

Dear parents and carers,

As emerging technologies like artificial intelligence (AI) become more prevalent, Milton Keynes College is proactively developing strategies to guide the safe, effective, and ethical use of these tools for student learning following principles outlined below:

1. Ethical Use: AI technologies must be used in a manner that is ethical, transparent, and respects the dignity and rights of individuals.
2. Support Education Goals for All: AI will be thoughtfully used to enhance outcomes for every student.
3. Privacy and Data Protection: All AI applications must comply with the General Data Protection Regulation (GDPR) and other relevant data protection laws. Personal data must be handled with the utmost care and confidentiality.
4. AI Literacy: Students and teachers will build skills to critically evaluate the accuracy of and potential bias within AI and utilise AI technologies ethically.
5. Academic Integrity: Students are expected to produce original work and properly credit all sources, including AI tools.
6. Continuous Evaluation: We will routinely audit AI use, updating policies and training as needed.

We remind parents and carers that AI tools may have age restrictions. For example, ChatGPT currently requires users to be at least 13 years old and requires parental or legal guardian consent for students between the ages of 13 and 18.

At Milton Keynes College, we plan to use Microsoft Copilot and our in-house developed agents such as a revision helper with students, with guardrails (the safeguards that are put in place to stop the systems generating inappropriate or dangerous content) suitable for over 13s.

Microsoft Copilot is an AI helper which allows students to ask questions, to create such things as images and presentations all by text prompting.

Microsoft Copilot keeps all data within Milton Keynes College IT systems, does not allow any data to be used to train AI models, does not send data to any other companies or organisations, and deletes all data frequently.

We will assume consent from parents/carers for their young person to use Microsoft Copilot, unless you would like to contact us to opt out.

Please note, any opt-out will only apply to tools provided by the college and the college instance of Microsoft Copilot. We will not be able to stop students using their own devices to access AI tools, and will not be able to stop students looking for AI tools on the internet

Our goal is to create a learning environment where AI technologies enhance learning and to prepare students for the future. We aim to support students to use critical thinking around AI and understand the pros and pitfalls of its use.

If you have any concerns or queries regarding the use of AI, please do not hesitate to get in touch. digitallearning@mkcollege.ac.uk