

Student Handbook AI Acceptable Use Policy

Lick-Wilmerding High School

AI Acceptable Use Policy The purpose of academic integrity is to build a culture of trust and transparency where students and teachers can communicate and learn authentically. It is impossible to name all the potentialities or use cases, so this policy is grounded in our core values (belonging, excellence, craft, and optimism) and the values of academic integrity.

The school recognizes that AI has educational value as a learning tool. Students may use generative AI as a learning tool, and they are responsible for adhering to course-level Acceptable Use guidelines in this regard. Violations of the AI Acceptable Use Policy will be treated in accordance with violations of Academic Integrity under LWHS's Accountability Process.

Guidelines on Ethical AI Use

- LWHS community data may not be shared with AI models or chatbots, including full names, emails, or other personally identifiable information. Personally identifiable information includes first and last names, emails, addresses, birthdates, or anything that is linkable to a specific individual.
- Students must verify sources, identify bias, and check accuracy of any output of an AI tool, as models can produce false or biased information.
- The use of AI to intentionally generate misinformation, images, deepfakes, or false likeness of members within the community is a significant violation of acceptable use.
- Intellectual property of others or images of others may not be shared or uploaded into an AI platform without explicit permission from the owner.

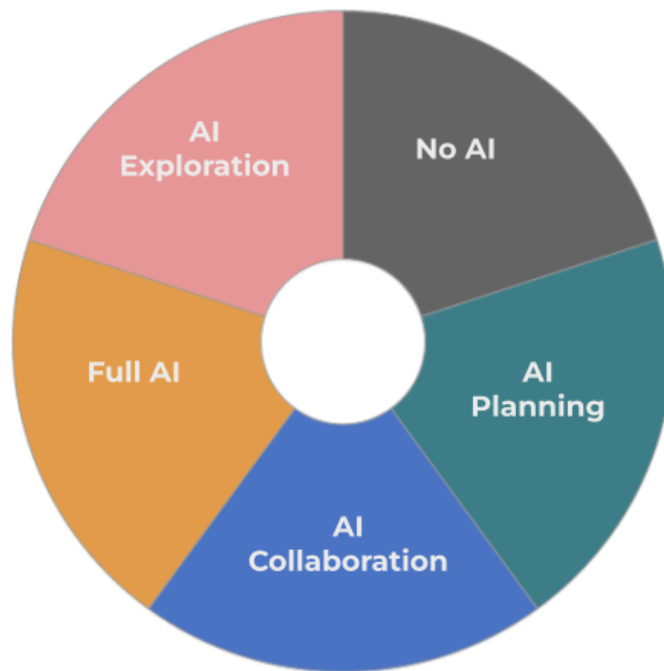
Guidelines on AI Use on Assessed Work

- Teachers make expectations and guidelines for AI use on assessed work explicit and published on the syllabus and in conjunction with individual assignments, as needed. If not specific, students are responsible for advocating for clarity.
- Violation of a course AI policy results in consequences outlined in Lick's academic integrity policy.
 - Grade-level deans are responsible for investigating academic integrity violations, and they will be equipped with AI-detection software as one tool for determining whether a violation occurred in the investigation process.

- An AI acceptable use guideline must be published on a syllabus or assignment in order for a use of AI to be considered an academic integrity violation. Furthermore, faculty are responsible for educating students on the preferred way to cite AI use, when applicable.

The AI Assessment Scale (below) referenced in course syllabi is a structured framework developed by educators to provide a shared language for AI use across courses and grade levels. More information is available from your teacher or department chair.

AI Acceptable Use Scale



No AI - The assignment is completed entirely without AI assistance in a controlled environment, ensuring that students rely solely on their existing knowledge, understanding, and skills. **Students may not use AI at any point during the assignment.**

AI Planning - AI may be used for pre-task activities, such as brainstorming, outlining, and initial research. This level focuses on effective use of AI for planning, synthesis, and ideation, but assessments of learning should emphasize the ability to develop and refine these ideas independently. **Students may use AI for planning, idea development, and research. Their final submission should show how they have developed and refined their ideas.**

AI Collaboration - AI may be used to help complete the task, including idea generation, drafting, feedback, and refinement. Students should critically evaluate and modify the AI suggested outputs, demonstrating their understanding. **Students may use AI to assist with specific tasks. They must critically evaluate and modify and AI-generated content used.**

Full AI - AI may be used to complete any elements of the task, with students directing AI to achieve the assignment goals. Assignments at this level may also require engagement with AI to achieve goals and solve problems. **Students may use AI extensively throughout their work as they wish, or as specifically directed in the assignment. Focus on directing AI to achieve goals while demonstrating**

critical thinking.

AI Exploration - AI is used creatively to enhance problem-solving, generate novel insights, or develop innovative solutions to solve problems. Students and educators co-design assessments to explore unique AI applications within the field of study.

Students use AI creatively to solve problems, potentially co-designing new approaches with faculty.