



## Check for Guidance on Using Al

Sometimes you are allowed to use AI, and other times you are not.

Remember some AI tools are not suitable for your age.

If in doubt, ask.



## Maintain Academic Integrity

Use your own words and always acknowledge when AI has helped.

Any use of AI should be acknowledged.



## Information Safety

No personal or private information should be included in prompts or in uploaded files/images.

Don't include your name or anything that shows who you are.



#### **Output Check**

Sometimes AI can be incorrect, too general or unfair.

Check what it tells you with other trusted sources or adults before using it.

Check AI tools before using them.



### Use AI as a Tool and an Assistant

You need to be careful that Al is used only to help you learn not replace thinking or take over in anyway.

Is AI supporting my learning, not replacing it?

#### **USAGE EXAMPLES: RECEPTION**





Check for Guidance on Using Al

A Reception student watches the teacher demonstrate how to use a talking Al toy, and after seeing how it works, asks, "Can we use that for our activity today?



Maintain Academic Integrity

They draw their own version of an animal after the teacher shows an Al-generated example to support inspiration.



**Information Safety** 

The teacher reminds students not to say their names when using class tools connected to the internet.



**Output Check** 

The teacher reads the Al's response aloud and asks, 'Does that make sense?' to guide student thinking.



Use AI as a Tool and an Assistant

All is used by the teacher to suggest animals for students to act out in Performing Arts.

#### **USAGE EXAMPLES: YEAR1**





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The teacher models asking Al about an animal's habitat and explains, 'We don't use it without an adult.'



Maintain Academic Integrity

Students describe their favourite animal in their own words after seeing the teacher use AI further extend their knowledge.



**Information Safety** 

The teacher shows safe prompts (no names, no details), explaining why privacy matters.



**Output Check** 

The teacher checks and discusses the Al output with the class, asking, 'Do we agree with this?'



Use AI as a Tool and an Assistant

Students use printed Al-generated lists (made by the teacher) to help choose words for writing.

#### **USAGE EXAMPLES: YEAR 2**





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The teacher explains AI is like a helper tool and shows how to ask it a safe question about changes in technology.



Maintain Academic Integrity

Students work in pairs to write their own timeline of technology changes using a teacher modelled example with Ai input as a research tool.



**Information Safety** 

The teacher shows how no personal information is typed and reminds students to stay safe.



**Output Check** 

The class compares Al's response about places around the world to a book from the library to spot errors.



Use AI as a Tool and an Assistant

All is used by the teacher to generate a poem which students use as a guide to write their own.

#### **USAGE EXAMPLES: YEAR 3**





Check for Guidance on Using Al

A Year 3 student asks, 'Is it okay to use an AI tool with you to assist my HASS project?' and checks with the teacher.



Maintain Academic Integrity

The student writes their own version of a report about Australia, using Al with teacher guidance to generate a list of traditional foods.



**Information Safety** 

The student avoids typing any personal details into AI, following teacher reminders to keep prompts safe.



**Output Check** 

The teacher asks AI about Christmas traditions worldwide. After reading, students compare it with classroom resources and find the AI missed some details, so they check with the teacher.



Use AI as a Tool and an Assistant

With the teacher's help, students ask AI to suggest paragraph starters but build the paragraphs themselves, ensuring it assists their learning.

#### **USAGE EXAMPLES: YEAR 4**





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A Year 4 student checks the school AI guide before using it in their narrative planning.



Maintain Academic Integrity

The student uses their own ideas for a historical narrative and, with teacher guidance, acknowledges that Al helped with name suggestions, ensuring the work remains their own.



**Information Safety** 

The student asks the teacher, "Is it safe to share this photo?" The teacher reminds them not to upload anything with faces or names.



**Output Check** 

The student fact-checks the Al's information on the First Fleet with the class timeline, with the teacher guiding them through verifying accuracy.



Use AI as a Tool and an Assistant

Teacher models using AI to generate verbs to improve students writing but students construct sentences independently.

#### **USAGE EXAMPLES: YEAR 5**





Check for Guidance on Using Al

A Year 5 student asks their teacher before using an Al image generator to brainstorm persuasive writing topics.



Maintain Academic Integrity

With support from a teacher, they seek editing advice a narrative text draft, noting, 'The AI helped edit and organise my ideas.'



**Information Safety** 

The teacher models a range of safe AI prompts without personal details.



**Output Check** 

Students compare Al-generated facts with reliable websites to check for accuracy.



Use AI as a Tool and an Assistant

Students use teacher-guided AI tools to explore synonyms and descriptive vocabulary together.

#### **USAGE EXAMPLES: YEAR 6**





Check for Guidance on Using Al

A Year 6 student works alongside a parent or teacher to explore ideas for a debate outline using Al.



Maintain Academic Integrity

They build their debate argument in their own words, crediting Al for structural ideas discussed with an adult.



**Information Safety** 

They practice entering only safe, general prompts during a guided classroom session on Al use.



**Output Check** 

During a shared activity, they spot incorrect Al content and use class resources to improve it.



Use Al as a Tool and an Assistant

They brainstorm perspectives on a topic with the teacher using a school-approved Al tool.