



## Safe AI Usage Policy

Educator AI Pedagogical & Assessment Safety

Teaching Staff

### Pedagogical Vision & DSIB Alignment

Buds Public School empowers educators to integrate AI tools meaningfully into teaching and learning while safeguarding academic rigour.

Human-in-the-Loop Imperative: AI tools serve strictly as pedagogical assistants. Final responsibility for lesson delivery, student assessment, and academic evaluation remains exclusively with the teacher.

### Approved EdTech Vetting & Data Privacy (UAE PDPL)

Under the UAE Personal Data Protection Law (PDPL, Federal Decree-Law No. 45/2021), teachers must maintain strict data privacy standards:

- **Absolute PII Prohibition:** Never enter student names, Emirates IDs, photographs, grades, IEP documents, or behavioural records into public or unvetted AI tools.
- **Approved Software Only:** Use school-procured and IT-vetted EdTech platforms (e.g., licensed school LMS, approved adaptive learning software).
- **Anonymised Inputs:** If using GenAI to generate lesson plans or differentiation prompts, use generic descriptors (e.g., “Grade 8 student struggling with algebra”) rather than student identities.

### Designing AI-Resistant & AI-Enhanced Assessments

To maintain valid assessment data, educators must modernise assessment design:

| Assessment Strategy        | Implementation Method                                                | DSIB Alignment                                   |
|----------------------------|----------------------------------------------------------------------|--------------------------------------------------|
| In-Class Authentic Writing | Handwritten responses, supervised digital essays without internet.   | Ensures authentic student baseline.              |
| Oral Defence & Vivas       | Asking students to explain their research methodology and logic.     | Promotes deep understanding & critical thinking. |
| Process-Oriented Projects  | Evaluating drafts, research notes, and iterative outlines over time. | Focuses on progress over time.                   |



## Managing Suspected AI Plagiarism

Important Notice on AI Detectors: Commercial AI detectors are prone to false positives and cannot be used as sole proof of academic dishonesty. When evaluating suspected misconduct:

- Compare the submitted piece against the student's established writing baseline.
- Conduct a brief informal viva/interview asking the student to explain specific vocabulary or concepts in their paper.
- Document prompt anomalies and missing or hallucinated citations before escalating.

## Inclusion & Differentiated Instruction

Teachers are encouraged to use ethical AI tools to adapt learning materials, create visual aids, and scaffold content for Students of Determination and English Additional Language (EAL) learners as defined in their Individual Education Plans (IEPs).

## Educator Misuse Reporting Workflow

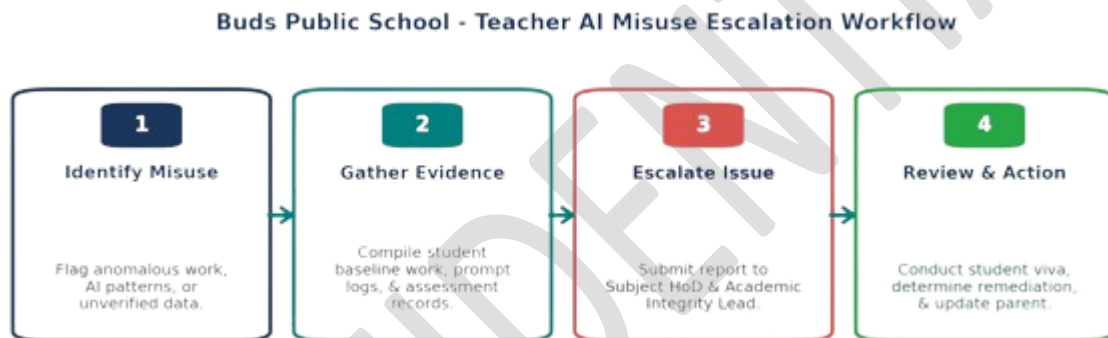


*Figure 1: Standard operating procedure for teachers addressing academic misconduct or data security incidents.*

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.

**Policy code: BPS/032C/2026**

**Policy Reviewed: March 2026**

**Effective from: April 2026**

**Reviewed By: Senior Leadership Team**

**Next Review: March 2027**

**Approved By: Mr. Donald Weilson (Principal)**