



The Grey Coat Hospital

AI and Academic Integrity Policy for Staff

POLICY NAME: AI and Academic Integrity Policy for Staff

GOV COMMITTEE: Curriculum Committee

LAST POLICY REVIEW DATE: September 2026

POLICY REVIEW SCHEDULE: Annual

1. Introduction

The Grey Coat Hospital recognises that Artificial Intelligence (AI) is increasingly embedded in education, workplaces, and everyday life. AI tools can support learning, accessibility, creativity, administration, and efficiency when used responsibly.

This policy establishes clear expectations for the ethical, transparent, safe, and effective use of AI across the school community.

The school recognises that AI technologies present both opportunities and risks. While AI may enhance productivity, accessibility, and learning, it must never undermine academic integrity, safeguarding responsibilities, or the authenticity of student work.

“Detection is a compliance tool. Authenticity is human.”

The Grey Coat Hospital believes that academic integrity is best protected through:

- clear expectations,
- professional judgement,
- authentic assessment practices,
- strong relationships with students,
- and transparent communication,
- rather than reliance on AI detection software alone.
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This policy aligns with:

- Joint Council for Qualifications (JCQ) guidance on AI use in assessments;
- awarding body regulations;
- UK GDPR requirements;
- safeguarding obligations;
- and wider professional standards.

2. Purpose

This policy aims to:

- Provide consistent expectations around AI use across the school.
- Promote authentic student thinking, creativity, and independent learning.
- Support staff in using AI responsibly and effectively.
- Ensure compliance with JCQ and awarding body regulations.
- Protect student privacy, safety, and intellectual property.
- Prepare students for a future in which AI literacy is increasingly important.
- Ensure AI use aligns with safeguarding, academic integrity, copyright, and data protection standards.

3. Scope

This policy applies to:

- all teaching staff;
- support staff;
- leadership staff;
- contractors;
- volunteers;
- governors;
- and visitors using AI technologies in connection with school activities.

The policy applies whether AI tools are accessed:

- on school-owned devices;
- through school systems;
- or on personal devices used for school purposes.

4. Guiding Principles

4.1 Authenticity Over Detection

AI detection tools are not considered sufficiently reliable indicators of academic misconduct when used in isolation.

Detection software may:

- incorrectly identify genuine student work as AI-generated;
- fail to identify AI-assisted content;
- and produce false positives or false negatives.

Staff must not rely solely on AI detection tools when making decisions regarding authenticity or malpractice.

Instead, staff are expected to use professional judgement informed by:

- knowledge of the student;
- classroom performance;
- drafting history;
- verbal questioning;
- comparison with supervised work;
- and wider contextual evidence.

4.2 Human Thinking Matters

The Grey Coat Hospital values:

- original thought;
- critical thinking;
- authentic student voice;
- creativity;
- and independent learning.

AI may support learning, but it must not replace the thinking process expected from students.

Students must continue to develop:

- reasoning,
- evaluation,
- writing,
- problem-solving,
- and communication skills independently.

4.3 Transparency

Where AI use is permitted:

- students and staff must acknowledge how AI has been used;
- expectations must be communicated clearly;
- and assessment conditions must remain transparent.

Transparency supports:

- trust,
- fairness,
- academic integrity,
- and consistent expectations across the school.

5. The Grey Coat Hospital Traffic Light Framework for AI Use

To ensure consistency across departments and classrooms, all learning activities and assessments should be categorised using the following framework.

RED – No AI Permitted

AI use is not permitted unless explicitly authorised as part of an approved access arrangement or assistive technology provision compliant with JCQ regulations.

Examples include:

- public examinations;
- mock examinations;
- supervised assessments;
- timed essays;
- baseline assessments;
- controlled assessments;
- and in-class independent writing tasks.

AMBER – AI Permitted but Must Be Acknowledged

AI may support aspects of learning but must not replace independent thinking or final authorship.

Examples include:

- brainstorming;
- planning;

- revision support;
- proofreading suggestions;
- accessibility support;
- translation;
- and research guidance.

Students must acknowledge AI use where required by the teacher or awarding body guidance.

GREEN – AI Use Expected

AI use forms part of the learning process and may itself be critically evaluated.

Examples include:

- AI literacy activities;
- research tasks;
- coding activities;
- evaluation of AI outputs;
- digital literacy projects;
- and collaborative inquiry tasks.

Teachers must clearly communicate the AI category for each task or assessment.

6. Acceptable Uses of AI

6.1 Student Use

Students may use approved AI tools for:

- brainstorming ideas;
- generating revision questions;
- revision and retrieval practice;
- research guidance;
- summarising information;
- translation and accessibility support;
- planning structures;
- and checking spelling or grammar where permitted.

AI must not replace:

- independent analysis,
- personal response,
- or assessed thinking.

6.2 Staff Use

Staff may use approved AI tools for:

- lesson planning support;
- curriculum development;
- drafting administrative communications;

- creating differentiated resources;
- accessibility adaptation;
- translation support;
- generating quizzes and revision materials;
- and administrative efficiency
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All outputs generated by AI must be:

- reviewed;
- checked for accuracy;
- and professionally edited before use.

Staff remain fully accountable for all materials shared with students, parents, and colleagues.

Only use AI if you would be happy to tell the students you have used it. If you would not want students to know it is AI, there is probably a reason not to use it.

7. Academic Integrity and Authentic Work

AI-generated work submitted as entirely original student work may constitute academic misconduct where:

- AI use was prohibited;
- AI use was not acknowledged;
- or AI replaced independent student thinking.

Teachers are expected to evaluate authenticity through:

- classroom discussion;
- verbal questioning;
- drafting history;
- process evidence;
- comparison with previous work;
- and observation of student voice and writing style.

Indicators of AI-generated writing may include:

- overly polished but impersonal writing;
- repetitive transition phrases;
- generic or vague language;
- formulaic structures;
- excessive buzzwords or filler phrases;
- and lack of authentic student voice.

These indicators must never be treated as definitive proof in isolation.

8. JCQ and Examination Board Compliance

The Grey Coat Hospital recognises the guidance issued by the Joint Council for Qualifications (JCQ) regarding the use of Artificial Intelligence in assessments and qualifications.

All staff must ensure that AI use aligns with:

- JCQ regulations;
- awarding body guidance;
- and qualification-specific requirements.

8.1 Authentication of Student Work

Teachers remain responsible for ensuring that submitted work:

- is the student's own work;
- reflects the student's understanding;
- and complies with malpractice regulations.

AI-generated content must not replace independent student thinking or writing in assessed work unless explicitly permitted by the specification.

8.2 Coursework and Non-Examined Assessment (NEA)

Where AI use is permitted in coursework or NEA preparation:

- students must acknowledge AI use appropriately;
- AI use must remain transparent;
- students must be able to explain submitted work;
- and teachers must be satisfied that work remains authentic.

Staff should remind students that:

- copying AI-generated responses may constitute malpractice;
- rewording AI-generated content does not automatically make work authentic;
- and AI tools may generate inaccurate or fabricated content.

8.3 Examinations and Controlled Assessments

AI tools must not be accessed during:

- public examinations;
- mock examinations;
- supervised assessments;
- or controlled assessment conditions.

Staff supervising examinations must ensure:

- internet access restrictions are followed where applicable;
- AI-enabled applications are disabled where required;
- and suspected malpractice is escalated in line with examination procedures.

8.4 Professional Judgement and Evidence

The school recognises that AI detection software alone is not sufficiently reliable to determine malpractice.

Concerns regarding authenticity should instead be informed by:

- professional judgement;
- classroom evidence;
- student discussion;
- drafting evidence;

- and inconsistencies between supervised and unsupervised work.

8.5 Staff Training

The school will provide ongoing professional development relating to:

- AI literacy;
- academic integrity;
- examination board expectations;
- safeguarding implications;
- and responsible classroom implementation of AI tools.

9. Data Protection and Privacy

Users must not upload confidential, sensitive, or personally identifiable information into AI systems unless explicitly authorised by the school.

This includes:

- student records;
- safeguarding information;
- assessment data;
- staff employment information;
- medical or behavioural records;
- and unpublished school documents.

All AI use must comply with:

- UK GDPR;
- safeguarding obligations;
- copyright law;
- and school data protection policies.

10. Ethical and Safe Use of AI

The Grey Coat Hospital is committed to responsible and ethical AI use.

Users must consider:

- Bias: AI systems may reflect societal or dataset bias.
- Accuracy: AI outputs may contain factual inaccuracies or fabricated information.
- Human Oversight: AI outputs must always be reviewed by a member of staff.
- Safeguarding: AI must never place students at risk.
- Accessibility: AI should support inclusion and accessibility where appropriate.
- Environmental Impact: AI should be used proportionately and responsibly.

11. Prohibited Uses

The following uses of AI are prohibited:

- Submitting AI-generated work as entirely original in RED tasks.
- Using AI in a manner that breaches JCQ regulations.

- Using AI to impersonate another individual.
- Generating harmful, discriminatory, or inappropriate content.
- Uploading confidential or safeguarding-related information into AI systems.
- Using AI to bully, manipulate, deceive, or harass others.
- Using unapproved AI tools for school business.
- Compromising the integrity of qualifications or assessments.

12. Staff Responsibilities

All staff are responsible for:

- clearly communicating AI expectations to students;
- applying the Traffic Light Framework consistently;
- ensuring compliance with JCQ and awarding body regulations;
- using professional judgement rather than relying solely on AI detectors;
- promoting authentic learning and critical thinking;
- maintaining safeguarding and data protection standards;
- modelling ethical and responsible AI use;
- and escalating concerns appropriately where malpractice is suspected.

13. Student Responsibilities

Students are expected to:

- follow AI expectations for each task;
- acknowledge AI use where required;
- submit authentic work;
- use AI safely and responsibly;
- and seek clarification when uncertain about permitted AI use.

14. Monitoring and Review

The Grey Coat Hospital recognises that AI technologies and educational guidance are rapidly evolving.

This policy will be reviewed regularly to reflect:

- developments in AI technology;
- JCQ updates;
- examination board guidance;
- safeguarding considerations;
- legislative changes;
- and school operational needs.

15. Conclusion

“The real cost is not dishonesty. It is disengagement.”

The Grey Coat Hospital believes that meaningful learning happens when students know their thinking matters. AI should support learning, not replace it.

Our focus remains on:

- curiosity,
- authenticity,
- creativity,
- academic integrity,
- and the development of human understanding.

Links to other policies:

- Examination Policy
- Mobile Phone Policy
- GDPR Policy
- Staff Code of Conduct
- ICT Acceptable Use
- Plagiarism Policy