Your AI Compass

the next word |
nextwordnow.ai

Personal Governance for Responsible AI Use in Schools

Start human. Use AI. Stay human.

Before You Hit Enter

The 10-second test

- Would I say this in a staff meeting?
- Would I show this to a parent?
- Would I trust this without checking?
- Does this align with school policy?

If any answer is "no" → pause and rethink.

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1. Purpose

Why am I using AI?

- ✓ Improves learning, wellbeing or efficiency
- ✓ Supports planning, feedback or differentiation
- ✗ Replacing thinking or avoiding responsibility

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4. Transparency & Accountability

Could I explain this?

- ✓ Clear, defensible use
- ✓ Models ethical behaviour
- ✗ Hidden or misleading use

YOU

are the decision-maker.

AI is an advisor, not an authority.

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2. Privacy & Safety

What am I sharing?

- ✓ De-identified, generic inputs
- ✓ Generalised scenarios
- ✗ Names, reports or sensitive wellbeing data

If in doubt → don't input it.

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3. Professional Judgement

Can I rely on this?

- ✓ Cross-check outputs
- ✓ Edited and contextualised
- ✗ Copy/paste without review

AI sounds confident. That doesn't mean it's right.

When Something Feels Off

Report & escalate

You
↓
Line Manager / Head of Department
↓
IT / Data Lead
↓
Leadership

Report:

- Data breach risk
- Unsafe or biased output
- Student misuse
- Unapproved tools
- Parent/community concern

Fast reporting = safer systems for everyone

The Personal Governance Loop

1. Check policy
2. Choose approved tool
3. Sanitise input
4. Generate + interact
5. Verify output
6. Adapt + apply
7. Disclose (if needed)
8. Record / report

Not all AI tools are equal. Some are safer by design.

YOU ARE THE SAFEGUARD

AI doesn't replace professional judgement. It amplifies it.
The quality of AI in schools will be determined by the people using it.

Informed by: OECD AI Principles; Australia's AI Ethics Principles; the Australian Framework for Generative AI in Schools; and Australian Government responsible AI guidance.