Mobile Electronic Devices (MED) – **Bring Your Own Device (BYOD) at GEMS FirstPoint School**

Mobile Electronic Devices (MED) are now part of everyday life and are used as a useful learning tool in the classroom and at home.

In order to enhance learning across a range of subjects and support the blended learning approach, it is recommended that your child brings their own device to school which they can continue to use at home, and also to support the rules and regulations surrounding the covid guidelines. Where required, we can support students with devices, but any sharing will be avoided and covid guidelines will be adhered to in regards to cleaning.

We live in a technology focused society, and we believe that children need to be educated to use technology responsibly, but also in ways that support their learning and development. When used purposefully and effectively digital learning has been shown to enhance engagement, improve knowledge retention, encourage collaboration and enhance personalised learning. It is therefore important that we embrace technology as a powerful learning aid in order to give our children the best opportunities to accelerate their development. We must emphasise that digital technology will not simply replace tasks within school, students will still have access to the great facilities on offer and the interaction will be as much hands on as possible, in essence, the digital technology will be additional and used where appropriate and impactful.

Through the School's link with Microsoft, all students have full access to Office 365 tools including Microsoft Word, PowerPoint, Excel and Microsoft Teams. If your child has forgotten their @gemselearning login details, they can ask their form teacher. The school will also launch the use of GEMS Phoenix Classroom, this will be free to access for GEMS students and will have options of accessing through a web browser and app. These learning tools, along with other Microsoft products your child has access to, will allow your child to learn in a variety of ways and support their development. In lessons, teachers will use a variety of educational technologies to support learning and enhance progress. These technologies include learning tools which are shared with students for each subject. Although the school is able to provide devices for students, not having the same device to work on for extended projects across multiple lessons can cause issues with students continuing on the work at home. It is preferable for them to be used to one device which they can bring with them into school and also take home to complete any additional tasks such as independent learning.

As a first-choice option, for secondary students we recommend a windows-based laptop, but a tablet with a keyboard option would be sufficient as long as they have access to a Windows operating system or Microsoft 365 and Teams. For Primary a tablet device is recommended to enable access to specific apps. However, provided the device meets the minimum specifications outlined below, your child's device should connect to the internet via the school's service in every classroom. Devices which do not meet the minimum specifications, usually older devices, may experience difficulties operating within the school or accessing live lessons/digital content. Experience suggests that smartphones are not effective as a learning device, but can be used for specific requests with the teachers permission in the classroom i.e. accessing information through QR codes. Although smartphones may meet the specifications below in many respects, the smaller screen sizes limit their benefit for reading and writing extended pieces; spreadsheets and 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 potential distractions in lessons and the use is prohibited during the school day.

You are able to download apps as a parent which can control access to what your child can open/download etc. Google Family Link is one example of many that are available. We recommend you have the login and password for any permission required to download from the app store. For laptops you can have an extra login account with admin rights.

For any further support or guidance on this you can contact Mr Baldish Nijjar – Assistant Principal Specialism and Head of Centre of Excellence. B.Nijjar_fps@gemsedu.com

Specifications

Tablet devices – Recommended for FS to Year 6.

Feature	Minimum Specifications	Recommended Specifications
Central Processing Unit (CPU)	Android or Apple or Windows Tablet (e.g. Samsung Galaxy Tab, iPad 2, surface RT or better) *check that the tablet you have is still supported by the brand in terms of updates.*	Apple iPad from 2018 onwards *check that the tablet is still supported by the brand in terms of updates.*
Wireless	802.11b/g/n compatible	802.11b/g/n compatible
Storage	8GB	32GB or better
Screen Size	7.9" – 10.2"	10.2" – 12.9"
Keyboard (optional extra)	Bluetooth or Equivalent. Cheaper versions available but please check reviews and compatibility.	Bluetooth or Equivalent. Apple official, but please check compatibility.
Apple pencil (optional extra)	Cheaper versions available but please check reviews and compatibility.	Apple official, but please check compatibility.
App Requirements	Google Play or App Store Google Chrome is the recommended browser PDF Reader Microsoft Office 365 & Microsoft Teams (Microsoft suite is free for GEMS students) GEMS Phoenix Classroom *additional apps and software will be shared by subject requirements.*	Google Play or App Store Google Chrome is the recommended browser PDF Reader Microsoft Office 365 & Microsoft Teams (Microsoft suite is free for GEMS students) GEMS Phoenix Classroom *additional apps and software will be shared by subject requirements.*
Operating System	Android 9.0 IOS 12	Android 10 iOS 13.1

	it is important to continue updating to the latest version of the software as app updates can sometimes stop working unless the software is also up to date.	*it is important to continue updating to the latest version of the software as app updates can sometimes stop working unless the software is also up to date.*
Headphones	Wired headphones are preferred as Bluetooth relies on being charged. If you want, you can bring both. You can get reliable wired headphones 25-50aed and they can also be used in the IT suite during computing lessons.	

Laptops

For Years 7-13 a windows-based laptop is recommended for completing work and accessing digital content and lessons. There are tablet devices with keyboards or laptops which switch between the two features which can be also be used to for the same requirements.

However, if your current device is a tablet and you want to avoid purchasing a laptop then that will be sufficient to access lessons. The issue is typing will take longer if there isn't a keyboard attached and some software manufacturers such as Microsoft have limited features through tablet devices, although we can find ways around that if required.

	Windows system (recommended)	Apple Macintosh
Operating System	**MINIMUM** Windows 8.1 **RECOMMENDED** Windows 10 Home or Pro	Macintosh OS 10.12 or higher *Windows system can be installed, otherwise the user will need to save files in a specific format, which can be supported by using files online through Microsoft 365 and Teams.*
Processor Type	**MINIMUM** Core i5 Processor **RECOMMENDED** Core i7 Processor	**MINIMUM** Core i5 Processor or equivalent **RECOMMENDED** Core i7 Processor or equivalent
Memory	**MINIMUM** 4 GB RAM **RECOMMENDED** 8 GB RAM or higher	**MINIMUM** 4 GB RAM **RECOMMENDED** 8 GB RAM or higher

Hard Drive	MINIMUM 250 GB RECOMMENDED 500 GB or higher *additional and recommended space is available by using cloud-based storage such as Office 365/ SharePoint/OneDrive	MINIMUM 250 GB RECOMMENDED 500 GB or higher *additional and recommended space is available by using cloud-based storage such as Office 365/ SharePoint/OneDrive
Graphics Card	MINIMUM 512 MB Video Memory or higher	MINIMUM 512 MB Video Memory or higher
Headphones	Wired headphones preferred as Bluetooth relies on being charged. If you want, you can bring both. You can get reliable wired headphones 25-50aed and they can also be used in the IT suite during computing lessons.	
Mouse (optional)	Bluetooth or wired to support any subjects that require editing skills.	
Software access	Google Chrome is the recommended browser PDF Reader Microsoft Office 365 & Microsoft Teams (Microsoft suite is free for GEMS students) GEMS Phoenix Classroom *additional apps and software will be shared by subject requirements.	

MED Acceptable Use Policy

Students will be required to adhere strictly to the rules for MED usage and understand the consequences of not following these rules.

RULES FOR MED USAGE:

- Students understand that only one educational device will be permitted on the FPS network. Although changes to this device can be made, changes may take up to 48 hours
- Devices can be used only in the classroom as a learning tool under direction of the teacher.
- Devices are not allowed outside the classroom in the corridors, playgrounds, restaurant or toilets.
- Devices may be used on the school transport system, but only with headphones attached. Students should not share devices and especially headphones to ensure covid guidelines are adhered to.

- Students may not record, transmit or post photographic images or video of a person, or persons without their permission.
- Students must not engage in cyberbullying, harassment, or disrespectful conduct toward others - staff or students. E-safety lessons and guidelines are offered to students by the school.
- Students must not use language online that would be unacceptable in the classroom.
- Parents must not contact children on their device during school hours. Please contact through school reception and/or appropriate email channels.
- FPS IT has the right to collect and inspect any device that is suspected of being the source of an attack or virus infection.
- Students may only access files on the computer or internet sites which are relevant to classroom curriculum.
- Students must ensure that the private content and media stored on the device is not used during school time.
- Students must report security or network problems to a teacher or administrator.
- In using the network and Internet, users should not reveal personal information such as a home address or telephone number.
- Printing from a student's personal device may not be possible at school.
- Devices must be charged prior to bringing it to school and run off its own battery while at school.

Security and Damages

Responsibility to keep the device secure rests with the individual owner. FPS is not liable for any device stolen, lost or damaged on site or while on a school trip. Lockers in Primary are available for students to store their devices. It is recommended that skins (decals) and other custom touches are used to physically identify student devices from one another. All devices should have a login option enabled. Additionally, protective cases for technology are encouraged. If using an Apple device, the activation of 'Find my device' is recommended.

BYOD Student Agreement

A student must seek permission from a member of staff to use their device and share for what purpose. In classrooms there are signs which are turned to green when students can use their devices to enhance their learning experience. 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:

By allowing your child to bring an MED into school you confirm that you agree with all the details contained within this document. Digital/E-safety training and support will be available throughout the year in sessions offered by, but if you have any specific needs or requirements please contact Mr Baldish Nijjar.

Violations of this Policy

Any violation of this policy will be brought to the attention of senior members of staff where consequences of these actions will be reviewed. The purpose of using the MED is to enhance the learning experience.

We thank you for your continued support.

Baldish Nijjar

Assistant Principal Specialism

Head of Centre of Excellence – Digital Industries

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