



WESTONBIRT
— SCHOOL —

Policy Title: Use of Artificial Intelligence Policy	Effective Date:	November 2023
Staff Member Responsible: Deputy Head Academic	Review Date:	November 2024

1. Introduction

This policy sets out the stance of Westonbirt School on the use of generative artificial intelligence (AI), including large language models (LLMs) in the educational sector. It aligns with the [pro-innovation approach to AI regulation](#)ⁱ and [other policy papers](#)ⁱⁱ, from the Department for Education and adheres to [the regulations](#)ⁱⁱⁱ provided by the Joint Council for Qualifications (JCQ) for external exams. The school recognises that there are many potential uses of AI which will enhance teaching and learning, productivity and research, whilst at the same time wanting to ensure that such tools are used appropriately and to acknowledge when these have been used.

2. Understanding Generative AI

Generative AI refers to technologies capable of creating new content based on extensive data training. These include, but are not limited to, AI chatbots like ChatGPT, Google Bard, and various AI tools that generate images, audio, and video.

3. Opportunities and Limitations

While AI presents opportunities for enhancing educational experiences and reducing teacher workload, it also has limitations. AI-generated content may be inaccurate, biased, or inappropriate and requires professional judgment for use in educational settings.

4. Effective Use of AI

AI tools are to be used to support teaching and learning while ensuring that pupils develop a deep understanding and knowledge base. AI should not replace critical thinking skills, nor the subject expertise of teachers.



5. Data Privacy and Intellectual Property

The school is committed to protecting personal data and intellectual property in compliance with data protection legislation. Pupils and staff must not use AI to compromise the integrity of personal data or intellectual property rights.

6. Formal Assessments and AI

The use of AI tools in formal assessments that contribute towards qualifications is strictly prohibited. Any such use will be considered malpractice and may lead to severe academic penalties. The school will provide clear guidelines on AI misuse and its consequences.

7. AI in the Curriculum

Pupils will be educated on the ethical use of AI, its limitations, and its potential impact on society. The curriculum will include foundational knowledge about technology, online safety, and intellectual property rights.

9. Prevention of AI Misuse in Assessments

The school's malpractice/plagiarism policy will address AI misuse. Teachers and assessors will be trained to recognize AI misuse and to use detection tools appropriately.

10. Acknowledging AI Use

If AI tools are used legitimately for research, students must clearly acknowledge this use and provide evidence of the AI-generated content alongside their submission. This should include noting which tools have been used, any prompts given to generate content and the output given by the tool used.

11. Identifying and Addressing AI Misuse



Staff will be vigilant in identifying potential AI misuse by comparing student work against previous submissions and utilizing AI detection tools as part of a comprehensive approach to ensure authenticity.

12. Training and Awareness

Regular training and information sessions will be provided for staff, pupils, and parents to ensure understanding and compliance with this policy.

ⁱ <https://www.gov.uk/government/publications/ai-regulation-a-pro-innovation-approach>

ⁱⁱ <https://www.gov.uk/government/publications/generative-artificial-intelligence-in-education/generative-artificial-intelligence-ai-in-education>

ⁱⁱⁱ <https://www.jcq.org.uk/exams-office/malpractice/artificial-intelligence/>