



# Artificial Intelligence (AI) Policy

**Ratified by Chair of Govs:**

.

**Signed by .....**

**Date .....**

**Date:**

**Review Date:**

## Policy Statement:

At MIAG (Meeting Individual Aspirations & Goals), we recognise that Artificial Intelligence (AI) is an evolving technology with the potential to enhance learning, support staff, and improve efficiency. We are committed to using AI tools responsibly, ethically, and safely, ensuring that they benefit learners while protecting their rights, privacy, and wellbeing.

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## Aims:

This policy aims to:

- ✚ Set clear expectations for the responsible use of AI at MIAG
  - ✚ Protect learners, especially those with SEND or SEMH, from inappropriate or harmful use of AI
  - ✚ Promote digital literacy, ethical thinking, and critical evaluation of AI-generated content
  - ✚ Ensure that AI use aligns with MIAG's safeguarding, data protection, and teaching values
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## Scope:

This policy applies to:

- ✚ All directors, staff, learners, volunteers, and visitors who use AI at MIAG
  - ✚ Any AI tools, platforms, or technologies used within teaching, learning, or administration
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## Principles for AI Use at MIAG

We believe that any use of AI must be:

### ✓ Safe

- ✚ AI tools must not collect, store, or share personal data without consent
- ✚ Learners must be protected from inappropriate, misleading, or unsafe content

### ✓ Inclusive

- ✚ AI must support learners with additional needs, not replace personalised human interaction

- ✚ Tools must be accessible to learners of all abilities

### ✓ Transparent

- ✚ Learners and staff should know when and how AI is being used
- ✚ AI-generated content must be clearly identified

### ✓ Ethical

- ✚ AI should not be used to monitor or profile learners without their knowledge
  - ✚ It must not reinforce stereotypes, discrimination, or bias
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## Use of AI in Learning and Teaching:

- ✚ AI tools (e.g., ChatGPT, speech-to-text software, or adaptive learning platforms) may be used to:
    - Support literacy, research, or revision
    - Assist learners with SEND to access learning in a personalised way
    - Encourage creativity and exploration
  - ✚ Staff must ensure that AI is used to **support**, not replace, meaningful learning or teaching
  - ✚ Learners will be taught to think critically about AI outputs and to check for accuracy
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## Use of AI in Assessment:

- ✚ AI must not be used by learners to complete assessed work dishonestly
  - ✚ Staff will teach learners about academic integrity and what counts as plagiarism
  - ✚ Where AI is used to support a task (e.g., ideas generation), this must be acknowledged
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## Staff Use of AI:

- ✚ Staff may use AI tools to support planning, communication, resource creation, or admin tasks
  - ✚ Staff must not use AI to make decisions about learners (e.g., behavioural predictions or grading) without human oversight
  - ✚ All use must comply with GDPR and safeguarding policy
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## Data Protection and Safeguarding:

- ✚ Personal or sensitive data must never be inputted into AI platforms unless approved and compliant with GDPR
  - ✚ AI use must not compromise learner privacy or wellbeing
  - ✚ AI tools must not be used for surveillance, recording, or analysis of learner behaviour without explicit consent and risk assessment.
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## Training and Awareness:

- ✚ MIAG will offer training for staff to use AI confidently and responsibly
  - ✚ Learners will be supported to understand what AI is, how it works, and how to use it safely
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## Misuse of AI:

Any misuse of AI, including but not limited to:

- ✚ Using AI to cheat, bully, or spread misinformation
- ✚ Sharing inappropriate AI-generated content
- ✚ Using AI to access restricted or harmful material

...will be addressed in line with MIAG's [Behaviour Policy](#) and [Safeguarding Policy](#)

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## Monitoring and Review

This policy will be reviewed **annually** or in response to changes in:

- ✚ AI technology
- ✚ National guidance or legislation
- ✚ Safeguarding or educational practice