RCPS STUDENTS

USING AI WITH INTEGRITY

Roanoke City PUBLIC SCHOOLS

CORE Expectations

GET APRROVAL

- Students must receive authorization before using AI for any assignment, project, or research task (Student Code of Conduct – Responsible Use of AI). Unauthorized use is considered cheating.

YOUR OWN WORK

- Students are expected to "perform honestly by producing their own work" and respect others' intellectual property.
- AI cannot be used to complete assignments intended to measure personal knowledge or skills.

CITE IT

- Any AI-generated content used for brainstorming or drafting must include a citation that includes:
  - the AI tool used
  - the date accessed
- example:
  - *Generated by Microsoft Co-Pilot, February 2026*

VERIFY IT

- AI does not provide verifiable sources and cannot guarantee accuracy.
- Students must analyze, fact-check, and verify AI-generated information using teacher-approved, resources.

DEMONSTRATE UNDERSTANDING

- AI is not a substitute for learning. Students must:
  - be able to explain concets in their own words.
  - show analysis, synthesis and reflection.
  - apply understanding to show mastery

Prohibited Use

STUDENTS MAY NOT USE AI TO:

- submit AI-generated work as their own
- evade academic responsibilities
- misrepresent understanding
- enter any personally identifiable information (PII) about students or staff
- perpetuate bias, inequity, or harmful content

Non-Negotiables

RCPS REQUIREMENTS:

- Data Privacy: No PII (student or staff) may be entered into AI systems.
- Ethical Use: AI outputs are advisory, not authoritative and must undergo human review.
- Equity & Accessibility: AI must not create or reinforce bias or inequities.
- Approved Tools Only: Only AI tools vetted and approved by the RCPS Technology Department may be used.

Upcoming

- **S** – Seek Approval: Ask your teacher first.
- **M** – Mark Your Sources: Clearly cite AI tools used.
- **A** – Analyze & Verify: Check accuracy with trusted sources.
- **R** – Reflect & Demonstrate Learning: Show your own thinking.
- **T** – Think Before You Submit: Ensure your work represents what you know.