



INTELLECTUAL PROPERTY (IP) & CONSENT PACK

AUTUMN TERM, 2025

For use by schools and MATs to ensure compliance with copyright law, pupil rights, and DfE guidance on generative AI use (12 Aug 2025).

Purpose

To make sure pupil and staff-created work is protected, and that schools are not exposed to copyright or consent risks when using generative AI.

1. Staff Explainer – Copyright & AI

- What counts as copyright material?
- Essays, lesson plans, homework, drawings, creative writing, and prompts entered into AI tools.
- Why it matters:
- AI companies may use submitted content to train their models. Using or publishing AI-generated outputs may infringe the rights of other schools, creators, or organisations.
- Staff responsibility:
- Always check whether outputs are accurate, safe, and lawful. Final accountability lies with the staff member and school, not the AI tool.

2. Parent/Pupil Consent Template

Letter extract / form:

We are beginning to use approved AI tools to support teaching and learning. These tools may use pupil-created work (such as essays or lesson tasks) as input prompts.

We will never share personal data (such as names, addresses, or medical information) with AI tools.

To comply with copyright law, we require parental consent before any pupil-created work is entered into AI platforms.

Please tick below:

- I give permission for my child's original work to be used as input into approved AI tools.
- I do not give permission.

Signed: _____ (Parent/Carer)

Date: _____



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3. Staff Prompt Declaration (optional)

Form statement for staff:

I confirm that when using generative AI tools, I will:

- Not enter any personal data of pupils or staff.
- Not use pupil-created work without parental consent.
- Take responsibility for checking accuracy, safety, and appropriateness of all outputs.

Signed: _____

Date: _____

Notes for Leaders

- *DfE guidance stresses that copyright is distinct from data protection law. Consents for personal data do not automatically cover copyright use.*
- *Exceptions to copyright are limited - always assume consent is needed.*
- *Keep consent forms on record - Ofsted may ask how you've managed IP risks.*