askKira.com

PARENTAL COMMUNICATION & HOMEWORK POLICY ADDENDUM

AUTUMN TERM, 2025

For use by schools and MATs to engage families on safe AI use, in line with DfE guidance (12 Aug 2025).

Purpose
To provide clarity for parents and carers on how the school approaches AI in teaching, learning, and homework. This ensures transparency, builds trust, and helps families support children in using AI responsibly.

1. Parent Letter Template
Subject: Our school's approach to AI
Dear Parent/Carer,

You may be aware of recent updates from the Department for Education on the safe and responsible use of Artificial Intelligence (AI) in schools.
At [School Name], we are taking a cautious and balanced approach:

- AI is used by staff to help reduce workload and improve lesson resources.
- AI use by pupils is limited and always supervised.
- We do not allow personal or sensitive data to be entered into AI tools.
- Safeguarding, online safety, and data protection remain our top priorities.

For homework, pupils are expected to complete tasks independently. While AI may be used to support study (for example, researching or generating revision questions), it must not be used to produce answers or assignments directly. Teachers will provide guidance on when AI can and cannot be used.

We are sharing this approach so that you are aware of our expectations and can support your child at home.

Thank you for working with us to make sure technology is used positively, safely, and fairly.

Yours sincerely,
 [Headteacher Name]

2. Homework Policy Addendum

- Pupils must not submit AI-generated work as their own.
- AI may be used for study support only, such as:
  - generating practice questions
  - summarising revision notes
  - exploring alternative explanations
- All final homework should reflect the pupil's own thinking and effort.
- Teachers may ask pupils to show notes, drafts, or workings as part of homework checks.
- Suspected misuse of AI will be treated under the school's behaviour/assessment policy.

Notes for Leaders

- *This addendum links directly to your AI Policy, Homework Policy, and KCSiE safeguarding responsibilities.*
- *Ofsted inspectors will expect to see how AI availability is acknowledged in policies and parent engagement.*
- *Keep copies of parent letters and communications for inspection evidence.*