



BYOD POLICY

2024 – 2025

BYOD Policy Document

FUNCTION	FOR BYOD POLICY	
CATEGORY	STATUTORY	
STATUS	IMPLEMENTED	
ISSUED FOR	THE SCHOOL COMMUNITY	
VERSION	ROLL OUT T1 2024-25	
REVIEW SCHEDULE	ANNUAL	
REVIEWED BY	IT ENGINEER RENJITH KUMAR	
APPROVED BY	PRINCIPAL	
REVIEWED BY	GROUP HEAD – INFORMATION TECHNOLOGY	
DATE RATIFIED	MAY 2024	

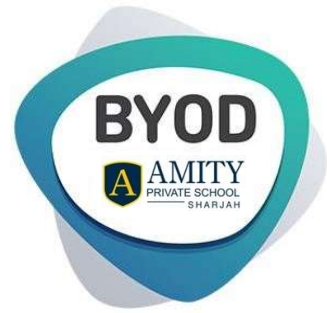
CONTENTS

SN	TOPIC	PAGE
1.	POLICY STATEMENT	4
2.	PURPOSE OF MDM	4-5
3.	USERS RIGHTS/RESPONSIBILITIES	5-6
4.	LIABILITY/RISKS/DISCLAIMER	6

VISION @ APS

“Our vision is to inspire each child to be an inquirer, who is reflective, innovative, equipped with the necessary future-ready skills, competencies, and with an understanding of culture, diversity, and values as a Global Citizen.”

Bring Your Own Device Policy



Policy Statement

Rationale

In our endeavor of leading forward and staying true to the core values of “*Critical Thinking*” and “*Innovation*”, Amity Private School Sharjah has implemented the ***Bring Your Own Device*** initiative.

Purpose

This policy outlines the acceptable use of electronic devices to maintain a safe and secure education environment with the goal of preparing students for the future, improving learning, and fostering digital citizenship. Students will be expected to comply with all class and school rules while using personal devices.

Authorized Use of Electronic Devices:

- Electronic devices brought to school shall be restricted to educational and administrative purposes in approved locations and times under the supervision of a teacher.

Authorized users shall -

- Use electronic devices in accordance with the expectations set forth in the IT Resources Access – Student/Parent Consent Form.
- Comply with guidelines set by school for the use of electronic devices while on school property or while engaged in a school-sponsored activity.
- Take photographs and audio/video recordings only when authorized by teacher for educational purposes.
- Access the school network using approved infrastructure only.

Installation of Mobile Device Management:

- The school will install a MDM on all student’s BYOD.
- Each student is allowed to bring only ONE device for the entire academic year.

Purpose of MDM

The purpose of installing MDM in student devices is that it will enhance the safety and security of the device while the students are in the school premises. It will also enhance the effective monitoring of devices that are brought to school.

It will also restrict the applications that students can access whilst at school. The MDM will block all applications that are not required for learning by the students.

Uninstalling the MDM:

Students should not uninstall the MDM once the license is installed in their device. Should they uninstall the license, it will prevent their device from accessing the school internet.

Change of device during academic year:

- Device change during an academic year is only allowed under special circumstances with written request from the parent.
- Any change of device needs to be reported to the supervisor, inform the System Administrator, and get the license transferred to the new device.

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.

Minimum technical requirements to meet BYOD:

- iPad: IOS Version 11 and above
- Samsung: Android 8 and above
- Minimum Storage 64 GB

Can students use another student's personal device?

Personally owned devices should only be used by the owner of the device.

Devices left in unsupervised areas.

Under no circumstances should devices be left in unsupervised areas. Unsupervised areas include the school grounds and campus, computer lab, library, unlocked classrooms, and toilets. Device left in these areas is in danger of being stolen. If a device is found in an unsupervised area, it will be taken to the IT Office to System administrator.

User rights/ Responsibilities

All Users are responsible for: (Students/Staff)

- Obeying the laws and restrictions of the United Arab Emirates.
- Registering their electronic device with the school and submitting a signed IT Resources Access prior to connecting to the school network.
- Respecting other users in the school community, which includes the strict prohibition of cyberbullying and harassment.
- Preserving privacy of accounts, login names, passwords, and/or lock codes to maintain security of electronic devices and data.
- Complying with legal restrictions regarding plagiarism, the use and citation of information resources and copyright law.
- Limiting the use of school's technology resources to the educational vision and mission of the school.
- Using electronic devices for educational purposes in approved locations under the supervision of teacher only.
- Ensuring their electronic devices are charged prior to bringing them to school.

Parents are responsible for:

- Helping their children take all reasonable steps to care, maintain, secure, store, and transport their electronic device.
- Helping their children preserves the privacy of accounts, login names, passwords, and/or lock codes.
- Identifying the electronic device by labeling it, recording details such as make, model, and serial number, and/or installing tracking software. (Sample of labeling the device: APS-Grade/Sec- Student id: **APS-4B-S1001** (font size -18, bold, Cambria).

Consequences: Remedial and Disciplinary Action:

- Individuals who do not comply with this policy will be subject to appropriate consequences.
 - a. Temporary confiscation of device (custody – IT Engineer).
 - b. Search of device contents to locate evidence of misuse.

Liability/Risks/Disclaimer

- Students are solely responsible for the care and use of electronic devices they choose to bring to school.
- The school shall not be liable for the loss, damage, misuse, or theft of any student-owned electronic device: possessed/used during the school day; in/on school buildings, property, vehicles, or contracted vehicles; during transport to/from school, while attending school- sponsored activities.
- The school shall not be responsible for any negative consequences to electronic devices caused by running specific software or by accessing the school network.

Technical Support:

- School shall not provide technical support, troubleshooting, or repair for user-owned electronic devices.
- If the device is bought from JTRS – authorized vendor of Amity Private School – JTRS will directly provide assistance as per the policy of the vendor.

Draft/ Review/Approval: Version 1.0

Name	Designation	Date	Revision Description
Mr. Nithin Thomas	Group Head – Information Technology	May 2024	
Ms. Archana Sagar	Principal	May 2024	
Mr. Himanshu Yadav	Vice Principal	May 2024	
Mr. Renjith Kumar	IT Engineer	May 2024	

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