

The Viaduct Federation use of AI

Introduction

Generative artificial intelligence (AI) is a type of technology that can create new content—such as text, images, or ideas—by learning from large amounts of information. At the Viaduct Federation, we recognise the exciting potential of AI to support pupils, staff, and leaders by enhancing learning, reducing administrative workload and helping with planning. We are committed to using AI responsibly and safely, ensuring it benefits everyone in our school community while maintaining the highest standards of care and safeguarding.

Evaluation Process

Before adopting any AI tools, the Viaduct Federation carefully evaluates each one to ensure it is safe, secure, and suitable for the specific purpose it will serve. This evaluation process helps us manage risks, protect personal data, and confirm that the tools align with our educational goals and safeguarding responsibilities.

Current Tools and Usage

At present, we use AI to support the following work: creating documents, conducting research, planning activities, drafting initial responses for stakeholders, and proofreading. This tool helps reduce workload and allows leaders to focus more on strategic priorities and pupil outcomes.

The main generative AI sites used are SLTAi and Co-pilot as they comply with our risk assessment tools to ensure safe and secure usage.

These tools are used thoughtfully to complement the expertise of our staff, not to replace professional judgement or the important relationships between teachers and pupils.

Reassurance and Non-Usage

Bushfield School does **not** use AI for reviewing personal information or sensitive data. Protecting the privacy and safety of our pupils and staff is paramount, and such tasks require human oversight and discretion beyond what AI can responsibly provide.