HARROW
INTERNATIONAL SCHOOL
DUBAI



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DIGITAL TECHNOLOGY POLICY

2026 - 2027

This policy is reviewed annually to ensure compliance with current regulations.

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Last Reviewed		
To be Reviewed		

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1. Purpose and Vision

At Harrow International School Dubai, technology is used to support and enhance learning. It is not an end in itself.

The purpose of this policy is to set out the school's expectations for the responsible, safe and purposeful use of pupil-owned digital devices as part of the school's Bring Your Own Device programme.

The school's approach is founded on the principle that **pedagogy matters most**. Excellent teaching, strong relationships, intellectual challenge and thoughtful curriculum design remain at the heart of education. Digital devices are used where they enrich learning, support creativity, deepen understanding, improve collaboration, or provide access to tools and experiences that would otherwise not be possible.

Technology should not replace reading, writing, discussion, practical work, experimentation, performance, public speaking, physical activity or direct interaction between pupils and teachers. It should complement these experiences and be used with care, judgement and purpose.

The school seeks to develop pupils who are confident, capable and responsible users of technology. This includes the ability to select appropriate tools, manage distractions, use digital platforms safely, and understand the ethical responsibilities that accompany online activity.

2. Scope

This policy applies to all pupils who bring a personal digital device to school as part of the BYOD programme.

It applies during the school day, during lessons, break times, lunchtime, co-curricular activities, school trips, school transport, and any school-supervised activity where a device is present or used.

This policy should be read alongside the following school policies:

- Safeguarding and Child Protection Policy

- Behaviour Policy
- Anti-Bullying Policy
- Mobile Phone Policy
- Online Safety Policy
- Acceptable Use Agreement
- Data Protection and Privacy guidance
- Assessment and Academic Integrity guidance

3. Alignment with Regulatory Expectations

This policy supports the school's responsibility to maintain a safe, secure and effective digital learning environment. It is aligned with KHDA expectations in relation to safeguarding, cyber safety, wellbeing, digital citizenship, inclusion and responsible use of technology.

The policy also supports the school's wider commitment to:

- Protecting pupils from online harm
- Ensuring appropriate filtering and monitoring
- Teaching safe and responsible digital behaviour
- Supporting balanced and developmentally appropriate screen use
- Ensuring equitable access to learning
- Protecting school systems, data and networks

4. Principles of Digital Learning

The school's use of technology is guided by the principle of enhancement over substitution.

Devices should be used when they improve the quality of learning. This may include enabling pupils to research, collaborate, create, practise, organise, analyse, present, receive feedback, or access adaptive resources.

Devices should not be used simply because they are available. Where traditional methods are more effective, they should be used. Teachers may require devices to be closed, placed face down or put away at any point. Pupils should understand that some of the most powerful learning takes place without screens.

Beaks are expected to plan for purposeful and balanced use of technology, ensuring that digital activities complement rather than replace handwriting, reading, discussion, practical work, collaboration and direct instruction.

5. Device Model by Year Group

The school's BYOD model is developmentally appropriate and aligned to curriculum needs.

Phase	Device Model	Ownership	Purpose
EYFS – Year 2	Shared devices where appropriate	School	Early exploration, creativity and guided learning
Year 3	School-managed 1:1 device model, where applicable	School	Developing independence and basic digital workflows
Year 4 – Year 6	BYOD tablet or equivalent school-approved device	Parent	Learning, collaboration, organisation and responsible use
Year 7 – Year 8	BYOD laptop or equivalent school-approved device	Parent	Research, production, extended writing, independent learning and increased complexity

The transition through the school is designed to ensure that pupils develop digital responsibility gradually. Younger pupils will have more structured and limited access. Older pupils will be expected to demonstrate increasing independence, organisation and judgement.

The school will provide specific device guidance to parents before each academic year. This guidance may be updated as technology, curriculum needs and safeguarding requirements evolve.

6. Device Requirements

To ensure consistency, security and effective access to the school's learning platforms, all BYOD devices must meet the minimum requirements published by the school.

As a general expectation, devices must:

- Have sufficient battery life to last the school day
- Be brought to school fully charged
- Have a protective case
- Include a keyboard where required
- Include headphones where required
- Include a stylus where appropriate
- Be capable of accessing the school's approved digital platforms
- Run an up-to-date operating system
- Have appropriate security protections enabled
- Be clearly labelled with the pupil's name
- Meet the school's safeguarding and device-management requirements

The school does not wish to impose unnecessary financial burdens on families. Minimum specifications will be set to ensure functionality and consistency while avoiding unnecessary cost escalation.

Where a pupil already owns a suitable device, the school will advise parents on whether it can be used. Families should seek guidance before purchasing a new device if they are unsure about compatibility.

7. Device Registration and Mobile Device Management

Any device brought onto the school site for learning must be registered with the school and enrolled in the school's Mobile Device Management system before it may be used.

The Mobile Device Management system enables the school to apply appropriate safeguarding controls, manage access to approved applications, support secure connection to the school network, protect school systems and data, and restrict access to unsuitable applications or content during the school day.

Devices that are not registered and enrolled in the school's Mobile Device Management system will not be permitted to connect to the school network or to be used for learning on site.

Parents are responsible for ensuring that the device remains enrolled in the school's Mobile Device Management system and that required updates or configuration changes are completed promptly.

Any attempt to remove, disable, bypass or interfere with the Mobile Device Management system will be treated as a serious breach of this policy and may be addressed under the school's Behaviour Policy.

8. Network Access and Security

All internet access on school premises must take place through the school's managed network.

Pupils are not permitted to access the internet through personal mobile data connections, including 4G or 5G services, while on the school site.

The use of Virtual Private Networks, proxy services, anonymising tools, personal hotspots or any other method designed to bypass the school's safeguarding, filtering or monitoring systems is strictly prohibited.

These restrictions are in place to protect pupils, maintain the integrity of the school's filtering systems, and ensure that all internet use on site remains subject to appropriate safeguarding controls.

Any attempt to circumvent the school's network controls, filtering systems, safeguarding measures or monitoring arrangements will be treated as a serious breach of this policy and may result in disciplinary action.

9. Acceptable Use

Devices may be used only for educational purposes during the school day and only when directed by a beak or member of staff.

Pupils are expected to use their devices responsibly, respectfully and safely. They must follow instructions immediately, including any instruction to close a device, place it face down, turn off the screen, or put it away.

Pupils must not use devices to access inappropriate content, communicate inappropriately, record others without permission, share images or files without authorisation, interfere with another person's device, or engage in any form of cyberbullying or digital misconduct.

All pupils and parents are required to read and sign the school's Acceptable Use Agreement. This agreement sets out the detailed expectations for digital behaviour, online communication, academic integrity and safe use of school systems.

10. Mobile Phones

Mobile phones are not considered learning devices under this policy.

The use of mobile phones is governed by the school's Mobile Phone Policy. Pupils may not use a mobile phone as a substitute for a BYOD learning device.

Where a mobile phone is permitted on site for a specific reason, it must be managed in accordance with the Mobile Phone Policy and must not be used to bypass the school's network, filtering or safeguarding systems.

11. Digital Citizenship and Online Behaviour

The school will teach pupils to use technology responsibly, ethically and safely.

Digital citizenship education will include age-appropriate guidance on:

- Online relationships
- Online reputation
- Privacy and security
- Managing personal information
- Cyberbullying
- Respectful communication
- Copyright and intellectual property
- Evaluating online information
- Digital footprint
- Healthy technology habits

Pupils are expected to behave online with the same standards of respect, courtesy and integrity expected in face-to-face interactions. Misuse of technology, whether occurring during the school day or outside school where it affects the school community, may be addressed under the Behaviour Policy, Anti-Bullying Policy or Safeguarding Policy.

12. Safeguarding and Online Safety

The school recognises that digital technology brings significant safeguarding responsibilities.

All devices connected to the school network are subject to the school's filtering, monitoring and safeguarding systems. These systems are designed to protect pupils from inappropriate content, harmful communication, unsafe websites and online risks.

Staff will supervise device use in lessons and will respond promptly to concerns. Any online safety concern, including exposure to inappropriate content, cyberbullying, harmful communication, image misuse, attempted bypassing of filtering, or unsafe online behaviour, will be reported and managed in line with the school's safeguarding procedures.

Pupils are expected to report unsafe or inappropriate digital behaviour. They should speak to a trusted adult if they experience or witness anything online that causes concern.

13. Digital Wellbeing and Screen Time

The school recognises that technology can enrich learning when used carefully and purposefully. However, screen time must be balanced with reading, writing, discussion, practical work, movement, creativity and face-to-face interaction.

Devices will be used only where they enhance learning. They will not be used by default, nor as a substitute for high-quality teaching, thoughtful discussion or active engagement.

In the Junior School, screen time will be carefully structured and age-appropriate. Younger pupils will have more limited and closely supervised access to devices. Digital activities will be planned to support learning rather than extend screen use unnecessarily.

Pupils will not use devices during break times, lunchtimes or other periods intended for play, movement and social interaction, unless specifically directed by a member of staff for a supervised educational purpose.

Non-educational screen use, including films, games or entertainment media, will not form part of routine school provision. Where such use is permitted, it will be exceptional, age-appropriate, supervised and linked to a clear pastoral, educational or celebratory purpose.

The school will teach pupils to develop healthy digital habits, including managing distractions, taking appropriate screen breaks, protecting sleep and wellbeing, and understanding when technology should be put away.

Parents are encouraged to support these expectations at home by establishing healthy routines around device use, sleep, homework, online communication and recreational screen time.

14. Artificial Intelligence

Artificial Intelligence tools may be used where approved by the school and supervised by staff.

The school recognises that AI has the potential to support learning, creativity, research, feedback and organisation. However, pupils must be taught to use AI critically and ethically.

Pupils will be taught:

- How AI can support learning

- The limitations and risks of AI-generated content
- The importance of academic integrity
- How to check, question and evaluate AI outputs
- When and how AI use should be acknowledged
- Why AI must not replace independent thinking

AI may support learning, but it must never replace judgement, intellectual effort or original thought.

The use of AI tools will be governed by the school's Academic Integrity guidance, Online Safety guidance and any age restrictions or platform-specific requirements.

15. Teaching and Learning Expectations

Devices are used to support learning across the curriculum. Their use may include research, drafting, note-taking, collaboration, feedback, presentation, creative production, assessment, accessibility support, organisation and independent practice.

Beaks will decide when devices are required and when they are not. Pupils should not assume that a device will be used in every lesson.

The school expects digital learning to be purposeful, structured and inclusive. Pupils should develop the ability to organise their work digitally, manage files, evaluate sources, communicate appropriately, and use productivity tools effectively.

Technology should enable pupils to become more independent and reflective learners. It should not encourage passivity, distraction or superficial engagement.

16. Equity and Inclusion

The school is committed to ensuring that no pupil is disadvantaged by the BYOD programme.

Device requirements will be kept proportionate and will focus on essential learning needs rather than unnecessary specification. Where families have concerns about access to a

suitable device, they should contact the school in confidence so that appropriate support or guidance can be considered.

The school will also ensure that pupils with additional learning needs are supported in using technology appropriately. Where a device or application is required as part of an agreed support plan, reasonable adjustments will be made.

17. Device Care, Charging and Responsibility

Pupils are responsible for bringing their device to school fully charged each day.

Charging facilities are not routinely available in classrooms, and pupils should not rely on being able to charge devices during the school day. Repeated failure to bring a charged device may be addressed as an organisation and readiness issue.

Pupils are responsible for taking care of their device. Devices should be kept in a protective case and stored safely when not in use. They should not be left unattended.

Parents are responsible for insurance, repair, warranty arrangements and replacement in the event of damage, loss or theft, unless otherwise stated by the school.

The school will take reasonable care where devices are handed to staff for a specific purpose, but it cannot accept general responsibility for pupil-owned devices that are lost, damaged or misused.

18. Forgotten, Lost or Damaged Devices

If a pupil forgets their device, the school will seek to ensure that the pupil can continue to participate in learning. This may involve adapting the task, sharing resources, or, where available, using a temporary school device.

Loan devices, where available, are a temporary support and should not be relied upon as a routine alternative to bringing the required device.

If a device is damaged or temporarily unavailable, parents should inform the school. Where appropriate, staff will advise on how the pupil can continue to access learning while the device is repaired or replaced.

Repeated failure to bring a device, or repeated presentation of a device that is uncharged or not functioning, may be followed up with parents.

19. Home Use and Parental Responsibility

Parents play an important role in supporting responsible device use.

Parents are expected to ensure that devices are maintained, charged, updated and brought to school as required. They should also support safe and balanced use at home, including appropriate supervision, screen-time boundaries, and discussion of online behaviour.

The school encourages parents to be aware of the applications installed on their child's device, the websites they access, and the ways in which they communicate online.

The school may offer parent guidance or workshops on online safety, digital wellbeing, AI, screen-time management and effective use of learning platforms.

20. Expectations of Staff

Staff are expected to use technology purposefully and professionally.

Beaks will model responsible digital behaviour, set clear expectations for device use in lessons, and ensure that technology enhances rather than dominates learning.

Staff will monitor pupil use appropriately and address misuse promptly. Where concerns relate to safeguarding, online safety or behaviour, they will be reported through the relevant school procedures.

The school will provide ongoing professional development to ensure that staff are confident in using technology effectively, safely and in line with the school's educational aims.

21. Roles and Responsibilities

Pupils

Pupils are responsible for bringing a suitable, fully charged and registered device to school each day where required. They must use devices only for educational purposes during

school hours, follow staff instructions, protect their passwords, respect others' privacy, and access the internet only through authorised school networks.

Pupils must not use mobile data, personal hotspots, VPNs or any method designed to bypass school filtering or monitoring systems.

Parents

Parents are responsible for providing a suitable device, ensuring it is registered with the school and enrolled in the Mobile Device Management system, supporting safe use at home, and reinforcing school expectations regarding digital behaviour.

Parents should ensure that unauthorised VPN, proxy, hotspot or mobile data arrangements are not used to bypass school safeguards.

School

The school is responsible for providing secure infrastructure, appropriate filtering and monitoring, clear guidance, digital citizenship education, and staff training. The school will review the effectiveness of its BYOD model regularly and make adjustments where necessary.

22. Breaches of Policy

Breaches of this policy will be addressed in a proportionate manner.

Examples of breaches may include:

- Using a device without permission
- Accessing inappropriate content
- Using a device during break or lunch without permission
- Using mobile data, VPNs, proxies or hotspots
- Attempting to bypass filtering or monitoring
- Removing or disabling the school's MDM controls
- Recording or photographing others without permission
- Cyberbullying or inappropriate communication

- Using AI dishonestly or without acknowledgement
- Repeatedly failing to bring a charged or functioning device

Depending on the nature and seriousness of the breach, consequences may include confiscation of the device, restriction of device use, parent contact, behaviour sanctions, removal of network access, safeguarding referral, or further disciplinary action under the Behaviour Policy.

23. Monitoring and Review

The implementation and effectiveness of this policy will be monitored regularly.

The policy will be reviewed annually, or sooner if required by changes in technology, safeguarding guidance, KHDA requirements, curriculum needs or school practice.

Technology evolves rapidly. Harrow International School Dubai will continue to review its digital learning provision to ensure that it remains educationally valuable, developmentally appropriate, safe and aligned with the school's expectations.

24. Related Policies and Documents

- Safeguarding and Child Protection Policy
- Behaviour Policy
- Anti-Bullying Policy
- Mobile Phone Policy
- Online Safety Policy
- Acceptable Use Agreement