



NEW PLYMOUTH BOYS' HIGH SCHOOL

TE KURA TAMATĀNE O NGĀMOTU

Title	GENERATIVE AI
Reference Number	Resources
Section	D410
Written By	NPBHS Headmaster
Checked By	NPBHS Policy Committee
Approved By	NPBHS Board of Trustees
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Associated Policies	<u>D401 Information & Communication Technology</u> <u>C301 Bullying</u> <u>A103 Privacy Policy</u> <u>F610 Students' Cellphones in School</u>
Associated Procedures	

RATIONALE

The aim of this policy is to provide safety, clarity, and guidance around the use of AI tools by students and staff in a rapidly evolving digital landscape meeting Ministry of Education expectations.

PURPOSE

1. To set clear expectations and boundaries for acceptable AI use by students and staff
2. To promote transparency and fairness in how AI is integrated into teaching, learning, and assessment
3. To empower staff and students to use AI as a tool for enhancing creativity, critical thinking, and learning outcomes
4. To protect student well-being and privacy by ensuring responsible data and content use
5. To ensure alignment with the New Zealand Curriculum, Te Tiriti o Waitangi and the school's strategic goals
6. The Board approves the use of Generative AI at NPBHS, and the Headmaster and Senior Leadership Team will approve specific Generative AI tools provided the guidelines for use are understood and practised

SCOPE

This policy applies to all students, faculty, staff, and any third-party vendors providing AI services.



DEFINITIONS

In this policy, Generative AI or Artificial Intelligence (AI) refers to technologies that enable machines to perform tasks that typically require human intelligence, including machine learning, natural language processing, and data analysis.

GUIDELINES FOR USE:

1. Educational Use - All tools should primarily be used to support educational objectives, including personalised learning, assessments, and skill development. All technologies should be age-appropriate and aligned with the developmental levels of students. All tools must be used under the supervision of a qualified teacher or staff member
2. Data Privacy and Protection - Collecting personal data from students for AI applications requires informed consent from parents or guardians. All data collected through AI tools must be stored securely and accessed only by authorised staff. The school will not enter personal data into generative AI tools, ensuring the privacy of our staff and students remains confidential
3. Ethical Standards - All tools must be evaluated for bias and should promote fairness in education opportunities. Students and staff should be informed about how AI tools work. The rights of students and staff must be respected in the implementation and use of AI technologies.
4. Academic Integrity - Use of AI tools must not compromise academic integrity. Students must be educated on the ethical use of AI-generated content. Students should be held accountable for their use of AI in academic work, ensuring that it complements their learning rather than replacing their efforts
5. Monitoring and Evaluation - AI tools' effectiveness and ethical implications must be regularly assessed and reviewed. Stakeholders (students, parents, and staff) are able to provide feedback on the AI tools used within the school
6. Compliance and Enforcement - Consequences for violating this policy may include restricted access to AI tools, educational interventions, or disciplinary actions. The Headmaster, Senior Leadership Team, Policy Committee and Board will review the policy on a regular basis
7. Professional Development - Training will be provided to staff to ensure they are knowledgeable about AI tools and their implications in education

Additional Legislation and Resources:

- Privacy Act 2020
- Ministry of Education | Te Tāhuhu o te Mātauranga: Generative AI
- NZQA | Mana Tohu Mātauranga o Aotearoa: Guidance on the acceptable use of Artificial Intelligence
- Privacy Commissioner | Te Mana Mātāpono Matatapu:
 - Artificial Intelligence and the IPPs
 - Privacy Impact Assessments
- The Education Hub - An introduction to the role of Artificial Intelligence in classroom and schools