

TANY'S DOS



TANY'S DONTs



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.