

AI Use in Assessments Policy

Date: 1 May 2026

Next Review: 1 May 2027

1. Purpose of this Policy

This policy sets out SBK Teaching Standards' position on the use of Artificial Intelligence (AI) tools in assessments. Its purpose is to ensure that all assessed work reflects each learner's own knowledge, understanding, and skills.

2. Scope

This policy applies to **all learners** completing any assessment within SBK Teaching Standards courses, including but not limited to:

- Reflective questions
- Multiple-choice questions
- Short-answer questions
- Essay-style questions
- Scenario-based tasks
- Any other assessed activity

It applies to all AI-assisted, AI-generated, or AI-enhanced tools.

3. Policy Statement

AI is not permitted for use in any assessment at SBK Teaching Standards.

Learners must complete all assessments independently, using their own knowledge, understanding, and critical thinking.

The following are **not allowed**:

- Using AI to generate answers
- Using AI to rewrite, paraphrase, or "improve" answers
- Using AI to structure or plan answers
- Using AI to check, correct, or refine answers
- Using AI to analyse questions or suggest responses
- Using AI-powered tools embedded in browsers, apps, or devices

This applies regardless of the type of AI tool used.

4. Examples of Prohibited AI Tools

This includes, but is not limited to:

- Chatbots (e.g., ChatGPT, Copilot, Gemini)
- AI writing assistants
- AI paraphrasing or rewriting tools
- AI grammar-improvement tools
- AI content generators
- AI-powered browser extensions
- AI-assisted note-taking or summarising tools

If a tool uses AI, it must **not** be used for assessment purposes.

5. What Learners *Can* Use

Learners may use:

- Standard spelling and grammar checkers built into word processors
- Accessibility tools (e.g., text-to-speech, screen readers)
- Dictionaries and glossaries
- Course materials provided by SBK Teaching Standards

These tools must not generate or alter the content of the learner's answers.

6. Academic Integrity

All assessments must represent the learner's own work. Using AI in assessments is considered a breach of academic integrity.

A breach includes:

- Submitting AI-generated content
- Submitting content that has been rewritten or enhanced by AI
- Presenting AI-assisted work as your own
- Attempting to conceal AI use

7. Detection of AI Use

SBK Teaching Standards may use:

- Manual review
- Consistency checks
- Comparison with previous learner work
- Moodle Cloud logs
- Other appropriate methods

AI-detection tools may be used as part of a wider review but are not relied upon as the sole evidence.

8. Consequences of AI Misuse

If AI use is suspected or confirmed:

1. The assessment may be voided
2. The learner may be required to resubmit
3. Repeated or serious breaches may result in removal from the course
4. Repeated or serious breaches may result in loss of membership with no refunds allowed due to violation of terms and conditions

All decisions are made by SBK Teaching Standards and are final. See malpractice policy for more information.

9. Support for Learners

Learners who are unsure about this policy or need help understanding assessment expectations can contact:  **SBK-teaching-standards@outlook.com**

Support is available for study skills, understanding questions, and preparing for assessments — but **not** for generating or improving answers.

10. Policy Review

This policy is reviewed:

- **Annually**, or earlier if assessment practices or AI technologies change

Next review date: **1 May 2027**