



**Southern
Education
Trust**

Safe Use of AI Policy

Purpose:

This policy outlines the guidelines and principles for the safe and ethical use of artificial intelligence (AI) within the Multi Academy Trust (MAT). Its aim is to ensure that AI is used responsibly, transparently, and in a way that benefits all stakeholders.

Scope:

This policy applies to all staff, students, and visitors within the MAT. It covers the use of AI tools, systems, and applications in all areas of the MAT's operations, including education, administration, research, and development.

Principles:

1. **Ethical Use:** The use of AI must align with ethical principles, including fairness, transparency, accountability, and non-discrimination.
2. **Data Privacy:** AI systems must comply with data privacy regulations, such as the General Data Protection Regulation (GDPR), and protect the personal data of individuals.
3. **Bias Mitigation:** AI systems must be designed and trained to minimize bias and ensure that they do not perpetuate discrimination or prejudice.
4. **Transparency:** The use of AI must be transparent, with clear communication about the capabilities, limitations, and potential risks of AI systems.
5. **Accountability:** The MAT is responsible for the ethical and responsible use of AI, and individuals involved in the development, deployment, and use of AI systems are accountable for their actions.

Guidelines:

1. **Risk Assessment:** Before implementing any AI system, a risk assessment must be conducted to identify potential risks and benefits.
2. **Training and Education:** Staff must receive training and education on the ethical and responsible use of AI, including data privacy, bias mitigation, and accountability.
3. **Monitoring and Evaluation:** The use of AI systems must be regularly monitored and evaluated to ensure compliance with this policy and to identify areas for improvement.
4. **Collaboration:** The MAT will collaborate with external experts and organizations to ensure that AI is used effectively and responsibly.
5. **Review and Update:** This policy will be reviewed and updated regularly to reflect changes in technology, regulations, and best practices.

Specific Considerations:

- **Student Data:** The use of AI with student data must be particularly careful to protect privacy and ensure that data is used ethically and responsibly.
- **Algorithmic Fairness:** AI systems must be evaluated for fairness and bias, particularly in areas such as admissions, assessment, and placement.
- **Human Oversight:** AI systems must be used under human oversight to ensure that they are used appropriately and that any potential issues are addressed.

By adhering to these principles and guidelines, the MAT can ensure that AI is used safely, ethically, and to benefit all stakeholders.