The National College®

Generative AI in Education Guidance: Meeting DfE Requirements

As part of Teacher & Leader AI, your school receives a full support package aligned to the DfE's **"Generative Artificial Intelligence (AI) in Education"** guidance. In this document we've simplified everything, so you know exactly what's expected - and how we help you meet those requirements.

Leadership & Strategic Compliance

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	Expectations and Duties for Schools	Source & References	Recommended PD	Recommended Resources
	**Senior Leadership Teams** should take a strategic, risk-based approach to AI adoption, considering the context and needs of their community.	*'Any use of generative AI by staff, students, and pupils should be carefully considered and assessed, evaluating the benefits and risks of use in its education setting.'* DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: Using AI safely and effectively	• Certificate in the Role of the AI Lead (coming soon) • AI in Education: Future-Proofing Policies | Secondary (potentially update for 2025) • AI in Education: Future-Proofing Policies | Primary (potentially update for 2025)	✓ Artificial Intelligence (AI) Risk Assessment ✓ Safe Use of AI Policy ✓ AI in the Classroom Policy ✓ AI & Homework Policy
	Schools must ensure any use of AI is **compliant with existing legal frameworks**, including data protection laws (GDPR), safeguarding, and equality duties.	*'If schools and colleges choose to use pupil-facing generative AI, they must take great care to ensure they are abiding by their legal responsibilities, including those related to: data protection, keeping children safe in education, intellectual property law'.* DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: Opportunities and challenges for the education sector	✓ AI Policy Paper: Introducing Generative Artificial Intelligence into Education ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence • AI and Data Protection (coming soon)	✓ Safe Use of AI Policy ✓ Data Protection Policy ✓ Cyber Security Policy ✓ Child Protection & Safeguarding Policy
	**Accountability:** Clear governance structures should be in place to oversee the development, deployment, and ongoing management of AI products in schools.	*'The generative AI product must prioritise transparency and children's safety in its design. '... Expectation to ' sufficient testing with a diverse and realistic range of potential users and use cases is completed, sufficient testing of new versions or models of the product to ensure safety compliance before release is completed, the product should consistently perform as intended'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Design and testing.	• Certificate in the Role of the AI Lead (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	• AI Lead Job Description (coming soon) • AI Lead Interview Pack (coming soon) • AI Lead Report to Headteacher (coming soon) ✓ AI Risk Assessment ✓ ICT Governor's Report to Governing Board template

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	**Continuous Improvement:** There should be mechanisms for regular review and improvement of AI products based on feedback and evolving best practices.	*'...a formal complaints mechanism will be in place, addressing how safety issues with the software can be escalated and resolved in a timely fashion, policies and processes governing AI safety decisions are made available'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Governance	• Certificate in the Role of the AI Lead (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	• AI Lead Report to Headteacher (coming soon) ✓ Safe Use of AI Policy ✓ AI in the Classroom Policy ✓ AI & Homework Policy ✓ Complaints Procedures Policy
	Schools are expected to update **policies and procedures** (e.g., safeguarding, IT use, assessment) to reflect AI's use and risks.	*'For any use of AI, schools and colleges should: consider online safety, including AI, when creating and implementing their school or college approach to safeguarding and related policies and procedures.'* DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: Using AI safely and effectively	• Certificate in the Role of the AI Lead (coming soon) ✓ AI in Education: Future-Proofing Policies | Primary ✓ AI in Education: Future-Proofing Policies | Secondary	✓ Child Protection & Safeguarding Policy ✓ Online Safety Policy ✓ Cyber Security Policy ✓ AI Risk Assessment ✓ Exam Malpractice & Maladministration Policy
	**Regular staff and student training** and clear communication of AI expectations are required.	*'Following the call for evidence, the main request from educators is further training and guidance on the safe use of AI.'* DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: The future for generative AI in education	✓ Certificate in the Fundamentals of AI for Educators • Introducing AI into Lessons (coming soon)	✓ CPD & Training Policy ✓ Safe Use of AI Policy ✓ AI Risk Assessment

Teaching and Learning

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	**Teachers should understand** how students might use generative AI for learning, and plan for both positive use and potential misuse (e.g., plagiarism).	*'Schools and colleges may wish to review homework policies, and other types of unsupervised study to account for the availability of generative AI. This may include developing guidance on when it is acceptable or appropriate to use generative AI tools for educators, students and pupils.'* DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: Using AI safely and effectively	• How to Recognise and Deter AI Misuse in Assessments (coming soon) ✓ AI-Empowered Classroom: Transitioning from Teacher to Coach | Primary ✓ AI-Empowered Classroom: Transitioning from Teacher to Coach | Secondary	✓ Exam Malpractice & Maladministration Policy ✓ AI Risk Assessment ✓ AI in the Classroom Policy ✓ AI & Homework Policy ✓ Homework Policy
	**AI should be used to support**, not replace, effective teaching practice, and should not compromise curriculum aims or learning outcomes.	*'Technology, including generative AI, should not replace the valuable relationship between teachers and pupils.' + 'Generative AI tools can make certain written tasks quicker and easier, but it cannot replace the judgement and deep subject knowledge of a human expert.'* DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: Opportunities and challenges for the education sector	✓ AI as Digital TA: Differentiating Learning | Primary ✓ AI as Digital TA: Differentiating Learning | Secondary ✓ AI for Lesson Planning: Digital Tools for Your Classroom | Primary ✓ AI for Lesson Planning: Digital Tools for Your Classroom | Secondary ✓ AI-Based Feedback Tools: A Practical Guide for Teachers | Primary ✓ AI-Based Feedback Tools: A Practical Guide for Teachers | Secondary	✓ AI in the Classroom Policy ✓ Curriculum Policy ✓ Marking & Feedback Policy

Privacy, Security & Data Protection

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	Expectations and Duties for Schools	Source & References	Recommended PD	Recommended Resources
	**Compliance:** AI products must comply with relevant data protection laws and regulations, ensuring user privacy is upheld.	*'Edtech developers or suppliers should also make sure they are compliant with: UK GDPR, which covers DPIAs, the sharing of personal data for training purposes, data controller responsibilities, and organisational data access; Schedule 1, Part 2, Paragraph 18 of the Data Protection Act 2018, which covers data processing in the context of the safeguarding of children; ICO's Children's code, which sets out how to ensure that online services appropriately safeguard children's personal data; ICO's guidance on AI and data protection, which provides broad guidance, including a data protection risk assessment toolkit'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Privacy and data protection	• Certificate in the Role of the AI Lead (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	• AI Lead Report to Headteacher (coming soon) ✓ Safe Use of AI Policy ✓ AI in the Classroom Policy ✓ AI & Homework Policy ✓ Complaints Procedures Policy
	**Data Minimisation:** Only necessary data should be collected and processed, with clear purposes outlined for its use.	*'We expect products to provide a clear and comprehensive privacy notice which is presented at regular intervals in age-appropriate formats and language with information on: the type of data - why and how this is collected, processed, stored and shared by the generative AI system; where data will be processed, and whether there are appropriate safeguards in place if this is outside the UK or EU; the relevant legislative framework that authorises the collection and use of data'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Privacy and data protection	• Certificate in the Role of the AI Lead (coming soon) ✓ AI in Education: Future-Proofing Policies | Primary ✓ AI in Education: Future-Proofing Policies | Secondary	✓ Child Protection & Safeguarding Policy ✓ Online Safety Policy ✓ Cyber Security Policy ✓ AI Risk Assessment ✓ Exam Malpractice & Maladministration Policy
	**Data Protection:** AI products must ensure the security of user data, protecting it from unauthorised access or breaches.	*'The generative AI product must have a robust approach to data handling and transparency around the processing of personal data, including: compliance with all relevant data protection legislation and regulations'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Privacy and data protection	• AI and Data Protection (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence ✓ Annual Certificate in GDPR & Data Protection for Staff	✓ Data Protection Policy ✓ Records Management Policy ✓ Privacy Notice templates (various)

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	**System Integrity:** The integrity of the AI system should be maintained to prevent manipulation or misuse.	*'Schools and colleges should also comply with the Computer Misuse Act 1990 which sets out criminal offences related to unauthorised access and modifications to computer material, which could include users reprogramming product functionalities.'* DfE (2025). Generative AI: product safety expectations Guidance, Section: Privacy and data protection	• AI and Data Protection (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	✓ Cyber Security Policy ✓ Staff ICT & Electronic Device Policy ✓ Pupil ICT & Electronic Device Policy ✓ Behaviour Policy ✓ Staff Code of Conduct template
	**User Monitoring:** Systems should enable effective monitoring of user interactions to detect and address any misuse or harmful behavior.	*'The generative AI product must maintain robust activity logging procedures. This function may be integrated into an AI tool or be provided by an additional solution working on top of an AI product. This includes: recording input prompts and responses; analysing performance metrics; alerting local supervisors when harmful and inappropriate content is accessed or attempted to be accessed'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Monitoring and reporting	• AI and Data Protection (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	✓ Filtering and Monitoring Audit template ✓ Online Safety Audit template ✓ Safe Use of AI Policy ✓ Behaviour Policy ✓ Staff Code of Conduct template
	**Reporting Mechanisms:** There should be clear and accessible mechanisms for users to report issues or concerns related to the AI product.	*'We expect that: […] a formal complaints mechanism will be in place, addressing how safety issues with the software can be escalated and resolved in a timely fashion'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Governance	• AI and Data Protection (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	• AI Lead Report to Headteacher (coming soon) ✓ Safe Use of AI Policy

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	**Preventing Harmful Content:** Generative AI products must effectively and reliably prevent access to harmful and inappropriate content by users.This may be achieved by integrating the highest standards of filtering possible within the product or using additional filtering solutions that work on top of an AI product.	*'Generative AI products must effectively and reliably prevent access to harmful and inappropriate content by users. This may be achieved by: integrating the highest standards of filtering possible within the product; using additional filtering solutions that work on top of an AI product'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Filtering	• Filtering & Monitoring Compliance in line with KCSIE | Primary (potentially update 2025) • Filtering & Monitoring Compliance in line with KCSIE | Secondary (potentially update 2025) ✓ Annual Certificate in Online Safety for Teaching Staff ✓ Annual Advanced Certificate in Online Safety for Desinated Safeguarding Leads ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence ✓ AI & Online Safety: Mitigating Risks & Compliance | Primary ✓ AI & Online Safety: Mitigating Risks & Compliance | Secondary	✓ AI Risk Assessment ✓ Safe Use of AI Policy ✓ Cyber Security Policy ✓ AI in the Classroom Policy ✓ Online Safety Policy ✓ Filtering & Monitoring Audit template
	**Respecting Rights:** AI products should respect intellectual property rights, ensuring that content generated or used does not infringe upon existing rights.	*'If schools and colleges choose to use pupil-facing generative AI, they must take great care to ensure they are abiding by their legal responsibilities, including those related to: […] intellectual property law' , DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: Opportunities and challenges for the education sector' + 'The generative AI product must not store or collect intellectual property created by pupils or the copyright owner for any commercial purposes, such as training or fine tuning of models, unless consented to by the: copyright owner; copyright owner's parent or guardian - where the copyright owner is deemed a minor and therefore unable to consent'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Intellectual property"	• AI and Data Protection (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	✓ Data Protection Policy ✓ Records Management Policy ✓ Privacy Notice templates (various)

Procurement and Use of AI

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	Institutions must carefully **assess third-party AI tools** for compliance, safety, and suitability before adoption. Consider supplier credentials, data processing agreements, and how student data will be handled.	*'Safety should be the top priority when deciding whether to use generative AI in your education setting. Any use of generative AI by staff, students, and pupils should be carefully considered and assessed, evaluating the benefits and risks of use in its education setting.'* DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: Using AI safely and effectively	• AI and Data Protection (coming soon) ✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	✓ Academy Tendering & Procurement Policy ✓ Maintained Tendering & Procurement Policy ✓ AI Risk Assessment ✓ Data Protection Policy ✓ Third-party Privacy Notice template
	AI poses new risks to fair assessment. Schools must: • Review and update academic integrity policies. • Teach students about acceptable and unacceptable AI use. • Ensure that assessment design and processes are robust to AI-enabled cheating.	*'Schools, colleges and awarding organisations need to continue taking reasonable steps where applicable, to prevent malpractice involving the use of generative AI. The Joint Council for Qualifications has published guidance on AI use in assessments. This guidance provides teachers and exam centres with information to help them prevent and identify potential malpractice involving the m`isuse of AI. It includes information on: what counts as AI misuse and real-life examples of malpractice; the requirements for teachers and exam centres to help prevent and detect malpractice; AI use and marking; an expanded list of AI tools, including AI detection tools; Ofsted's and Ofqual's approach'.* DfE (2025). Generative artificial intelligence (AI) in education Policy Paper, Section: Using AI responsibly	• Certificate in the Role of the AI Lead (coming soon) • How to Recognise and Deter AI Misuse in Assessments (coming soon)	✓ AI Risk Assessment ✓ Curriculum Policy ✓ Online Safety Policy ✓ Exam Malpractice & Maladministration Policy ✓ AI & Homework Policy ✓ Exam & Assessments Policy ✓ Non-examination Assessments Policy
	User-Centric Design: AI products should be designed with the end-user in mind, ensuring accessibility and usability for all students, including those with special educational needs and disabilities (SEND).	*'We expect that: […] filtering will be adjusted based on different levels of risk, age, appropriateness and the user's needs - for example users with special educational needs and disabilities (SEND)'.* DfE (2025). Generative AI: product safety expectations Guidance, Section: Filtering	• Certificate in the Role of the AI Lead (coming soon) ✓ AI & SEND: Adaptive Teaching Guide | Primary ✓ AI & SEND: Adaptive Teaching Guide | Secondary	✓ Special Educational Needs & Disabilities Policy ✓ Digital Accessability Audit template • AI Lead Report to Headteacher (coming soon) ✓ Accessibility Policy

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	**Rigorous Testing:** Products must undergo thorough testing to identify and mitigate potential risks before deployment in educational settings.	*'We expect that: sufficient testing with a diverse and realistic range of potential users and use cases is completed; sufficient testing of new versions or models of the product to ensure safety compliance before release is completed; the product should consistently perform as intended.'* DfE (2025). Generative AI: product safety expectations Guidance, Section: Design and testing	✓ AI Compliance: Product Safety Expectations for Generative Artificial Intelligence	✓ AI Risk Assessment ✓ Safe Use of AI Policy ✓ Cyber Security Policy ✓ AI in the Classroom Policy

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