



Safe AI Usage Policy

Student AI Safety & Responsibility

Purpose & Vision

At Buds Public School, Artificial Intelligence (AI) is recognised as a powerful tool for learning, critical thinking, and innovation. This policy sets out clear expectations for responsible, ethical, and safe AI usage, ensuring alignment with UAE Federal Laws and KHDA educational standards.

Core Student Rule: AI is your *thinking assistant*, not a replacement for your own brain. All submitted schoolwork must reflect your original understanding and efforts.

Age Restrictions & Access Rules

In accordance with the UNESCO Guidance for Generative AI in Education and UAE Ministry of Education frameworks:

- Students Aged 13+: May use approved standalone Generative AI tools (e.g., ChatGPT, Claude) for brainstorming and research only under teacher guidance.
- Students Under 13 (FS to Grade 7): Independent account creation on public GenAI tools is strictly prohibited. AI usage is limited to teacher-supervised, age-appropriate educational software.
- School Accounts: Always use school-provided digital credentials when accessing approved EdTech software.

Academic Integrity & Citation Standards

Maintaining honesty in your academic work is fundamental. Submitting work created by AI as your own is academic misconduct.

Category	Permitted AI Usage	Prohibited Misconduct
Brainstorming	Generating ideas, outlines, and research perspectives.	Copying generated paragraphs directly into essays.
Skill Practice	Asking AI to explain complex concepts or quiz you.	Using AI to write complete answers to homework questions.
Coding & Math	Debugging code syntax or asking for problem-solving steps.	Having AI solve math problems or write code without understanding.

How to Cite AI Assistance: If AI was used to brainstorm or edit your work, you must attach an *AI Disclosure Statement*: "AI Tool [Name] was used to assist with brainstorming/formatting. All content represents my original work."



Data Privacy & Safeguarding (UAE Laws)

Under the UAE Personal Data Protection Law (PDPL, Federal Decree-Law No. 45/2021) and Wadeema's Child Rights Law (Federal Law No. 3/2016), your personal privacy must be protected at all times.

- **Never Share Personal Info:** Do not enter your full name, Emirates ID, home address, photos, passwords, or personal life details into any AI prompt.
- **Zero Deepfakes or Bullying:** Creating or sharing fake images, voice clones, or deepfakes of classmates or teachers is a severe violation resulting in disciplinary action.
- **Verify Information:** AI can "hallucinate" fake facts. Always double-check AI-generated information against trusted textbooks and verified sources.

Support for Students of Determination

Students receiving support under Individual Education Plans (IEPs) may use approved assistive AI tools (e.g., speech-to-text, text-to-speech, translation) as specified by the Inclusion Support Team.

Incident Reporting Workflow

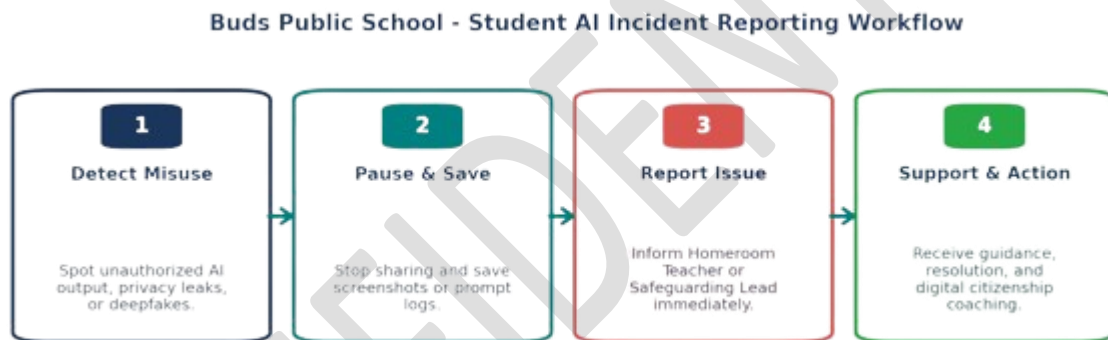


Figure 1: Step-by-step reporting process for students encountering AI safety or ethics issues.

This policy is grounded in UAE legal frameworks, including the UAE Personal Data Protection Law (PDPL, Federal Decree-Law No. 45/2021), Wadeema's Law (Federal Law No. 3/2016), and KHDA and UNESCO guidelines.

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Approved By: Mr. Donald Weilson (Principal)