

Appropriate use of artificial intelligence in year 11: Letter to parents/carers

Dear Parents/Guardians,

I am writing to provide you with important information regarding the use of Artificial Intelligence (AI) tools in student assessments at our schools.

AI, or Artificial Intelligence, is described as "using it like having a computer that thinks." Tools like Gemini, ChatGPT, or Snapchat My AI can generate text, create art, and compose music by learning from data on the internet. It is important to note that AI can sometimes be biased.

JCQ regulations, which govern exams such as GCSEs, A-Levels, BTECs, WJEC and OCR Nationals, ensure fairness and authenticity. Students are permitted to use AI for research, planning, and checking spelling and grammar. However, submitting AI-generated content as their own work is strictly prohibited.

Here is a breakdown of permitted and unacceptable uses of AI:

Permitted Uses:

- *Brainstorming ideas*
- *Checking grammar and spelling*
- *Conducting background research*
- *Understanding complex topics*
- *Structuring ideas (with teacher approval)*

Unacceptable Uses:

- *Using AI to write final responses*
- *Copying or paraphrasing AI-generated content without giving credit*
- *Asking AI to evaluate and improve grades*
- *Submitting AI work as their own*

Students are required to declare any use of AI in their work. An example of an acceptable declaration is: "AI was used to generate initial ideas and check grammar. All the final work is my own."

Please be aware that plagiarism involving AI is considered malpractice and can result in serious consequences, including disqualification from a unit or subject, a report to the exam board, and a permanent mark on the student's academic record.

Our teachers will be informing students about these AI guidelines, monitoring submissions, reporting any concerns, and authenticating student work.

We encourage you to discuss these guidelines with your child and ensure they understand the appropriate and inappropriate uses of AI in their academic work. If you or your child have any questions, please do not hesitate to contact us.

Sincerely,

*Fi Rowles - Jane
Athena Learning Trust*