



The Banda School

ARTIFICIAL INTELLIGENCE (AI) POLICY



At The Banda School, we recognise that many of the jobs our pupils will one day pursue may not yet exist. As the role of Artificial Intelligence (AI) rapidly grows, we aim to introduce this technology thoughtfully, prioritising transparency, safety, and pupil wellbeing. The rapid development of AI will likely play a big part in this change. This policy will address the ways we plan to integrate this emerging technology with transparency. We intend to do so cautiously whilst ensuring that students' learning and wellbeing are at the forefront of our approach.

We are guided by three key principles in our use of AI:

1. Transparency: Pupils will be informed when AI is being used in their learning.
2. Responsibility: Pupils must inform teachers if they use AI in their work.
3. Data Protection: The school will use AI in ways that respect privacy and protect personal data.

Pupil use

AI-related content is introduced in an age-appropriate manner, with a focus on foundational understanding for younger children and more complex discussion for older pupils. At The Banda, pupils do not have direct access to the main Generative AI platforms such as Chat GPT and Gemini, as many of these tools require users to be 13 or older. Pupils do have access to some applications that utilise AI as part of the software, such as Canva, but only with supervision from a teacher. Within teaching (largely in Computing and PSHEE lessons), online safety education is already firmly embedded. However, older pupils now learn about how Generative AI works and the risks associated with it and this includes the following:

Pupils learn about:

- The risks of deepfakes and AI-generated imagery
- Bias and inaccuracies in AI outputs
- Age restrictions on AI platforms
- Data privacy and the importance of not sharing personal information
- The need for human oversight
- Risks of over-reliance on AI

Alongside this teaching, pupils are also made aware of the consequences of misuse of AI at school. Instances of this will be dealt with in line with our Behaviour Policy and may involve disciplinary procedures and contact with parents where necessary.

As with any digital tool, the use of AI will be monitored with safeguarding in mind. Any concerns arising from pupil use of AI will be escalated in accordance with our Safeguarding Policy.

Teacher use

Teachers may use AI for the following:

- **Assessment Design:** AI can enhance assessment creation and provides feedback on common mistakes.
- **Data Analysis:** AI can analyse data to identify knowledge gaps and reach performance evaluations.
- **Human-Guided Assessment:** Teachers can use AI to differentiate assessments, analyse trends and provide feedback. AI is not solely responsible for grading.
- **Personalised learning:** AI can assist teachers in differentiating tasks, suggesting lesson plans, generating visuals, and customising practice based on student need.
- **Resource Compilation:** AI can recommend relevant books, articles, teaching techniques, research, and methods for lessons.
- AI can be used to assist with email and report writing, as well as policy writing and updating.

The safe use of AI by teachers:

- Teachers will receive training on how AI works and the risks associated with AI platforms.
- We encourage teachers to explore the capabilities of AI cautiously.
- Teachers are accountable for what they create - AI can save teachers time when it comes to resource creation with the capability to produce excellent, differentiated resources but teachers must continue to use their expertise to evaluate the outputs generated.
- Teachers will take care with setting of tasks (particularly homework tasks) to ensure minimal opportunity for AI use if unsupervised.
- Teachers look to develop certain opportunities in some subject areas (e.g. History, RPE) where AI could support certain tasks - e.g. the planning of a presentation or essay.
- The Banda School complies with the Kenyan Data Protection Act (2019) and GDPR principles when using any AI-powered tools. Therefore personal data will not be uploaded into any AI tool.
- If any pupil or user data is collected through AI-powered tools, this will be anonymised to protect user privacy.
- Staff and students will not share personal identifiable information.
- Teachers are made aware of the fact that work created by pupils is their Intellectual Property. Therefore consent is required from their parents before uploading any original work into an AI platform.
- Teachers must be aware of copyright laws and should be cautious when uploading material into an AI platform.
- Teachers will be supported through ongoing training to ensure safe and effective use of AI tools.

Parents

We invite parents to actively engage in conversations with their children about AI, helping them understand both the potential and the pitfalls of these tools.

If parents notice unsupervised AI use when pupils are completing homework on iPads, we encourage them to raise this with the school so we can address it together.

Date of next review: September 2026

Signed:

Head

Chairman