

TANY'S DOS



TANY'S DONT'S

 **Do use AI to enhance learning by supporting lesson planning, creating resources, and providing feedback.**

 **Do ensure transparency by informing colleagues, pupils, and parents when AI tools are used in learning activities**

 **Do follow age-appropriate guidelines for AI use with pupils, using only approved tools.**

 **Do prioritize privacy and data security, following GDPR and other data protection laws.**

 **Do educate pupils and staff on AI literacy, focusing on responsible and ethical use.**

 **Do report any misuse of AI or potential data breaches immediately to the Innovation Lead.**

 **Do maintain ethical use by respecting copyright and intellectual property when creating or sharing content.**

 **Don't input any personal, sensitive, or confidential data about pupils or staff into AI tools without approval.**

 **Don't rely solely on AI output – always fact-check and use professional judgment.**

 **Don't use unapproved or unlicensed AI tools that haven't been cleared by the school's Innovation Lead**

 **Don't forget to select the opt-out option in AI tools to prevent data from being used for model training.**

 **Don't let pupils use AI tools unsupervised or without proper understanding of age limits and risks.**

 **Don't create or support content that is inappropriate, biased, or infringing on others' rights.**

 **All individualised communication should come directly from a staff member to maintain a personal and professional connection.**