

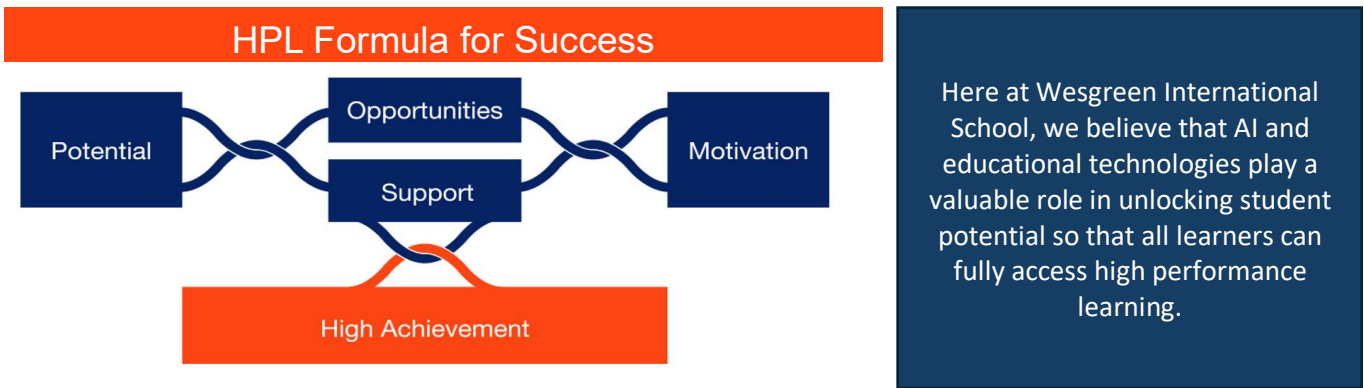


**WESGREEN INTERNATIONAL SCHOOL AI POLICY**

Policy Title:	Artificial Intelligence Policy
Policy Number:	
Version:	1
Effective Date:	April 2024
Scheduled Review Date:	September 2025
Supersedes:	NA
Approved By:	SLT

**Introduction**

Wesgreen International School is committed to harnessing the transformative capabilities of Artificial Intelligence (AI) to enrich the educational journey of its students. Through AI, we aim to offer personalised learning experiences, streamline administrative processes, and present innovative engagement methods for teachers. Concurrently, we acknowledge the ethical and safety considerations intrinsic to AI's application. This policy seeks to set a robust framework for the ethical, transparent, and responsible use of AI at Wesgreen International School, ensuring alignment with our overarching objective: to educate and empower every student to meet their potential.



**1. Application of AI in Learning, Teaching and Assessment**

This policy extends to all members of the Wesgreen International School community. This includes staff, students, and visitors.

**1.1 Students**

While students are encouraged to utilize AI to enhance their learning opportunities, they must strictly adhere to the following guidelines:



- Validate AI-suggested concepts against credible sources.
- Be aware of and recognise AI's potential limitations, biases, and the risks of misinformation.
- Students should not present AI-generated content as their own original work.
- Appropriate referencing of AI-derived content is needed so the teacher does not incorrectly award merit where it is not earned.
- Students should submit a list of the AI tools utilized in the generation of their work.
- If a student is unsure about whether or not their use of AI is acceptable then they should seek clarification from their teacher.

## 1.2 Teaching staff

Wesgreen International's teaching staff play a pivotal role in guiding and supervising the ethical use of AI in education.

Responsibilities:

- Taking part in training on the advantages, risks, and ethical use of AI.
- Integrating AI understanding and application within the curriculum.
- Monitoring student submissions for possible AI misuse.
- Ensuring alignment with examination board JCQ guidelines on AI's role in assessments.

**HPL ACPs & VAAs**

Advanced Cognitive Performance Characteristics  
**HOW TO THINK**

Values, Attitudes and Attributes.  
**HOW TO BEHAVE**

With the correct advice on safety online, ethics and referencing, AI offers exceptional opportunities for students to flex their creativity, explore further enquiry based learning opportunities and allows for deeper connections in learning to take place.

## 2. Ethical use of AI

Upholding our commitment to ethical standards, we expect all AI users within Wesgreen International School to:

- Respect privacy and intellectual property rights.
- Refrain from actions that might result in discrimination or unjust outcomes.
- Adhere to all pertinent laws, regulations, and school policies, particularly concerning data privacy.
- Stay informed about potential AI biases and actively work to mitigate them.



## 3. Implementation, Monitoring and Review

### 3.1 Vendor Collaboration

Wesgreen International School will collaborate with vendors that meet the highest ethical and technical standards when using AI.

### 3.2 Monitoring and Feedback

The potential and development of AI is progressing at pace. SLT, Heads of Departments and class teachers are watching this closely as we seek to harness its potential to support our learning community.

At any time, if a member of our learning community becomes concerned about the use of AI or wishes to share their thoughts and feedback then we encourage them to use our regular channels of communication to do so.

### 3.3 Training and Education

Training sessions on AI's ethical, transparent, and safe use are and will continue to be organised for both staff and students to keep abreast of developments within this field.

### 3.4 Review

Innovation leads at Wesgreen International School are monitoring the use of educational technology and AI. This policy is due for formal review in September 2025. However, if there are changes in the field that require adaptations to be made then this will be expediated.

## References

### Primary source:

With thanks to Dan Fitzpatrick, a leader in the field of AI, for the policy template and content used for this document ('Your School's AI Policy' course, Dan Fitzpatrick, Infinite Learning, Dubai 2023).

[Dan Fitzpatrick | The AI Educator](#)

### Further references:

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Russell Group, *Principles On The Use Of Generative AI Tools In Education*, July 2023

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