

Future Innovators Lab: Detailed Parent Letter on Student Safety and AI Use Policies

Course: Future Innovators Lab: Designing AI Solutions for Real-World Problems

Instructor: [Instructor Name]

Contact: [Email Address]

Dear Parents and Guardians,

At Lake Mary Preparatory School, the safety, privacy, and well-being of your child are our top priorities. As your child participates in the Future Innovators Lab, which integrates design thinking, artificial intelligence (AI) exploration, and innovation, it is essential that you are fully informed of our detailed policies designed to protect and support every student.

1. Digital Safety Policies:

- **Approved Platforms:** Students will only use AI applications, VR platforms, and digital tools that have been vetted and approved by the school.
- **Supervised Access:** Students' use of AI tools will always be supervised by the instructor or an appointed adult.
- **Secure Login Credentials:** Students will be provided secure, school-generated login credentials when required.
- **Privacy Training:** Students will be trained never to share personal identifying information (e.g., last names, addresses, phone numbers) when interacting with AI tools.
- **School-Issued Devices (if applicable):** If using school devices, all internet activity will be filtered through school-approved safety software.

2. Responsible AI Use Policies:

- **Content Monitoring:** Students are prohibited from using AI tools to generate inappropriate, violent, discriminatory, or otherwise harmful content.
- **Plagiarism and Academic Integrity:** Students must acknowledge AI assistance if used in their work and must create original ideas and designs.
- **Critical Evaluation:** Students will be taught to critically assess AI-generated content for accuracy, bias, and ethical considerations.
- **Transparency in Projects:** If AI has significantly contributed to any project, students must disclose its use as part of their final presentation or submission.

3. Emotional and Ethical Safeguards:

- **Open Dialogue Encouraged:** Students will be encouraged to raise concerns if they encounter questionable or uncomfortable content.
- **Mental Wellness:** Lessons will include discussions on the impact of technology and AI on mental health, promoting balance and digital wellness.
- **Ethical Decision-Making:** Through debates, case studies, and project reflections, students will explore real-world ethical dilemmas related to AI and innovation.

4. Parent Communication and Involvement:

- **Transparency:** A full list of applications and digital platforms used will be shared with parents.
- **Parental Consent:** Any use of external tools requiring account creation will require signed parental consent forms.
- **Progress Updates:** Parents will be invited to participate in key events, including the Innovation Expo, and will receive periodic updates about student projects.

5. Schoolwide Safety Protocols:

- **Emergency Technology Shutdown:** In the event of a cybersecurity threat, all devices and platforms can be remotely disabled immediately.
- **Incident Reporting:** Any breach of digital safety, inappropriate use of tools, or ethical violations will be reported to school leadership and parents promptly.
- **Data Protection:** Student data is protected under FERPA (Family Educational Rights and Privacy Act) and school data privacy policies.

Student and Parent Commitment: All students and their parents will be asked to review, sign, and return the Safe AI Use Agreement and Digital Citizenship Pledge at the beginning of the course.

Thank you for your trust and partnership. Together, we can provide students a safe, supportive environment where they can innovate boldly and ethically.

Please contact me anytime if you have questions or concerns.

Sincerely,
[Instructor Name]