AI Responsible Use Guidelines STUDENTS

BE THE LEADER: Learning is Still Your Job

- Remember that AI is a tool to support your thinking, not replace it.
- Always check the AI Collaboration Scale first. This tells you exactly how AI can be used for an assignment.
- Follow your teacher's guidance precisely on when, why, how, and which district-approved AI tools are allowed.
- Be ready to explain how you used AI and why - this shows you are doing the learning.

BE A DETECTIVE: Verify Everything

- Treat AI like a source—it needs to be questioned.
- Ask yourself important questions before using AI's answer:
  - Logic Check: Does this answer make sense?
  - Accuracy Check: Is this information actually true?
  - Gap Check: What information or details are missing?
  - Next Step: How does this help me move forward in my assignment?
- AI can "hallucinate" (make things up). Always double-check dates, names, and facts against your notes, textbook or school resources, or ask a trusted adult.

BE SAFE: Digital Safety is a Non-Negotiable

- Protect your privacy. Never share personal information like your full name, home address, passwords, or photos.
- Respect others. Never use AI to hurt, target, or embarrass yourself or another person.
- Know when to ask for help. If you are struggling, need help, or feel unsafe, talk to a trusted adult immediately. AI is a tool, not a support system for mental health.

BE HONEST: Own Your Work

- Use AI only when permitted by your teacher.
- Ensure the work you submit reflects your own thoughts, research, and voice. If you use AI, credit the source.
- Protect the integrity of your education and the trust of your peers and teachers. Misuse of technology, including AI tools, will be addressed according to the Acceptable Use Policy and the Student Handbook.