BELLE VUE GIRLS' ACADEMY

Artificial Intelligence Policy

Reviewed by	Approved by	Date of Approval	Next Review Date
WSU	LGB	Oct 2024	October 2025

Introduction
This policy outlines the guidelines for using artificial intelligence (AI) in schools.

Our school completely recognises the benefits of technology, especially in supporting pupils with special educational needs (SEN). However, we must ensure that we comply with guidelines on plagiarism and exam malpractice to maintain academic integrity.

Additionally, pupil wellbeing and safe use of the internet are at the forefront of our considerations, where at the same time we are committed to developing our pupils' IT skills and curiosity of the world.

Scope
This policy applies to all students, teachers, and staff who use AI in our school.

Guidelines

1. Use of AI for Academic Purposes:
AI can be used as an aid for academic purposes, such as research, homework, and assignments. However, it is essential to note that students should not solely rely on AI to complete their work. The use of AI must be in line with academic integrity guidelines, and students must cite the sources used. Teachers and staff should monitor the use of AI and provide guidance where necessary.

2. Prohibition of AI During Exams:
AI must not be used during exams, as this constitutes exam malpractice. Students must not use AI to answer exam questions or seek assistance during the exam. Teachers and staff should ensure that students are aware of this policy and the consequences of violating it.

3. Plagiarism and Copyright Infringement:
The use of AI must not result in plagiarism or copyright infringement. Students must understand the concept of plagiarism and be able to use AI ethically. Teachers and staff must educate students on how to use AI without violating plagiarism guidelines and copyright laws.

4. Safeguarding and Safe Internet Use: The school recognises the importance of pupil wellbeing and safe use of the internet. Pupils should only use AI in a safe and responsible manner. Teachers and staff must educate students on the safe use of AI and the internet. The school's safeguarding policies must be followed to ensure the safety and wellbeing of pupils.

5. Developing Pupils' IT Skills and Curiosity: The school is committed to developing pupils' IT skills and curiosity about the world. AI can be used to develop these skills, and teachers and staff should encourage its use where appropriate.

6. Sanctions for inappropriate Usage: Inappropriate usage of AI will be in line with the school's behaviour policy. Any breaches of the policy will result in disciplinary action, which may include suspension or exclusion.

7. Our school utilises the use of Turnitin (TII) software. TII uses AI writing detection to identify content generated by AI writing tools such as ChatGPT in student submissions with their AI writing detection indicator and report. Furthermore, Turnitin Originality checker helps students, staff, and administrators ensure the integrity of academic work. All students submitting work through Microsoft Teams agree to the use of TII software.

Conclusion
Our school recognises the benefits of using AI in education and is committed to providing a safe and supportive learning environment for our students. The guidelines outlined in this policy are in place to ensure academic integrity, safeguarding, and maintain ethical standards.

All students, teachers, and staff must adhere to this policy when using AI.

For more information on safeguarding, please visit
https://www.nspcc.org.uk/keeping-children-safe/

and for safe internet use, please visit
https://www.internetmatters.org

Related Policies
Safeguarding Policy
KCSIE 2024 Keeping children safe in education - GOV.UK (www.gov.uk)
Pupil Behaviour policy
Exclusions policy
Exams Malpractice policy