

TCS/GEN/081/2022-23

Date: 09-09-2022

**CIRCULAR**

**VALUE OF THE MONTH: RESPONSIBILITY – المسئولية**

**SUBJECT: BYOD PROGRAM (GRADE 1 – 12)**

Dear Parent,  
Greetings from The Central School Dubai!

In recognition of the significant impact of technology in today's education, the school understands the importance of giving access to the students to internet capable devices in the school premises. This is seen as a resource which provides an opportunity to enable quick and easy access to the Internet to enhance learning.

Students will be introduced to the **BYOD (Bring Your Own Device) program** under supervision and direction of the teachers. To begin with, the students are required to bring their devices once a week to school, fully charged on the days assigned pertaining to their grade (effective from 12th September 2022).

Grades (AN and FN)	Day
GR 6, GR11 and GR 12	Monday
GR 1, GR 7 and GR 8	Tuesday
GR 2 and GR 9	Wednesday
GR 3, GR 4, GR 5 and GR 10	Thursday

We request parents to cooperate with us and guide their child towards making the best use of the gadget in school.

**Guidelines for Use:**

- Use of personal devices during the school day is at the discretion of the teachers. Students must use devices as directed by their teachers only.
- The primary purpose of the use of personal devices at school is only educational. Using the device for personal reasons is not permitted.
- Devices may only be used to access computer files on internet sites which are relevant to the classroom curriculum and as per the instructions from the teacher.
- Students shall not use personal devices outside of their classroom unless otherwise directed by their teacher e.g., on school visits or activities.

- Personal devices must be charged prior to school and run-on battery power while at school. Charging of devices will not be permitted at school.
- Each device should be labelled and each student is solely responsible for his/her personal device.
- School will not accept any responsibility for loss or damage of the devices.
- Parents must ensure that there is no non-educational material stored on the device e.g., music, movies, videos and games.
- Students must adhere to school rules regarding cyber bullying, digital citizenship and netiquette at all times.
- Students must report inappropriate electronic device usage to a teacher immediately, if it has come to their notice.
- Students should refrain from engaging in non-educational activities such as playing games, watching videos, clicking pictures, using social media, listening to music, texting etc. while in school.
- It will be the students' responsibility to take care of their devices.

Please note that if a student is caught using a personal device for any malicious purpose, or to cause disruption to the educational environment, the following action will be taken:

1. **First instance** – The device will be confiscated. It will be returned to the parent only. He / She will have to come to school and collect it. Entry will be made in the discipline register.
2. **Second instance** – The student will be suspended from bringing the device for 2 weeks. Device will be confiscated and returned only to the parent. Entry will be made in the discipline register.
3. **Third instance** –The student will forfeit the BYOD provision for the academic year. Device will be confiscated and returned only to the parent.

The TCS recommended devices are as follows. Students may bring any one of the following devices. **Mobile phones will not be permitted.**

- ✓ Apple iPad
- ✓ Android Tablet
- ✓ Windows Laptop with antivirus software
- ✓ MAC OS: Apple MacBook-Mac OS

Regards,



Syed Ali Haider Rizvi  
Principal.