

Crafting an AI Policy

Understanding and integrating generative AI in education

Unsure how to approach the use of generative AI in your classroom or district? Consider these points when crafting your own AI policy:

1. Defining Purpose and Vision

How will your students ideally use AI? What will AI enable them to do that they're currently limited in or struggling with? Define the purpose behind the use of AI in your classroom and cast a compelling vision for its use. Consider defining how you will assess the impact of its use.

2. Establishing Ethical Use

Consider the ethical issues that AI can pose, such as bias and misinformation, academic integrity, accessibility, and diversity, equity, and inclusion (DEI) concerns. Plan how you will teach students to critically evaluate AI in light of these important topics.



Invite students to consider these questions when evaluating AI:

- Is the AI-generated content accurate? How can you test or assess the accuracy?
- Can other credible sources (outside of generative AI) validate the data or item produced?
- How does the generated information impact or influence your thinking on this topic?
- Who is represented in this data? Is the data inclusive in terms of the material's scope and the perspectives that it presents?

Source: Cornell

3. Safeguarding Privacy and Security

What is safe and advisable for students to use? Many AI tools have not been designed with the safety of minors in mind. Consider how you will teach students to protect themselves and their privacy and data when using generative AI tools.

4. Choosing Specific AI Tools

What actions would you like students to perform using generative AI tools? Which tools do you want students to use, and how will they access them? Define certain tools you expect to use in your classroom and outline any that you will specifically prohibit, including how you will communicate this information to students.

5. Complying with Legal Requirements

Before implementing any policy into your classroom, be sure it complies with any existing school, district, and state policies and guidelines.



Find more AI resources and guidance at imaginelearning.com/ai-resources.