



October 2026

Dear Parents/Carers and Pupils,

As part of our commitment to ensuring fairness and integrity in all assessments, we are sharing with you the latest guidance from the Joint Council for Qualifications (JCQ) on the use of Artificial Intelligence (AI) in coursework and examinations.

AI tools such as ChatGPT, Snapchat My AI, or Google Translate are becoming more common, and while they can be useful for learning, it is important to understand the rules around their use in assessments. Misuse of AI — for example, submitting AI-generated work as your own — is considered malpractice and could result in disqualification from your qualification.

To help you, we are attaching the JCQ AI poster for students, which summarises the key points you need to know:

- You must always submit your own independent work.
- If you use AI tools, you must clearly acknowledge them.
- AI cannot be used in exams, and misuse in coursework will have serious consequences.
- If you are ever unsure, ask your teacher before using AI in your work.

We encourage you to read the poster carefully and keep it in mind as you prepare for your assessments. By following these rules, you will protect the integrity of your qualifications and develop valuable skills in using AI responsibly.

Yours sincerely,

*D Wall*

Mrs D Wall  
Vice Principal