

AI Use in Education Policy

The Eden School



Approved by:

The Board of
Governors

Date: 31st of August 2025

Last reviewed on:

1st September 2025

Next review due by:

31st August 2026

Introduction

This policy outlines the ethical, responsible, and innovative use of generative Artificial Intelligence (AI) tools, including large language models (LLMs) like ChatGPT and Google Bard, in the education and assessment process at The Eden School. The policy aligns with the Department for Education's (DfE) 2023 guidance on AI in education and the Joint Council for Qualifications (JCQ) guidance on AI misuse in assessments.

Purpose

The purpose of this policy is to ensure that AI is used to enhance teaching and learning while protecting students, staff, and the integrity of the education process. It outlines opportunities for AI, sets boundaries for responsible use, addresses safeguarding and data privacy concerns, and provides guidance for AI use in formal assessments.

1. Understanding Generative AI

Generative AI tools can create new content based on large datasets, enabling the production of text, audio, images, code, and simulations. Examples of AI tools include:

- **ChatGPT and Google Bard** for generating text-based responses.
- **MidJourney or DALL·E** for creating images.
- **Code generation tools** for programming.

While AI tools provide opportunities for creative learning and workload reduction, the outputs can sometimes be inaccurate, biased, or outdated. Therefore, professional judgment must always guide the use of AI in education.

2. Opportunities for AI in Education

At The Eden School, we recognise that AI can enhance education by:

- **Improving efficiency:** AI can reduce teacher workloads by assisting with lesson planning, resource creation, and administrative tasks.
- **Supporting learning:** Students can use AI to research topics, summarise complex materials, and generate creative ideas.
- **Enhancing engagement:** Generative AI can make lessons more engaging by turning prompts into interactive simulations, audio, video, or images.

These opportunities are balanced by the need for responsible and ethical use, particularly in safeguarding the quality of student work and maintaining the integrity of formal assessments.

3. Using AI Effectively

To ensure AI use benefits education without replacing human expertise, The Eden School's approach includes the following:

- **Balanced use of AI:** AI should assist in, but not replace, tasks requiring deep knowledge, critical thinking, and personal judgment.
- **Teacher development:** Teachers will receive training on how to use AI for administrative efficiency, workload reduction, and curriculum enhancement while maintaining high standards of education.

- **Student use:** Students may use AI tools for research, summarising content, brainstorming, and creative projects. However, students must always critically assess the outputs and ensure the final submission is their independent work.
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4. Safeguarding and Data Privacy

Generative AI tools store and learn from data provided, raising concerns about the protection of personal and special category data, especially when used by children.

At The Eden School:

- **Data protection:** Students and staff must not input personal or identifiable data into AI tools. Data privacy laws (GDPR) must be followed, and any personal or special category data must be protected.
- **Cybersecurity:** AI can increase the sophistication of cyber-attacks. We ensure compliance with the government's cybersecurity standards, regularly updating protocols to mitigate risks from AI-generated content, scams, or security breaches.

Teachers and staff will be trained to identify and mitigate AI-related risks, including data misuse, unsafe online content, and phishing attempts.

5. AI in Formal Assessments

AI Misuse and Academic Integrity In compliance with the JCQ's guidance on AI use in assessments, all submitted work must be the student's original work. AI tools should not replace independent thinking, critical analysis, or demonstrate skills required by the subject's assessment objectives. The following rules govern the use of AI in assessments:

Prohibited AI Use:

- **Copying or paraphrasing AI-generated content** without proper acknowledgment is strictly prohibited.
- **Submitting AI-generated work** that does not reflect the student's own understanding, skills, or critical thinking.
- **Using AI to complete specific assessment tasks** such as calculations, analysis, or essays.
- **Failing to disclose AI use** when it contributes to the final work.

Failure to comply will result in penalties for **academic malpractice**, which could include disqualification from assessments and/or sanctions as per JCQ guidelines.

Permitted AI Use:

- **Research and conceptual understanding:** Students may use AI to gather background information or clarify concepts. However, students must critically engage with the material and ensure their final work is authentic.
- **Support with structuring ideas:** AI can be used as a tool to help students organise their thoughts, but they must ensure that the content remains their own and is properly cited.

Teachers must monitor and detect inappropriate AI use, supported by AI detection tools like **Turnitin** or **GPTZero**.

Declaration of AI Use

For any work in which AI tools were consulted, students must complete a declaration of AI use, outlining how and where AI was used. Teachers will provide guidance on citing AI tools in the bibliography or reference sections of assignments.

6. Ethical Use of AI in Learning

At The Eden School, we encourage responsible and ethical use of AI in student learning:

- **Critical engagement with AI:** Students are expected to use AI for research, but they must verify all information and not rely solely on AI-generated content.
- **Developing foundational knowledge:** AI should not replace the need to build strong foundational knowledge in core subjects such as English, Maths, and Science.
- **Developing essential skills:** AI tools can be used to facilitate learning but must not replace key skills such as critical thinking, problem-solving, and written communication.

Students will be trained on the ethical use of AI, including:

- **Understanding the limitations and biases of AI tools.**
 - **Evaluating the credibility of AI outputs.**
 - **Proper citation of AI-generated content.**
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7. Safeguarding Implications

To ensure the safety of students when interacting with AI:

- **Monitoring systems:** The school will use monitoring tools like **Google SafeSearch**, **Microsoft filtering systems**, and **Circle SafeSearch** for our most vulnerable students. These ensure that students are not exposed to inappropriate content when using AI tools.
- **Filtering and oversight:** The school will implement robust filtering and monitoring systems to detect and block harmful content that AI tools might produce or access.

8. Knowledge and Skills for the Future

AI is an evolving technology that is becoming increasingly important in the workplace. At The Eden School, our curriculum prepares students to navigate and harness AI's potential effectively:

- **Digital literacy:** Students will learn about the limitations, reliability, and potential bias of generative AI.
 - **Ethical considerations:** Lessons will include discussions on the ethical use of technology, data privacy, and intellectual property rights.
 - **Online safety:** We will educate students about online safety, particularly regarding their interactions with AI tools.
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9. AI Use in Unsupervised Studies

Homework policies will be updated to address the availability of AI tools. Students will be taught how to use AI for research without violating academic integrity rules.

The school will monitor AI use during homework assignments and ensure students are developing the skills needed to produce authentic work independently.

Review and Compliance

This policy will be reviewed annually by the Senior Leadership Team to ensure compliance with the latest government regulations, JCQ guidelines, and AI advancements.