AL ZUHOUR PRIVATE SCHOOL

Bring Your Own Device Policy

JUNE , 2026

ICT & IT DEPARTMENT

Al Zuhour Private School (AZPS)

Sharjah

www.alzuhourschool.com

Bring Your Own Device (BYOD) Policy

Policy Statement

In alignment with 21st-century learning goals and the integration of Artificial Intelligence (AI) within the American curriculum framework, this policy enables students to bring their own devices (BYOD) to support digital learning and AI-enhanced instruction across subjects.

Educational Rationale

The American curriculum emphasizes individualized learning, critical thinking, and technology integration. With AI now mandated to:

- Differentiate instruction.
- Support formative and summative assessment.
- Enhance literacy, numeracy, and STEAM education.

BYOD ensures all students can access AI tools for academic growth and digital fluency.

B.Y.O.D. Student Agreement

The use of technology to provide educational material is not a necessity but a privilege.
A student does not have the right to use laptop or tablet while at school, for personal use.
When abused, privileges will be taken away and when respected, they will benefit the learning environment. Students and parents/guardians participating in B.Y.O.D. must **adhere** to the Student **Code of Conduct**, as well as all **school policies.**

Device

For purposes of BYOD, "Device" refers to a privately owned laptop or tablet that can be used for accessing the internet, running Office 365 products and other education resources.
Laptop or **tablets** are the only personal devices **allowed** subject to this agreement.

Internet

Internet access is only allowed through the Al Zuhour Private School (AZPS) wireless network.
The wireless networks provide the same filter as workstations on campus.
Personal internet connective devices such as but not limited to cell phones, smartwatches are not permitted to be used to access outside internet sources at any time.
Usage of VPN on personal devices in the school premises is strictly prohibited.

Security and Damages

Responsibility to keep the device secure rests with the individual owner. AZPS is not liable for any device stolen or damages on campus. Protective cases for devices are encouraged.

Responsibility for Devices

- The technology devices students bring to school are their responsibility.
- School personnel assume no responsibility for devices if they are lost, damaged, or stolen.
- Personal devices may be subject to investigation in accordance with school policy.
- Students are to keep their devices always secure and not share or loan them to others.
- Each student is responsible for his/her own device, including set up and maintenance.
- Teachers will not store student devices at any time, nor will any AZPS employee diagnose, repair, or work on a student's personal device.
- All devices will be charged at home. No charging will be permitted at school unless emergency
- No photos, audio recordings, or videos are permitted while on school property except with permission of a teacher for educational purposes.
- Families should clearly label all devices with the students' names. Families should also set a password or passcode to secure entry into each device.
- Student understands that there is no access to the school file server. Files may have to be saved on the Office 365 cloud, local laptop drive, a jump drive, or another media device.
- Student realizes that printing from personal laptops will not be possible at school.

Acceptable Use Locations

Locations	Usage
Classrooms	As directed by teachers
Hallways, Bathrooms, break time, before and after school	Not Permitted unless given permission by teacher for educational purpose.

Student Access

Access to the AZPS's electronic communications system, including the Internet, shall be made available to students for instructional purposes and under the direction and guidance of AZPS staff member.

Acceptable Use Policy

A student who gains access to any inappropriate or harmful material is expected to discontinue the access and to report the incident a staff member.

Any student identified as a security risk or as having violated the Student Network Guidelines may be denied access to the AZPS system. Other consequences may also be assigned.

A student who knowingly brings prohibited materials into the school's electronic environment will be subject to suspension of access and/or revocation of privileges on the AZPS system. The student will also be subject to further disciplinary action in accordance with the Student **Code of Conduct.**

Subject to Monitoring

All AZPS network/ Internet usage shall **not** be considered confidential and is subject to monitoring by designated staff at any time to ensure appropriate use.
Students should not use the computer system to send, receive, or store any information, including email messages, which they consider personal or confidential and wish to keep private. All electronic files, including email messages, transmitted through or stored in the computer system will be treated no differently than any other electronic file.
Al Zuhour School **reserves the right** to access, review, copy, modify, delete, or disclose such files for any purpose.
Students should treat the computer system like a shared or common file system with the expectation that electronic files, sent, received, or stored anywhere in the computer system will be available for review by any authorized representative of AZPS.
Personal electronic devices are subject to examination in accordance with disciplinary guidelines if there is reason to believe that the any division rules or guidelines have been violated.

Consequences of Agreement Violation

Any violation of these Student Network Guidelines may result in revocation of the student's access to the network/Internet, regardless of the success or failure of the attempt.
In addition, school disciplinary and/or appropriate **legal action** may be taken. With just cause, AZPS personnel, including the building principal, may deny, revoke, or suspend network/Internet access as required, pending an investigation.

Internet Access Warning

The school makes every effort to limit access to objectionable material; however, controlling all such materials on the network/Internet is impossible, even with filtering in place.
With global access to computers and people, a **risk exists** that students may access material that may not be of educational value in the school setting.

Al Zuhour Private School (AZPS)

Student Network Guidelines

Personal Safety

1. I will not post personal contact information about myself or other people without the permission of my parents and teacher. Personal contact information includes but is not limited to my photo, address or telephone number.

2. I will promptly disclose to my teacher or other school employee any message I receive that is inappropriate.

Illegal Activities

1. I will not attempt to gain unauthorized access to AZPS network resources or to any other computer system to go beyond my authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are **illegal**, even if only for the purposes of "browsing."

2. I will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal.

3. I will not read, move, rename, edit, delete, or in any way alter the files that have been created or organized by others.

4. I will not install software, VPN on any of the AZPS networks and devices.

5. I will not alter hardware or software setups on any AZPS computer resources.

Security

1. I am responsible for my individual account and should take all reasonable precautions to prevent others from being able to use my account.

2. I will immediately **notify** a teacher or the campus administrator if I have identified a possible security problem with the network or peripheral computers. I will not go looking for these security problems, because this may be construed as an illegal attempt to gain access.

3. I will take all precautions to **avoid** the spread of computer viruses.

Inappropriate Language

1. Restrictions against inappropriate language apply to public messages, private messages, and material created for assignments or to be posted on web pages.

2. I will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.

3. I will not engage in personal attacks, including prejudicial or discriminatory attacks. (Derogatory statements/disruption of education)

4. I will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If I am told by a person to stop sending them messages, I will stop.

5. I will not knowingly or recklessly post false or defamatory information about a person or organization.

Respect for Privacy

1. I will not repost a message that was sent to me privately without permission of the person who sent me the message.

2. I will not post private information about another person.

Respecting Resource Limits

1. I will use the technology at my school **only** for educational purposes.

2. I will not post chain letters or engage in "spamming." Spamming is sending an annoying or unnecessary message to many people.

3. I will not download or use games, pictures, video, music, instant messaging, e-mail, or file sharing applications, programs, executables, or anything else unless I have direct authorization from a teacher.

4. I understand that AZPS personnel may monitor and access any equipment connected to AZPS network resources and my computer activity.

5. I will not access streaming sites unless I have been given direct authorization from a teacher.

Plagiarism and Copyright Infringement

1. I will not plagiarize works that I find on the Internet or on the computers at my school. Plagiarism is taking the ideas or writings of others and presenting them as if they were my own.

2. I will respect the rights of copyright owners. Copyright infringement occurs when I inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, I will follow the expressed requirements. If I am unsure whether I can use a work, I will request permission from the copyright owner. If I am confused by copyright law, I will ask a teacher to answer my questions.

Inappropriate Access to Material

1. I will not use AZPS network resources to access or store material that is profane or obscene, that advocates illegal acts, or that advocates violence or discrimination toward other people.

2. If I mistakenly access inappropriate information, I will immediately tell my teacher or an administrator and will not attempt to access the inappropriate information again.

3. My parents will instruct me if there is additional material that they think it would be inappropriate for me to access. The school fully expects that I will follow my parent's instructions in this matter.

4. I understand that internet access is provided for **support** of classroom assignments, and I will not attempt to surf anonymously or modify the computer in any way to allow me access to websites or applications I am not authorized to use.

Ethical Use of AI

1. I will **not** use AI for cheating.
2. I will **not** bypass teacher instructions by using unauthorized AI tools.
3. I will **not** share or publish AI-generated content without attribution.

BYOD Agreement & Student Network Guidelines

Student and Parent/Guardian Agreement Form

I understand and will abide by the BYOD Agreement and the Student Network Guidelines. I further understand that any violation is unethical and may result in the loss of my network and/or laptop privileges as well as other disciplinary action. Consequences may include:

1. Device blocked from the Wi-Fi network.
2. Notice sent home to the parents.
3. Loss of the device for a class period or rest of the school day.
4. Meeting with parents.

Printed Name of Student	Signature of Student	Date	Class

- I have reviewed and discussed this document with my child.
- My child understands the expectations and responsibilities associated with the proper care and handling of personal electronic devices while at school.
- My child is clear that the consequences of not upholding his/her responsibilities may result in disciplinary actions in accordance with the Student Code of Conduct.
- I further understand that any student-owned device brought to school is their responsibility.
- AZPS takes no responsibility for lost or stolen devices nor is there any financial responsibility by AZPS for damaged, lost, or stolen personal computing devices.

Printed Name of Parent	Signature of Parent	Date	Class

There may be multiple devices that look the same in individual classrooms. To help teachers with identification of devices, please provide the following information about the device your child may be bringing to school.

Type of device: _____

Serial Number of devices: _____

Identifying marks/labels on device: _____

Created: June 16, 2025 Reviewed by School Leaders Approved by Principal

AL ZUHOUR PRIVATE SCHOOL L.L.C.
مدرسة الزهور الخاصة
SHARJAH