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**EDUCATION SERVICE  
DIRECTORATE**

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Parents/Carers of Primary and Secondary Pupils

Maria.Lloyd@fife.gov.uk  
03451 555555 ext. 480217  
Maria.lloyd@fife.gov.uk

Your Ref:  
Our Ref: ML/HS

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Dear Parent/Carer,

As we continue to support children and young people in their learning, we would like to provide guidance on the use of Artificial Intelligence (AI), such as ChatGPT, Copilot and similar tools. We know these technologies can be extremely useful and are becoming increasingly common in work, home and school environments, but they do not come without drawbacks. It is important that families, learners, and schools share a clear understanding on how they can be used appropriately.

These AI systems are “large language models”, which means they are trained to produce text by looking for and identifying patterns in vast amounts of data and information. They can understand and generate natural language and content which can be helpful for developing ideas, summarising information, and to support study planning. While this can be useful, we need to be aware that AI does not “think” or understand context, it has inbuilt biases and can make mistakes both in terms of grammar but also fact.

Education develops knowledge, judgement, creativity, and the ability to think deeply and independently. These skills are essential in life, work, and learning.

A key message we wish to reinforce is that: Writing is thinking. When learners plan, organise, draft, edit, and reflect on their own work, they are developing:

- critical thinking
- problem solving skills
- creativity
- resilience
- the ability to communicate effectively
- confidence in their own ideas

Short-cutting this process through the use of AI to generate written responses prevents these important skills from developing. It is also plagiarism if used for any assessment purposes and is a growing issue in Further Education and Higher Education.

We would like to encourage you, as parents and carers, to talk with your children about AI, focusing on:

- using AI as a source of ideas or explanations, not as a generator of finished work
- checking and questioning any information produced by AI
- valuing the process of thinking and writing independently
- understanding the long-term importance of developing their own abilities

In addition to the above, it is important that we also mention the importance of safeguarding personal data and the potential dangers with AI where it can be used to generate fake messages and images, which can be harmful to pupils and families. In Education we are keen to get the balance right between improving pupil's online abilities and their AI literacy, with a continued focus on genuine and lasting connections and relationships with their peers and teaching staff based on authenticity and trust.

The current iPads that all learners in P6-S6 will have access to, have blocked all AI dedicated applications due to the reasons outlined above. The only AI tool available on the iPads is Adobe Express, which is a Scottish Government approved AI software.

In this ever-changing technological world, it is hard to keep up. To support you, [ParentClubScotland](#) is available to provide practical guidance on how to balance screen use for school aged children, focusing on making screen time positive, age appropriate and part of a healthy routine that includes offline activities. [Mind yer Time](#) created by the Children's Parliament and Scottish Youth Parliament, offers child-designed advice, tips and resources to support healthy, positive and rights-based use of screens and social media for children and young people across Scotland.

#### **Reading List:**

**NSPCC Learning:** [Viewing Generative AI and children's safety in the round](#)

**Information Commissioner's Office (ICO):** [Guidance on AI and data protection](#)

**UK Safer Internet Centre:** [Helping children and young people stay safe online](#)

Our goal is to ensure that learners can benefit from new technology while still developing the essential skills they need for future learning, life and to keep them safe.

If you have any questions or would like further guidance, please contact your child's school.

Yours sincerely



Maria Lloyd  
Head of Service, Education