Parmiter's School

Founded 1681

3 November 2026

Dear Parents and Carers

Working in Partnership with AI

As Artificial Intelligence (AI) continues to evolve and become increasingly present in our children's lives, homework and conversations, Parmiter's School is committed to ensuring that this technology serves as a tool for empowerment rather than a barrier to learning. The most successful outcomes for our students will occur when the school, parents and carers work in close partnership to foster AI literacy and ethical habits, which will ensure that our students are future-ready and ethical users of this technology.

The school's role is to provide a safe, regulated framework for AI use. We maintain a Register of AI Digital Tools to ensure all platforms used in lessons are age-appropriate and data secure. Our teachers and staff are regularly trained and committed to briefing students on ethical use when AI is used in learning, focusing on purposeful creation and problem solving.

These are our "AI Red Lines", which are the rules for AI acceptable use that the school community is expected to follow.:

- **Approved Tools Only:** Students may only use AI tools approved by the school, i.e. Google products, in the first instance.
- **School Accounts:** AI platforms must only be accessed using the student's **school email or school Google Account login**.
- **Data Privacy:** Students must **never enter personal or sensitive data** (such as names, addresses or private thoughts) into AI tools.
- **Academic Integrity:** Any unattributed use of AI generated text or imagery is classified as **plagiarism**. While AI can support preparation, it must never substitute for final assessed work or coursework.
- **Conduct:** AI must not be used to generate content that impersonates, bullies or harasses others, nor can it be used to create explicit or offensive material.

How we educate our students in the use of AI:

- **Google's Gemini certification:** Over the next two weeks, all Year 7 students in their Parmiter's Learner Lessons are taking part in Google's Gemini certification for students course. During this course, students will get to explore AI tools like Gemini and Gemini Notebook, learning not only how they work but also how to use them responsibly to boost their learning and creativity. On completion of the course, they should be equipped with the skills to confidently and safely navigate the world of AI, ensuring our students are leaders in this field.

- **Guidance to students:** Students now have guidance in their pocket planners as a reminder of what they should and shouldn't do using AI, especially focusing on ethical use and avoiding cognitive offloading. This guide was written by our students and staff on our T&L Committee, based on our school AI policy.

Headteacher: Mr A Smith MPhil (Cantab), NPQH, FCCT, FRSA
High Elms Lane, Garston, Herts WD25 0UU
admin@parmiters.herts.sch.uk | www.parmiters.herts.sch.uk | 01923 671424 | Thomas Parmiter Sports Centre 01923 682805

As parents and carers, you are the teachers of digital behaviour at home. By modelling healthy digital habits, such as maintaining tech free evenings or showing how you critically evaluate information, you help your child build a foundation of wellbeing and safety, and back up the messaging students receive from school.

To help support your child, we suggest the following approach at home:

- **The "Thinking Partner" Rule:** Encourage your child to use AI for brainstorming or iterating ideas, rather than simply generating an output. Relying on AI to write complete tasks can lead to "cognitive offloading", which impairs memory and neural connectivity.
- **Protecting Privacy:** Teach your child that anything typed into an AI should be treated as "public". They must **never input personal data** such as names, school locations or private thoughts into unauthorised chatbots.
- **Maintaining Assessment Integrity:** All work submitted to the school must be the student's own. If AI is used during the preparatory stages, it **must be acknowledged transparently**, noting the tool used and the purpose of the interaction. Unattributed AI content is classified as plagiarism.
- **Critical Thinking:** Encourage your child to question AI outputs. Ask them: *"Who created this information?"* and *"Is this factually accurate?"*
- **Weekly Family Tech Check-ins** to maintain an open dialogue about digital life. These conversations can prevent digital breakdowns and help you stay connected to your child's experience. During these check-ins, you might ask:
    - **What's working well** with the tools you are using?
    - **What's not working**, or what feels confusing?
    - **What support do we need** from each other?

In addition, we recommend adopting age-appropriate boundaries to help children navigate this technology safely:

- **For Years 7 and 8:** Think about using shared accounts and ensure an adult is nearby when they use AI tools.
- **For Years 9 to 11:** Focus on "co-creating" rules rather than imposing them. Weekly Family Tech Check-ins, as stated above, can be a helpful way to discuss what is working and what support is needed.
- **Digital Hierarchy of Needs:** Prioritise wellbeing and safety first. Ensure your child has a secure foundation of values and boundaries.

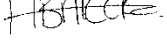
You do not need to be an expert in AI to support your child; you only need to be **curious, intentional and connected**. We will continue to provide information and training, as it becomes available, to help all members of our community feel confident in this new landscape, so do look out for further communications and events we will be hosting for parents and carers.

AI Support Website for Parents and Carers: We have created a webpage to support parents and carers in the use of AI and how they can support their children. This site has practical hints and tips on what parents and carers can do to support their child with AI and further details covering AI.

If you feel that, as a school, we can support parents/carers further with the use of AI, please let us know via this form and we will try and support you the best we can with this ever-changing area.

Thank you for your ongoing support in helping our students use AI responsibly, ethically and creatively.

Yours sincerely



Mr Baker
Deputy Headteacher