

Issue Date	7th June 2021
Review Date:	August 2025
Lead Officer	Strategy, Learning and Development Manager

Learner Artificial Intelligence (AI) Policy

Purpose

This policy outlines the appropriate and ethical use of Artificial Intelligence (AI) tools and technologies by learners engaged in Cornwall Neighbourhoods for Change (CN4C) programmes. It aims to ensure learners use AI in ways that enhance their learning and development while maintaining the integrity and fairness of their work.

Scope

This policy applies to all learners participating in CN4C's educational, vocational, and community programmes where AI may be used for learning, assignments, or assessments.

Permitted Uses of AI by Learners

Learners may use AI tools for the following purposes, provided they adhere to ethical guidelines:

1. Learning Enhancement:

- Researching and gathering information.
- Developing skills in technology and AI literacy.

2. Content Creation:

- Drafting ideas, brainstorming, or generating outlines for projects or assignments.
- Creating supplementary study materials (e.g., quizzes, summaries).

3. Skills Development:

- Practicing coding, problem-solving, or other technical skills.
- Engaging with interactive tools to improve understanding of specific topics.

Prohibited Uses of AI by Learners

To maintain academic and ethical standards, the following uses of AI are not allowed:

1. Plagiarism:

- Submitting AI-generated content as entirely original work without proper acknowledgment.

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- Copying answers or solutions directly from AI outputs.

2. Unethical Behaviour:

- Using AI to bypass learning objectives (e.g., generating answers for assessments or projects designed to evaluate knowledge or skills).
- Misrepresenting the extent of personal effort in completing tasks.

3. Inappropriate Content:

- Generating or using AI to access harmful, discriminatory, or inappropriate material.

Responsibilities of Learners

1. Academic Integrity:

- Learners must ensure all work submitted is their own, with any AI assistance clearly disclosed and appropriately credited.

2. Transparency:

- Clearly identify where AI has been used to support or enhance their work, such as in research, content generation, or problem-solving.

3. Critical Thinking:

- Evaluate AI-generated content critically for accuracy, relevance, and reliability.

4. Compliance:

- Adhere to CN4C's wider policies on plagiarism, safeguarding, and equality when using AI.

Guidance on Ethical AI Use

- CN4C will provide training on how to use AI tools responsibly and effectively.
- Learners are encouraged to ask for support if they are unsure about appropriate AI use in their studies or projects.

Consequences of Misuse

Violations of this policy, including submitting AI-generated content as original work, may result in:

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1. First Instance:

- Educational guidance on ethical AI use and resubmission of work.

2. Repeat Offences:

- Escalation to formal disciplinary action, which may include failure of assignments or removal from the programme.

Support for Learners

Cornwall Neighbourhoods for Change is committed to supporting learners in developing digital and AI literacy while safeguarding their academic integrity. For questions or concerns about this policy or using AI tools, learners can contact their programme lead.

Policy Review

This policy will be reviewed annually to ensure it reflects current AI trends, ethical considerations, and CN4C's learning goals.

For more information, contact Cornwall Neighbourhoods for Change at **info@cn4c.org.uk** or **01209 310610**.