



# Tomlinscote School

3<sup>rd</sup> June 2025

Dear Parents and Carers, and Students

## Re: Use of Artificial Intelligence (AI) at Tomlinscote

As you know, Artificial Intelligence (AI) is a hot topic in the news, and in-particular in Education. I am writing to update you on how we are beginning to use AI at Tomlinscote, particularly with regards to staff practice, and how this fits into our wider plans for Learning & Teaching. As a school committed to using technology meaningfully, and with all staff and students having one-to-one access to iPads, we see the use of AI as a natural step forward — however this is a step that we are approaching carefully and responsibly.

### What is AI?

AI, and more specifically **Generative AI**, refers to tools that can produce content — such as text, images, or feedback — in response to a prompt. Tools like ChatGPT, Google Gemini or Brisk are powerful systems that can help support planning, feedback and communication in a school context, among other uses.

### Tomlinscote's current AI approach

At this stage, our use of AI is predominantly limited to **staff only**. Teachers are starting to explore tools such as Microsoft CoPilot, Google Gemini and Brisk (which will soon be launched school-wide). These platforms are all on a Trust-approved list and are used in line with our **Acceptable Use of Artificial Intelligence Policy**.

Staff may use AI to support:

- Lesson planning and curriculum development
- Generating ideas and resources
- Providing feedback using tools like **Brisk Boost** (which acts like a “personal feedback tutor”)
- Reducing admin workload to allow more time for students
- Bringing learning to life in the classroom through directed interactions with tools, controlled by teaching staff

All AI-generated content is checked and adapted by staff to ensure it aligns with our curriculum and is suitable for our students. It is not a replacement for teaching, and we are fully committed to keeping the teacher at the heart of the learning process, reflecting best-practice of “keeping the human-in-the-loop” whenever leveraging AI tools.

### Will students be using AI?

At this stage, student use of AI is not permitted in school, however there may be situations where students are given access to appropriate AI tools. Indeed, you may have seen the fantastic Diversity Flags produced in Art during the recent enrichment day – students curated and developed ideas through Adobe's Firefly AI image generation. In addition, a small group of staff are

currently exploring Brisk's Boost Activity, which enables us to provide direct, instant feedback to student responses, and personalised feedback tutoring. Any further direct student use of AI will be carefully phased in the future, with age-appropriate materials and clear guidance. Our initial focus will be on **AI literacy**, helping students understand what AI is, how to use it responsibly, and how to critically evaluate content it produces, in addition to highlighting the impact of misusing AI, especially in assessments.

Parents will be fully informed before any student-facing AI tools are introduced. Safeguarding, data privacy and ethical use are our top priorities.

### **Being transparent**

We know that AI is a fast-moving topic, and we want to be open with you about how it's being used. For example, you may notice feedback that's been enhanced using Brisk, or see lesson materials developed using AI-supported planning tools. We will always endeavour to make it clear when AI is involved in the learning journey.

### **What's next?**

Later this term, we'll be offering a **parent workshop** on AI in education. This will provide an opportunity to see how AI is being used in school, ask any questions, and learn how to support your child in using AI responsibly at home.

If you have any questions in the meantime, feel free to get in touch with me directly.

Thank you for your continued support as we explore these new technologies together — responsibly, transparently, and with the best interests of our students always in mind.

Yours sincerely,

### **Mr S. Young**

ICLT Lead

Tomlinscote School

 Apple Teacher  Learning Coach



**PS** – In the spirit of being open, I used an AI assistant to help draft this letter. It gave me a good starting point, but the content has been carefully reviewed and tailored to reflect how we work here at Tomlinscote.