



Hyderi Islamic School

Tablet Policy

لوح علم

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HIS TABLET POLICY

Policy and Procedures

- All devices are enrolled into the workshops 'Mobile Device Management' system. At no point should anyone attempt to remove the device from this system.
- All devices are centrally managed by the HIS nominated specialists.
- HIS locks all irrelevant features and applications that are not required for delivering the content and curriculum as per the HIS mission.
- Please do not attempt to jailbreak your device, or otherwise hack, or tamper with it in any way.
- For compliance reasons, the devices could be called for an audit at any point.

User Responsibility

- The tablet must be in its protective case at all times.
- Devices need to be handled with care and respect. Do not throw, damage, place heavy items on, or intentionally drop the device.
- Only approved cleaning materials can be used to clean the device, such as laptop or tablet spray and cloth.
- Do not keep, or leave the tablet unattended in vehicles or any other public spaces.
- Keep the tablet safe and secure at all times. Students should know where the device is at all times.
- Ensure the battery is kept charged, and ready for use at the Madressa at all times.
- **Avoid** allowing the battery to fully drain before charging it, i.e charge your tablet at all possible opportunities.
- In the rare event students have been unable to charge the device, the IT team at HIS will assist with charging the device in the staff room, however this will mean students will be unable to fully participate in their class while the device is charging. The Madress will hold a 3 strike system where parents will be called in if students are seen to regularly come to Madressa with an uncharged device.



Lost, Damaged, or Stolen Devices

- If the device becomes lost or stolen, please report it to the workshop as a matter of urgency by emailing to: admin@hischool.co.uk
- If your device becomes damaged, report it to the HIS by emailing admin@hischool.co.uk
- Please do not solicit any individual or company to repair HIS owned devices. Please report any faults to admin@hischool.co.uk and the Madressa will arrange with our approved suppliers.
- We recommend the devices are covered by individual insurance policy. If any fault, loss or damage is caused to the devices from misuse or an accident, the parent/guardian will need to enter a consultation with the HIS management to discuss accountability for the damage/loss.

Safeguarding and E-Safety

- All device usage is subject to the rules and guidelines of the HIS safeguarding policy. Anyone in breach of this policy may be subject, but not limited to disciplinary action, confiscation or removal of content.
- Do not tamper with the devices belonging to other members of the Madressa. Anyone found trying to access another member's device or associated content will be subject to disciplinary action.
- If a device is found, please return it immediately to the HIS staffroom.
- As with all other equipment, outlined within HIS Safeguarding policies, you are strictly forbidden from using your device to create, store, access, view, download, distribute, send, upload inappropriate content or materials.
- Although your devices are already restricted, you are forbidden from utilising your devices to partake in illegal activities of any kind
- Your devices and any content are subject to routine and ad-hoc monitoring by the Madressa.
- You must hand over your device upon request by any member of staff.
- Students may NOT loan another student their device.



Personal Use

- Your device is not permitted for any other personal use other than Madressa approved use only.
- Do not grant access to anyone other than your parent/guardian, unless expressly authorised to do so by the Madressa staff.
- If your attendance to the Madressa is deemed as poor warranting inadequate use of the device, the Madressa will call the parents in to discuss repercussions in line with the Attendance policy.