

26 March 2026

Dear Parents and Carers,

As part of our commitment to providing high-quality education and preparing students for the future, The Portsmouth Academy would like to outline our approach to the use of Artificial Intelligence (AI) in learning, both in school and at home.

AI and other digital technologies are becoming increasingly common in education. When used well, they can support learning and help students develop their understanding. However, it is vital that AI tools are used safely, responsibly, and in ways that support learning rather than replace it.

### **AI use in schools:**

Any AI tools used in schools are carefully selected and approved by the Trust. We assess them to ensure they are appropriate for education, meet safeguarding expectations, and comply with data protection requirements.

Whenever AI tools are used to support teaching and learning, there will always be a 'human-in-the loop', e.g. a teacher will check any output from an AI tool for accuracy before it is used. The use of AI tools to support with feedback and assessment will be communicated to parents and students in advance.

AI does not replace high-quality teaching, but it can be used to help improve efficiency, enabling teachers and other school staff to spend more time supporting students.

AI can support students learning, but it should not replace their own thinking, discretion and decision making. Students are expected to work independently and use AI in line with Thinking School Academy Trust's AI Use Policy. The policy is available on the Trust website here – [TSAT AI Policy](#).

AI tools cannot be used in exams. Teachers will tell students if they're allowed to use AI tools when doing their work – the rules will depend on the qualification. Students can lose marks or be disqualified if using AI when they shouldn't. The JCQ (Joint Council for Qualifications) have helpful guidance for students here - [JCQ-AI-poster-for-students-2.pdf](#)

### **AI use at home:**

Learning at home supports students to practise skills, become more confident, and prepare for exams and what comes next.

You can support your child by talking with them about how they use AI and digital tools, encouraging them to explain their learning in their own words, and reinforcing the importance of honesty, effort, and independent thinking.

AI tools should be used responsibly and if you or your child are concerned about inappropriate use of AI, please inform the school. Please also remember that AI tools have different age restrictions which should be checked before AI tools are used.



By working together, we can ensure technology enhances learning while maintaining high expectations and academic integrity. Thank you for your continued support.

Yours sincerely,



Mr D. Botting  
Executive Principal, The Portsmouth Academy