). If there are special reasons that the original devices running on the same OS cannot meet the learning needs in the new schools, explanation should be provided and confirmed by the new schools in the Proof by stamping the school chop.

4. 資助發放方法：

為確保基金撥款直接用於資助清貧中小學生購買適用於學校推行電子學習的流動電腦裝置，教育局會向學校發放資助，由學校代學生購買裝置。本校代學生進行集體採購之設備，見於列表一。

鑒於受資助的學生必須經由學校透過集體採購程序代為購買流動電腦裝置，現發函邀請有興趣及符合申請資格的家長參加是項資助計劃。

請於 2020 年 12 月 18 日前於家長應用程式提交初步回覆，並於 2020 年 12 月 16 日至 2020 年 12 月 22 日期間於學校辦公時間將本回條及證明文件副本投入學校正門之收集箱。為方便家中沒有打印機的家庭，此紙本家長信可於遞交申請證明文件時，於學校正門詢問處索取。逾期申請將不獲辦理。

此致
貴家長

校長 朱啟榮 博士 謹啟

二零二零年十二月十六日

*學生因轉校而需要申請額外資助

當受惠學生轉校，而新校採用不同裝置，以致原有的裝置未能配合在新校學習的需要，學生可申請額外發放一次資助購買另一部合用的裝置及配件，而有關學生須將原有裝置及配件(如適用)交還予原校。如學生已不合資格(或不需)申請資助購買新裝置，可保留原有裝置。

申請步驟：

1. 學生應主動了解或向新學校查詢其所擁有的裝置能否適用於新校進行電子學習。若有需要申請額外資助以購買另一部合用的裝置，學生應在教育局網頁下載「交還流動電腦裝置證明書」表格(證明書)，填妥甲部的各項資料。
2. 學生把證明書連同原有裝置及配件(如適用)交還予原校。
3. 學生應回原校簽署證明書及蓋上校印，以確認該設備為原校購置，然後將正本交回新校。
4. 學生把證明書交回新學校，由新學校為學生向教育局申請資助，代購買合適裝置並處理相關資助撥款問題。

註：在一般情況下，若新校所用的裝置與學生原有的裝置使用相同操作系統，學生應可沿用原有置裝在新校繼續進行電子學習。如有特別原因以至該相同操作系統的原有裝置未能配合在新校的學習需要，應在證明書提供解釋，並請新學校蓋上校印證實。

※ *Please submit this printed copy to the collection box which will be placed at the main entrance of our school during office hours between 16th December, 2020 and 22nd December, 2020. Our school will not proceed late application if this printed confirmation reply slip is not submitted within the abovementioned period.*

Reply slip
(Circular No.23)

Dear Dr. Chu,

I acknowledge your notice informing me of the Community Care Fund Assistance Programme.

Part I 【Please “✓” the appropriate box.】

- I have **never applied** the subsidy before.
I am **an eligible beneficiary**.
I would like to apply for this programme.
(Please proceed to Part II)
- I have received the subsidy successfully before.
The device I bought before **does not suit** the requirements of BYOD of this school.
I will **return the used device to the original school**.
I would like to apply for the additional subsidy.
(Please proceed to Part II and Part III)
- I have **received the subsidy** successfully before.
The device I applied before suits the requirements of BYOD of this school.
Therefore, I do not need to apply for this programme.
(End of reply, thank you!)
- I am **not an eligible beneficiary** in this programme.
(End of reply, thank you!)
- I am an eligible beneficiary but **I will not apply** for this programme.
(End of reply, thank you!)

Part II (Only for eligible beneficiaries) 【Please “✓” the appropriate box.】

I would like to participate in this programme and grant the right to the school to purchase the mobile computer device mentioned above. **I am submitting the reply slip along with photo-copied documents to prove eligibility:**

- I am receiving Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department.
- I am receiving **full-grant** of 2020/21 School Textbook Assistance Scheme from the Student Financial Office of the Working Family and Student Financial Assistance Agency. I acknowledged that I **may have to pay** the remaining amount after deduction of subsidy.
- I am receiving **half-grant** of 2020/21 School Textbook Assistance Scheme from the Student Financial Office of the Working Family and Student Financial Assistance Agency. I acknowledged that I **have to pay** the remaining amount after deduction of subsidy.

Part III (Only eligible for additional subsidy upon changing to a new school)

【Please “✓” the appropriate box.】

- I applied for the programme in _____ (Name of school).
As the device does not meet the learning needs in CCC Heep Woh College, I would like to apply for the additional subsidy to purchase a new device. I acknowledge that I need to submit the "Proof of Returning Mobile Computer Device" form.

Yours faithfully,

Parent's/Guardian's Name

Signature

Contact No.

Student's Name

Class & Class No.

Date

※ 請家長於 2020 年 12 月 16 日至 2020 年 12 月 22 日期間於學校辦公時間將本回條及證明文件副本投入學校正門之收集箱。逾期申請將不獲辦理。

回 條

(第二十三號通告)

敬覆者：

本人知悉 貴校有關「關愛基金援助項目—資助清貧學生購買流動電腦裝置以實踐電子學習」之安排，

第一部分 【請在適當空格內加上 ✓ 號】

- 本人從未申請此項目資助，並符合申請要求，故此本人擬申請此項目。
(請繼續填寫第二部分)
- 本人曾成功申請此項目資助，
曾購入的電子裝置並不符合 貴校的自攜裝置計劃的要求。
本人將退回原有裝置到原校，並擬申請額外資助。
(請繼續填寫第二及第三部分)
- 本人曾成功申請此項目資助，
曾購入的電子裝置符合 貴校的自攜裝置計劃的要求。
故此本人不擬申請此項目。
(回條完結，謝謝)
- 本人並不符合此援助項目的申請資格。
(回條完結，謝謝)
- 本人符合資格，唯不擬申請此項目。
(回條完結，謝謝)

第二部分 (只供合資格家庭) 【請在適當空格內加上 ✓ 號】

本人欲申請此項目並授權 貴校為本人添購上述之流動電腦裝置，呈上此回條及下列已剔選之證明文件副本：

- 正領取由社會福利署發放的「綜合社會保障援助」(綜援)
- 正領取在職家庭及學生資助事務處轄下的學生資助處的「學校書簿津貼計劃全額資助」(全津)，並知悉本人或需要繳付扣除資助後剩餘款項。
- 正領取在職家庭及學生資助事務處轄下的學生資助處的「學校書簿津貼計劃半額資助」(半津)，並知悉本人需要繳付扣除資助後剩餘款項。

第三部分 (只供申請額外資助之合資格家庭) 【請在適當空格內加上 ✓ 號】

- 本人曾於 _____ (學校名稱) 申請有關項目。
因 貴校採用不同裝置，以致原有的裝置未能配合在該校學習的需要，故本人欲申請額外發放一次資助購買另一部合用的裝置，並退回現有裝置到原校。本人將呈上「交還流動電腦裝置證明書」。

此致
朱啟榮校長

家長或監護人姓名

家長或監護人簽署

聯絡電話

學生姓名

()
班別及學號

日期

Appendix I (列表一)

Tablets PC

- Processor Chip:
 - A10 Fusion chip with 64-bit architecture
 - Embedded M10 coprocessor
- Capacity:
 - 128GB
- Color
 - Silver / Space Gray
- Operating system:
 - iPadOS 13 or above
- Retina display:
 - 10.2-inch (diagonal) LED-backlit Multi-Touch display with IPS technology
 - 2160-by-1620-pixel resolution at 264 pixels per inch (ppi)
 - 500 nits brightness
 - Fingerprint-resistant oleophobic coating
 - Supports Apple Pencil (1st generation)
- Camera
 - 8-megapixel camera
 - Autofocus
 - Panorama (up to 43MP)
 - 1080p HD video recording
 - Slo-mo video support for 720p at 120 fps
- Connection
 - Wi-Fi (802.11a /b /g /n /ac); dual band (2.4GHz and 5GHz); HT80 with MIMO
 - Bluetooth 4.2 technology
- Size and Weight:
 - (H)250.6mm x (W)174.1mm x (D)7.5mm
 - 483g
- Warranty
 - 1 Year Carry-in Warranty

Support **Device Enrollment Program(DEP)**

Digital Pen

- Dimensions:
 - Length: 175.7 mm measured from tip to cap
 - Diameter: 8.9 mm
 - Weight: 20.7 grams
- Connections:
 - Bluetooth
 - Lightning connector

Tempered Glass Screen Protector

- With sticking service