



Use of Artificial Intelligence (AI) Policy

Loving God – Serving others – Flourishing together

RESPECT – ASPIRE – REJOICE

Approved by:

FGB

Date: March 2026

Last reviewed on:

March 2026

Next review due by:

March 2027

“Encourage one another and build each other up.”

1 THESSALONIANS 5:11

1. Purpose of the Policy

VISION & VALUES

Our vision: “**Loving God – Serving Others – Flourishing Together**” and linked bible reference: “*Encourage one another and build each other up.*” 1 Thessalonians 5:11, are at the core of everything we do. They underpin our teaching and learning, and provide an environment which prepares our pupils as confident, happy citizens.

Our values: **Respect, Aspire** and **Rejoice** were chosen as verbs, as they are what our St. Mark’s Community **do** to support us living out our vision daily.

At St Mark’s CE Primary School, we recognise the growing role of Artificial Intelligence (AI) in education and society. This policy sets out the responsible, ethical, and effective use of AI technologies to enhance learning, teaching, and school management while safeguarding our pupils, staff, and community.

Our approach aligns with the latest UK government legislation and guidance, including data protection laws (GDPR), the Department for Education’s AI safety and pedagogy frameworks, and the principles outlined in the 2026 *Every child achieving and thriving* policy paper.

Key questions for school leaders:

- What are our school’s core aims for using AI in learning and administration?
 - How do we ensure AI use reflects our Christian values of Respect, Aspire, and Rejoice?
 - What safeguards do we need to protect pupil and staff data and wellbeing?
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2. Scope and Definitions

This policy applies to:

- All pupils at St Mark’s CE Primary School
- All teaching, support, and leadership staff
- Parents, carers, governors, and visitors
- All AI systems, software, and tools used within the school environment or for school purposes

Definition of AI:

Artificial Intelligence refers to computer systems designed to perform tasks normally requiring human intelligence, such as learning, reasoning, feedback provision, and decision-making. Examples include AI-driven assessment tools, assistive technologies, and administrative automation.

3. Principles and Values

Our use of AI will:

- Support **inclusive education**, ensuring equitable access for pupils with SEND, EAL, and diverse backgrounds.
 - Enhance **personalised learning** by providing tailored feedback and resources.
 - Uphold **data privacy and security**, complying with GDPR and UK data protection laws.
 - Complement and never replace the **human connection** central to teaching and pastoral care.
 - Promote **digital literacy and safety** for pupils and staff.
 - Reflect our ethos of **loving God and serving others** by using AI ethically and responsibly.
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4. Roles and Responsibilities

4.1 Governing Body

- Approve and review the AI policy regularly.
- Ensure adequate resources and training for safe AI use.
- Monitor compliance with legal and ethical standards.

4.2 Headteacher and Senior Leadership Team (SLT)

- Lead implementation and integration of AI tools aligned with school improvement priorities.
- Ensure staff receive appropriate training and support.
- Oversee risk assessments and data protection impact assessments (DPIAs) for AI tools.
- Communicate clearly with parents and the community about AI use.

4.3 Teachers and Support Staff

- Use AI tools in line with this policy and training.
- Monitor pupil engagement and wellbeing when using AI.
- Report any concerns or misuse promptly.

4.4 Pupils

- Engage responsibly with AI technologies under supervision.
- Follow school rules concerning AI use and digital conduct.

4.5 Parents and Carers

- Support the school's AI policy and encourage safe use at home.
- Engage with communications about AI initiatives and provide feedback.

Key questions for school leaders:

- Who will be the AI lead or coordinator?
 - How will we ensure clarity of roles and accountability?
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5. Implementation Strategies

5.1 Selection and Procurement of AI Tools

- Use only AI tools that meet UK government safety and privacy standards.
- Prioritise tools that support SEND and inclusive education, such as assistive technologies.
- Conduct thorough DPIAs and pilot trials before full adoption.

5.2 Training and Professional Development

- Provide ongoing training on AI literacy, safety, and pedagogy for all staff.
- Embed AI skills development in existing professional qualifications and CPD.

5.3 Curriculum and Pedagogy

- Integrate AI thoughtfully to enhance learning without increasing screen time unnecessarily.
- Use AI to support formative assessment, personalised feedback, and lesson planning efficiency.
- Encourage critical thinking about AI among pupils, including ethical considerations.

5.4 Data Privacy and Security

- Ensure all AI systems comply with GDPR and UK data protection laws.
- Store and process pupil data securely using the school's data spine infrastructure.
- Limit access to AI-generated data to authorised staff only.

5.5 Communication and Engagement

- Inform parents and carers about AI use and benefits, risks, and safeguards.
- Provide opportunities for community feedback and dialogue.

Key questions for school leaders:

- What AI tools align with our curriculum and SEND provision?
 - How will we monitor and evaluate AI's impact on learning and wellbeing?
 - What training is needed to build staff confidence and expertise?
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6. Monitoring, Evaluation, and Review

- The AI lead will monitor AI usage and report termly to SLT and governors.
- Collect feedback from pupils, staff, and parents on AI's effectiveness and concerns.
- Review the policy annually or in response to legislative or technological changes.
- Use findings to update training, procurement, and safeguarding procedures.

Key questions for school leaders:

- How will we gather and act on stakeholder feedback?
 - What metrics will indicate successful AI integration?
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7. Related Procedures and Documentation

- Data Protection Policy
 - Online Safety Policy
 - SEND Inclusion Policy
 - Staff Code of Conduct
 - Acceptable Use Agreements (for pupils and staff)
 - Risk Assessment and DPIA templates for new AI tools
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8. Conclusion

St Mark's CE Primary School is committed to harnessing the potential of AI to enrich learning and reduce workload, while maintaining a safe, inclusive, and values-driven environment. This policy ensures that all stakeholders understand their roles in using AI responsibly and effectively.
