GFM Artificial Intelligence (AI) Policy

Published Date:	01 September 2026
The Policy will be reviewed annually, or more regularly, in the light of any significant new developments. The next anticipated review date will be:	**01 September 2027**

This policy is applied at GFM alongside our school's vision, mission and values.

Artificial Intelligence (AI) Policy

This policy outlines the principles, guidelines, and procedures governing the use of Artificial Intelligence (AI) at GEMS Founders School Al Mizhar. AI has the potential to enhance the quality of education, streamline administrative processes, and improve learning outcomes. However, its implementation must be conducted responsibly, ethically, and in a manner that protects the rights and wellbeing of students and staff.

The intentions of this policy are:

- To ensure that AI technologies in schools are used for educational and administrative purposes that align with the school's mission and values.
- To promote transparency, fairness, and accountability in the deployment of AI technologies.
- To provide guidance on ethical considerations surrounding the use of AI in educational settings.

Responsible Use

- AI systems are used to enhance education, automate administrative tasks, and support decision-making, with a focus on improving educational outcomes and experiences.
- The use of AI for surveillance, profiling, or any other purpose that infringes on individual privacy rights is strictly prohibited.
- AI tools are designed to be accessible and inclusive, ensuring that all students and staff can benefit from their use.

Transparency and Accountability

- GEMS Founders School Al Mizhar provides clear and understandable information about the use of AI educational programs.
- GEMS Founders School Al Mizhar regularly assesses and evaluates the effectiveness, fairness, and impact of AI systems.

Ethical Considerations

- Ethical guidelines have been established between all stakeholders.
- Training will be provided for students, staff, and parents regarding ethical use of AI in education, especially with regards to plagiarism

Personal Development

- Staff and educators will receive training and professional development opportunities to understand AI systems and their applications.
- Teachers are encouraged to incorporate AI technologies into their teaching practices when appropriate.

Appropriate Uses of AI in School (for Students)

- This policy covers any generative AI tool, whether stand-alone products or integrated into productivity suites, e.g., Google / Team Workspace. This policy relates to all content creation, including text, artwork, graphics, video and audio.
- Unless specifically approved by your teachers, you cannot use AI tools to generate content (text, video, audio, images) for your schoolwork. There are situations and contexts within the school where you will be asked to use AI tools to enhance your learning and to explore and understand how these tools can be used.
- You may use AI programs to help generate ideas and brainstorm. However, you should note that the material generated by these programs may be inaccurate, incomplete, or otherwise problematic. You should check and verify ideas and answers against reputable source materials.
- Large language models (LLMs) can generate incorrect facts and citations. Code generation models tend to produce inaccurate outputs. Image generation models can produce biased or offensive products. You will be responsible for any content you submit, regardless of whether it originally comes from you or a foundation model.
- You must indicate which parts of any work that you submit were created by AI and what was written or created by you. You may not submit any work generated by an AI program as your own. To do so would be classed as plagiarism.

AI Misuse - including assessments and by all stakeholders

- Our school abides by the JCQ AI Use in Assessments Policy.
- AI tools must only be used when the conditions of the assessment and learning permit the use and must be approved by school leaders and line managers.
- Examples of AI misuse include, but are not limited to, the following:
    - Copying or paraphrasing sections of AI-generated content to the point that the work can no longer be considered to be the student's own
    - Covert recording without consent is a violation of privacy and can result in legal consequences, as it breaches trust and ethical standards.
    - Generation of images of personnel is forbidden at all times.
    - Copying or paraphrasing whole responses of AI-generated content
    - Using AI to complete parts of the assessment so that the work does not reflect the student's own work, analysis, evaluation or calculations

- Failing to acknowledge use of AI tools when they have been used as a source of information
- Incomplete or poor acknowledgement of AI tools
- Submitting work with intentionally incomplete or misleading references or bibliographies

AI Misconduct Policy

- Students, Parents and Staff are prohibited from using AI to create and/or distribute content that is discriminatory, harmful, offensive, or intentionally biased.
- Students and Staff who do not use AI tools responsibly may be subject to sanctions, either at an internal school level or externally, if work is submitted for broader assessment.

Review and Revision

This policy will be reviewed annually and updated to align with advancements in AI technology, changes in laws and regulations, and evolving best practice.

Designation	Name	Signature	Date
Executive Principal/CEO/	**Akram Tarik**		**01 September 2026**
Principal	**Mia Chorfi**		**01 September 2026**

Next policy review date: 01 September 2027