The Wild Ways

AI Policy

Effective Date	11/06/2026
Policy Description	Guidance for the ethical, safe, and appropriate use of AI
Author	TWW Lead / Data Integrity Consultant
Approved	CEO
Organisation	The WildWays foundation / Raising A Wild Child

Overview

At The WildWays foundation, our approach is rooted in connection, trauma-informed care, and nervous-system safety. We use technology, including artificial intelligence (AI), in ways that protect children, families, and practitioners, ensuring our values of consent, clarity, and relational practice are upheld. AI will never replace human connection, intuition, or professional judgement. It is simply a support tool, and professional judgement must always come from our practitioners.

Appropriate Uses of AI (What AI can do)

AI is used to enhance our work, not to make decisions about the people we support. Acceptable uses include:

- **Drafting and refining:** Assisting with the structure and clarity of policies, procedures, and internal documents.
- **Accessibility**: Translating complex text into plain-English, family-friendly versions.
- **Administrative support**: Aiding in tasks such as scheduling, turning bullet points into readable paragraphs, and summarising non-sensitive notes.
- **Tone checking:** Ensuring our written communication remains warm, professional, and accessible.

Unacceptable Uses of AI (What AI must NEVER do)

To protect our community, AI must not be used to:

- Make decisions about a child, family, or practitioner.
- Analyse, assess, or diagnose behaviour, needs, or progress.
- Generate observations or "fill-in" content that did not actually happen.
- Replace reflective practice or human-centred communication.

Neuro-Affirming Language and Equity

AI tools can sometimes reflect societal bias, misrepresent neurodivergent communication styles, or over-emphasise neurotypical norms. Therefore, all staff must actively challenge biased phrasing and avoid deficit-based interpretations.

Any AI-assisted reports must be:

- Written in clear, non-pathologising language that highlights the child's strengths, interests, and progress.
- Individualised to the child rather than relying on generic descriptions.
- Thoroughly fact-checked against real session notes, as AI text can sound confident while being incorrect or misleading.

Data Protection, Privacy, and Confidentiality

In strict accordance with UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018, and guidance set forth by the Information Commissioner's Office (ICO), identifiable personal data must never be processed through AI tools.

- Staff must never input names, dates of birth, addresses, EHCP reference numbers, or medical information.

- When using AI for drafting, all information must use initials, fictional placeholders, or be completely anonymised.
- If a practitioner is unsure whether data is safe to input, they must assume the answer is no and consult the data lead.

Safeguarding First

Safeguarding remains our absolute priority. AI must never be used to assess safeguarding risks, draft disclosures, or manage safeguarding information. All safeguarding concerns must be handled exclusively through our established, human-managed safeguarding procedures.

Transparency, Consent, and Intellectual Property

We believe in being fully transparent about when AI has been used as a drafting aid, ensuring that families, schools, and commissioners never feel misled. Furthermore, in line with the Department for Education Guidance on Intellectual Property, we respect copyright and ensure that original, licensed materials are not uploaded into AI models without appropriate permissions.

Practitioner Accountability and Review

No AI output should be used without human review, editing, and approval. Staff are fully accountable for all content and should regularly reflect on whether the material genuinely represents their professional voice and the child they worked with. This policy will be reviewed at least annually, or sooner if legislation changes or new risks emerge.

Reporting concerns

Any concerns about the safe or appropriate use of AI must be escalated directly to the safeguarding lead. Please complete this form **Report a Safeguarding Concern** and contact the Designated Safeguarding Lead.

Designated Safeguarding Lead (DSL): **Rosalind Walker**

Deputy Designated Safeguarding Lead (DDSL): **Kelly Swanson**

Email: **safe@thewildways.org.uk**

Mobile: **07736 774133**

All of our policies can be found on our **website**