

## AI TRANSPARENCY STATEMENT

At Victory Lutheran College, we recognise that Artificial Intelligence (AI) tools can support learning, creativity, and efficiency when used responsibly. To maintain honesty, academic integrity, and trust within our community, we are committed to the safe, responsible, ethical and transparent use of AI tools.

In accordance with the *Australian Framework for Generative Artificial Intelligence in Schools* and our *Responsible Use of AI Policy and Procedure*, this Notice outlines the College's approach to usage and adoption.

We acknowledge that AI usage is rapidly evolving and are committed to ongoing review of our policies and approaches to AI.

## OUR COMMITMENTS

### AI Use

AI may be used to support learning and teaching outcomes such as research and brainstorming, idea generation, editing and feedback, clarification, and structure and organisation, but it must not replace a student's critical thinking or originality.

Staff may access AI technologies in the course of their work to assist with their roles, including; summarising information, generating ideas or assist with lesson planning.

### AI Governance and Risk Management

We have established a governance process to assess and review potential uses of AI. This ensures AI is implemented safely and responsibly.

We are aware of potential risks and take a risk-managed approach to the adoption of AI.

We have implemented the following practices:

- a) Development of a Responsible Use of AI Policy and Procedure
- b) The Policy and this Notice is available to staff, students and parents/carers via Cirrus
- c) Provision of AI training and resources to staff and students

### Respect for Privacy and Safety

We will not input sensitive, confidential, or personal information into public AI platforms. Any AI use must follow College policies on data protection, privacy and online safety.

### Verification and Accuracy

AI-generated content can be incorrect or biased. Users must review, verify, and critically assess any AI output before including it in schoolwork or official documents.

### Review and updates

This AI Transparency Notice was last updated in March 2026. It will be reviewed and updated annually or when significant changes occur.