

GLS / C / 849-24

CIRCULAR

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Device Policy

As part of our ongoing efforts to ensure the security and appropriateness of the applications installed on student devices, we have conducted a thorough review. During this review, we learned that certain unauthorised applications have been installed on some student devices. It has been brought to our attention that some students are accessing school-approved applications such as Zoom and TEAMS using unofficial and personal accounts, including those belonging to siblings and parents. This practice raises significant concerns regarding data security, privacy, and the integrity of our digital learning environment.

At our school, we prioritize digital literacy and responsible media consumption. That's why we've implemented the Common Sense Media curriculum across all grades. Each teacher and Digital Learning Coach (DLC) introduce the curriculum at the beginning of the academic year and continues to reinforce its principles throughout the year.

The school has robust firewalls and stringent checks in place to ensure a secure and safe digital environment for all students and staff.

Parents are kindly requested to help monitor the student devices and remove any non-academic related application from the device. Removing unauthorized applications helps us maintain control over the digital environment and ensures that students can access only appropriate resources for their educational needs.

To help ensure your child's cyber safety and maintain the integrity of our digital learning environment, here are a few tips you can practice at home:

1. Periodically check your child's device to ensure that only school-approved academic applications are installed and promptly remove any unauthorized apps.
2. Make sure your child uses their official school accounts for accessing applications like Zoom and TEAMS, and discourage the use of personal or sibling accounts to protect data security and privacy.
3. Use parental control settings on devices to limit the installation of unauthorized applications and monitor your child's online activities.
4. Foster an environment where your child feels comfortable reporting any concerns or unauthorized installations, assuring them it's okay to seek help if they're unsure about any online activity or application.
5. Schedule routine checks of your child's device to ensure it complies with the school's digital safety guidelines, maintaining a secure and controlled digital environment.

We kindly request your cooperation in reinforcing the importance of this action with your child. Please remind them of the school's policies regarding software usage and encourage them to report any concerns or unauthorized installations.

We understand that this change may raise questions or concerns, and we are here to support you. If you have any queries or require assistance, please don't hesitate to contact the supervisor or the Head of Phase.

Thank you for your understanding and cooperation in this matter. Together, we can create a secure and conducive learning environment for all our students.

Warm regards,



Asha Alexander
Principal

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