GFM Bring Your Own Device 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.

Technology and Devices

Devices and technology are now part of everyday life and are used as a useful learning tool in the classroom and at home.
BYOD (Bring Your Own Device) is an initiative that requires students to bring their own devices to school to support their learning. The idea is firmly based on global research that shows children's learning is enhanced greatly when BYOD is implemented. GFM is set up with secure Wi-Fi coverage to access the school network and internet, allowing students to bring in their own devices and use them for educational purposes within the classrooms.
To achieve school-wide BYOD we require that:

- Year 3- 4 bring an iPad (or similar tablet device). This is specific to Year 3- 4 and is designed around the work they will do and the apps/software they will access
- Year 5 onwards bring a Chromebook. Students are only allowed for a Chrome Device either purchased directly from School Google Partner or their own Chrome Device with License/MDM installed by School.

In addition, Parent FAQ are compiled at the link: Parents Site - Google
There is guidance within this policy on minimum required technical specifications and safe use of devices.

Chromebooks are provided with Wi-Fi Access only if an MDM/License is installed.
Chromebook settings are decided by GFM Management to ensure the safety of the students at all times and GFM Management has the authority to change the settings as and when required.

In case of a child leaving GFM, GFM License/MDM is removed on parent request and once the TC is confirmed.

Guidance for Purchasing Devices from External Vendors

In case a device is bought externally, below steps are required to be followed: -

- Purchase the License (information on Google Site)
- Take data backup if required
- Send the device to IT Team after you have received an email from them. They will install MDM and return the device directly to the student.

Parents are advised to ensure the suitability of devices purchased from external vendors. The device should be comparable to or better than devices recommended by the school. Please note that we do not provide recommendations for specific external devices, and it is the parents' responsibility to check the warranty and return policies of any externally purchased devices.

For devices bought from platforms such as Amazon, Noon, Desertcart or any similar online platforms, where return policies may be limited, it is the parent's responsibility to inform the IT Team to return device within an allocated return period. While the IT Team generally aims to process license installation and return within a week or earlier, delays may occur due to a high volume of devices or unforeseen staff shortages.

Warranty

Please refer to Parents Site - Google for details.

Chromebooks Delivery

We work closely with our Chromebook Partners to secure timely delivery of Chromebooks. However, please be aware that delays may sometimes occur due to external factors.

Chromebooks order Cancellation

Parents can liaise directly with the external Google partners for cancellation or any refund prior to the collection and installation of device. Please refer to Parents Site - Google for details.

Smart Phones:

We do not permit the use of smart phones at GFM. Although smartphones may meet the required specifications in many respects, the smaller screen sizes limit their benefit for reading and writing extended pieces, presentations are more difficult to edit, and their battery life tends to be shorter than that of a tablet. Smartphone apps such as Snapchat and WhatsApp are also prohibited for use by anyone under the age of 13 years by the UAE authorities and, as such, we do not wish to encourage the use of smartphone devices at school.

Downloading apps/software

There will be occasions where the school requires students to have access to educational apps and software. As young children should not have access to accounts such as Apple Store or Google Play, we will require parents and carers to ensure apps are downloaded and updated regularly. We highly recommend you do not share these passwords with your children.
A full list of required apps and software will be shared with parents regularly.
For any further support or guidance on, you can contact IT Team at gfm_ithelpdesk@gemsedu.com and they will be happy to support families by accessing online accounts.
Apps/Links on Chromebook for KS2 & KS3 are controlled by GFM Whitelist policy.
All required apps and extensions are pushed centrally by the IT Team on all Chromebooks.

Device Insurance

At GEMS Founders School, we do all we can to provide the best conditions so that damage does not occur. However, it is possible that an accident could happen. To be covered in this instance it is recommended that you purchase the device with 3 year warranty (available with GFM Google Partners).
GFM will not be liable for damage caused to any device brought into school. Protective cases for technology are encouraged. If using an Apple device, the activation of 'Find my device' is recommended.
In the case of Chromebooks extended warranty can be secured by the providers. Please refer to Parents Site - Google for details.

Student Responsibility for Device Care:

Students are fully responsible for the care and maintenance of their own devices. GFM strongly advises students not to share their devices or passwords with peers to protect both personal data and device integrity. While the school will support students in locating misplaced devices where possible, it cannot be held responsible for any loss or damage resulting from misuse, negligence, or decisions made by the student. In the event of a lost or damaged device, the responsibility for repair or replacement rests solely with the student and their family.

Parents are also advised to carefully review the warranty and protection plans offered by our official Google partners at the time of purchase to ensure appropriate coverage for accidental damage or technical issues.

Student Responsibility of Credentials protection:

Student Responsibility for Account Security

Students are responsible for safeguarding their Google Classroom and other online learning platform credentials at all times. Login details, including usernames and passwords, must be kept private and never shared with classmates, friends, or individuals outside the school community. Students are expected to log out of shared or public devices after use and take appropriate measures to protect their accounts from unauthorized access. Any suspected breach or misuse of login credentials must be reported immediately to a teacher or the IT department. Maintaining the security of their accounts ensures the privacy, integrity, and safety of all digital learning activities.

Device Usage for Key Stage 1 (KS1):

Students in KS1 are not required to bring a device to school . This approach ensures that young learners are gradually introduced to responsible device use in a structured and age-appropriate manner.

In acknowledgement of the GEMS Founders School BYOD policy:

Students must agree to:
Seek permission from a member of staff to use their device and share for what purpose. If abused, privileges will be taken away. By bringing your device into school, you agree to abide by the above policy and guidelines. You further understand that any misuse may result in the loss of network privileges.

Parents and carers must agree to:
Follow all the details contained within this policy and support the school with BYOD. Digital/E-safety training and support will be available throughout the year in sessions offered by the school.

GEMS Founders School agrees to:
Ensure all networks and school systems are safe and in line with the GEMS Education ICT policies and practices. All members of staff will intervene and report any E-Safety issues and malpractices via the GEMS HSE portal to enable investigations to be carried out rigorously and in a timely manner. Any violation of this policy will be brought to the attention of senior members of staff where the consequences of these actions will be reviewed. The purpose of using BYOD is to enhance the learning experience.

Please read this policy alongside:

- E-Safety Policy

- Parent & Student Cybersecurity Guide
- Acceptable Use Policy
- Data Protection Guidance
- Audio Video Conferencing Security Guide for Teachers
- Student Password Policy
- IT Online Security Guidance for Parents
- Mobile Phone Policy
- BYOD-Staying Safe online

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