Privacy Notice for Artificial Intelligence

Approved by	Full Governing Body
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We are harnessing the opportunities and benefits Artificial Intelligence (AI) can bring. The use of AI in school is tightly controlled. We use AI to help automate some of the manual tasks we need to complete. AI helps us with data driven decision making, repetitive and rule-based tasks, and predictive analytics. We do not routinely use personal data when using AI. If we do use personal data, we ensure a Data Protection Impact Assessment has been completed to identify any risks in the process for data subjects. We do not allow our data to be used as part of the Large Language Model (LLM) powering the AI solution so that we can ensure any personal data remains within our control.

No automated decisions are made using AI. Any AI outputs are verified by our staff to ensure accuracy and to identify bias.

No special category or sensitive data is used in AI activities. We have an AI policy in place and guidance for staff on how to use the technology safely and lawfully.

If you would like more information about how we use AI in school, please speak to the school office.

The personal information we might use for this purpose is likely to include:

- Child's name
- Child's identifiers (class, year)
- Attainment data

This information is not shared with others and is purely for internal use. The school is the data controller, and the provider of AI technologies is the data processor. Our legal basis for using personal data for this purpose is that it is a task in the public interest.

Any information regarding the pupil will be retained in line with our statutory pupil record.

No personal information is routinely available outside of the UK. Should a transfer of personal information be necessary we will only do so where it is permitted by law and where appropriate safeguards are in place.

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For information about your rights in relation to this use of your personal information please see section 5 of our overarching privacy notice.

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