

THE 2026 SCHOOL ADMISSIONS AI TOOLKIT

A Guide to Answering Modern Parent Queries
& Sample Parent Circulars



*Helping Schools Communicate AI Readiness
with Clarity, Confidence & Credibility*

Prepared by

IBA EDU

2026 Edition



Parents Are Asking Different Questions Now

For years, parents asked schools about:

- Academic results
- Infrastructure
- Faculty experience
- Sports and extracurricular activities
- Safety
- University preparation

These questions still matter.

But a new set of questions is entering school-admissions conversations:

"How is your school preparing students for an AI-enabled future?"

Modern Parents Are Beginning to Ask:

Will students learn how to use AI responsibly?

How will the school protect student privacy?

Will AI reduce independent thinking?

How will teachers use AI in the classroom?

How will the school prevent AI-assisted academic misuse?

What future-ready skills will students develop?

LEADERSHIP INSIGHT

AI readiness is becoming part of how parents evaluate a school's relevance, vision, innovation, and ability to prepare students for the future.

Schools do not need to have every AI answer today.

They need a clear, responsible, and credible direction.

The Question Behind the Question

PARENT QUESTION	WHAT THE PARENT MAY REALLY BE ASKING
"Does your school teach AI?"	"Will my child be prepared for the future?"
"Will students use ChatGPT?"	"Will technology replace thinking and learning?"
"Is AI safe for children?"	"How will the school protect my child?"
"Will AI encourage cheating?"	"How will the school protect academic integrity?"
"Are teachers trained to use AI?"	"Can the school guide students responsibly?"
"Why should children learn AI now?"	"Will these skills create meaningful future opportunities?"

LEADERSHIP CALLOUT

Effective admissions communication should respond to both:

THE QUESTION PARENTS ASK and **THE CONCERN BEHIND THE QUESTION.**

How to Answer Parent AI Questions with Confidence

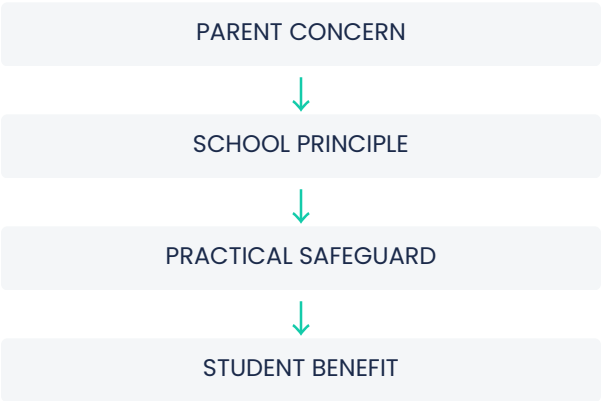
THE TRUST FRAMEWORK

- T** **TRANSPARENCY**
Explain clearly how AI is currently used—or planned to be used—within the school.
- R** **RESPONSIBILITY**
Describe the school’s guidelines for safe, ethical, age-appropriate, and responsible AI use.
- U** **UNDERSTANDING**
Use simple language and explain both the opportunities and limitations of AI.
- S** **STUDENT-CENTRED LEARNING**
Explain how AI supports creativity, critical thinking, learning, and skill development without replacing teachers or student effort.
- T** **TEACHER & HUMAN OVERSIGHT**
Reinforce that educators remain responsible for learning, assessment, safeguarding, and educational decisions.

Do not begin with AI tools.

Begin with student outcomes, responsible learning, safety, and human guidance.

COMMUNICATION FORMULA



Parent Questions Every Admissions Team Should Be Ready to Answer

QUESTION 1

How is your school preparing students for an AI-enabled future?

Our approach focuses on helping students understand and use Artificial Intelligence responsibly, creatively, and critically.

We aim to develop future-ready skills such as problem-solving, communication, digital creativity, responsible technology use, critical thinking, and the ability to evaluate AI-generated information.

AI is introduced as a learning and creative tool—not as a replacement for teachers, student effort, or independent thinking.

KEY MESSAGE: Future readiness with human skills at the centre.

QUESTION 2

Will students use AI tools in the classroom?

Students may participate in age-appropriate, teacher-guided AI-supported learning activities based on the school's approved curriculum, policies, and learning objectives.

The purpose is to help students learn how to use emerging technology responsibly while maintaining active participation, creativity, understanding, and original thinking.

KEY MESSAGE: Guided learning—not unrestricted technology use.

QUESTION 3

Will AI replace teachers?

No. Teachers remain central to learning.

Educators understand student needs, classroom context, emotional development, learning progress, and school values in ways technology cannot.

AI may support selected activities, resource creation, accessibility, or learning exploration, but educational judgement, student relationships,

KEY MESSAGE: AI supports educators. Educators lead learning.

QUESTION 4

Will AI reduce children's ability to think independently?

Our approach is designed to strengthen thinking—not replace it.

Students are encouraged to question AI responses, verify information, compare sources, develop original ideas, explain their decisions, and demonstrate understanding.

Responsible AI learning includes knowing when to use AI, when not to use it, and how to remain the thinker and creator.

KEY MESSAGE: Students think. AI supports.

QUESTION 5

How will AI help my child?

When used responsibly, AI can support curiosity, creativity, communication, personalised practice, accessibility, project development, problem-solving, and digital literacy.

The educational value does not come from using AI alone. It comes from helping students use it purposefully, critically, safely, and creatively.

KEY MESSAGE: Responsible skills—not technology for technology's sake.

Responding to Safety, Privacy & Academic Concerns

QUESTION 6

Is AI safe for children?

Student safety depends on responsible implementation.

Our approach considers age appropriateness, teacher guidance, approved tools, privacy, content review, digital citizenship, and clear student expectations.

Students are taught not to share personal or confidential information and to speak with a trusted adult if they encounter harmful, confusing, or inappropriate content.

KEY MESSAGE: Safety through guidance, safeguards, and responsible use.

QUESTION 7

How will the school protect student privacy?

Students and staff are guided to use school-approved platforms and avoid entering personal, sensitive, confidential, or identifiable information into unapproved AI tools.

Privacy awareness is included as an important part of responsible AI education.

KEY MESSAGE: Protect before you prompt.

QUESTION 8

Will AI encourage cheating?

AI creates new academic-integrity challenges, which is why clear expectations are essential.

Teachers communicate whether AI is not permitted, permitted for learning support, permitted with disclosure, or intentionally included in an activity.

Students remain responsible for understanding, verifying, explaining, and taking ownership of submitted work.

KEY MESSAGE: Clear expectations protect authentic learning.

QUESTION 9

How will teachers know whether students completed the work themselves?

Schools can strengthen authentic assessment through classroom discussion, student reflection, oral explanation, project journals, draft development, presentations, process evidence, and demonstrations of understanding.

The focus should not only be on the final output—but also on what students understand and how they created it.

KEY MESSAGE: Evaluate learning—not only the final product.

QUESTION 10

Are teachers prepared to guide students in AI?

Responsible AI adoption includes educator awareness, professional development, practical guidelines, tool evaluation, privacy training, and ongoing learning.

Teachers remain responsible for reviewing AI-generated educational content and making final professional decisions.

KEY MESSAGE: Teacher readiness comes before responsible student adoption.

Build Confidence Without Overpromising

USE LANGUAGE LIKE

- Age-appropriate AI learning
- Teacher-guided AI activities
- Responsible and ethical AI use
- Human-centred learning
- Student creativity and critical thinking
- Approved educational tools
- Academic integrity and transparency
- Future-ready skills
- Student safety and privacy
- Continuous teacher development

AVOID LANGUAGE LIKE

- AI will guarantee future success.
- Our students will be ahead of every other school.
- AI can teach students better than teachers.
- Students can use any AI tool.
- AI makes learning effortless.
- AI eliminates the need for traditional learning.
- Our school is completely AI-powered.
- AI-generated work is always accurate.
- AI will replace routine teaching.
- Children must use AI to succeed.

CREDIBILITY BUILDS TRUST.
Communicate what the school is doing now, what it is developing, and what safeguards guide implementation.

RESPONSE TEMPLATE

"Our school is currently _____.

We are developing _____.

Our approach prioritises _____.

Teachers will remain responsible for _____.

Students will be guided to _____."

A Ready-to-Use Response for Admissions Teams

"When parents ask how our school is preparing students for an AI-enabled future, our focus is not simply on introducing more technology.

We want students to understand how to use Artificial Intelligence responsibly, creatively, critically, and safely.

Our approach prioritises age-appropriate learning, teacher guidance, student privacy, academic integrity, original thinking, and meaningful skill development.

AI may support learning, creativity, research, and project development—but teachers remain central to education, and students remain responsible for understanding and creating their work.

Our goal is to prepare students not only to use emerging technology, but to use it with curiosity, judgement, integrity, empathy, and responsibility."

PERSONALISE THIS RESPONSE

School Name: _____

Current AI Initiatives: _____

Approved Student Activities: _____

Teacher-Development Initiatives: _____

Responsible AI Safeguards: _____

Future AI Plans: _____

Create Your School's Parent-Facing AI Position

1. OUR EDUCATIONAL BELIEF

"We believe Artificial Intelligence should..."

2. OUR STUDENT OUTCOME

"We want students to develop..."

3. OUR RESPONSIBLE AI APPROACH

"Students will use AI..."

4. OUR SAFETY COMMITMENT

"We protect students by..."

5. OUR TEACHER COMMITMENT

"Our educators will..."

6. OUR ACADEMIC-INTEGRITY COMMITMENT

"We maintain authentic learning by..."

7. OUR FUTURE-READY VISION

"Our long-term goal is..."

FINAL MESSAGE TEMPLATE

"At _____ School, we believe Artificial Intelligence should _____."

Our students will develop _____ through age-appropriate and teacher-guided learning experiences.

We prioritise _____ while ensuring that teachers remain responsible for _____.

Our goal is to prepare students to use emerging technology with _____."

Introducing Responsible AI Learning at Our School

SAMPLE PARENT CIRCULAR

Date: _____

Subject: Introducing Responsible AI Learning Guidelines at Our School

Dear Parents and Guardians,

Artificial Intelligence is becoming an important part of education, creativity, communication, and the future workplace.

As part of our commitment to preparing students for a changing world, our school is developing a structured approach to the safe, ethical, age-appropriate, and responsible use of Artificial Intelligence in learning.

Students may participate in teacher-guided AI-supported activities such as:

- Understanding difficult concepts
- Brainstorming ideas
- Developing creative projects
- Creating educational stories and presentations
- Improving communication skills
- Exploring responsible digital creation
- Learning how to evaluate AI-generated information

AI should support student thinking—not replace it.

Students will be guided to:

- Protect personal information
- Verify AI-generated information
- Follow teacher instructions
- Maintain academic integrity
- Use AI respectfully and ethically
- Disclose meaningful AI assistance when required
- Report inappropriate or harmful content

Teachers will continue to remain responsible for educational guidance, assessment, classroom learning, student wellbeing, and safeguarding.

Further information regarding approved AI-supported activities and school guidelines will be shared as implementation progresses.

We look forward to working together to help students become safe, responsible, creative, and future-ready users of technology.

Warm regards,

Principal/School Leader: _____

School Name: _____

Contact Information: _____

Invitation to a Parent AI Awareness Session

SAMPLE PARENT CIRCULAR

Date: _____

Subject: Invitation: Understanding AI, Student Learning & Responsible Technology Use

Dear Parents and Guardians,

Artificial Intelligence is increasingly influencing how people learn, communicate, create, and work.

As students encounter AI tools in education and everyday life, schools and families have an important shared responsibility: helping children use emerging technology safely, critically, creatively, and responsibly.

We are pleased to invite you to a parent awareness session:

Session Title: Preparing Children for an AI-Enabled Future

Date: _____

Time: _____

Venue/Online Platform: _____

The session will explore:

- What Artificial Intelligence means for education
- Opportunities and limitations of AI-supported learning
- Age-appropriate AI use
- Student privacy and online safety
- Academic integrity
- The role of teachers and parents
- Responsible AI habits at school and at home

This session is designed to provide practical guidance and create an open conversation between parents, educators, and school leadership.

We encourage parents and guardians to participate and share their questions.

Warm regards,

Principal/School Leader: _____

School Name: _____

Registration Details: _____

School AI Guidelines & Parent Acknowledgement

SAMPLE PARENT CIRCULAR

Date: _____

Subject: Responsible AI Usage Guidelines for Students

Dear Parents and Guardians,

Our school recognises the educational opportunities and responsibilities associated with Artificial Intelligence.

To support safe, ethical, and meaningful AI use, students will be expected to follow the school's responsible AI guidelines.

Students should:

- Use approved AI tools
- Follow teacher instructions
- Protect personal information
- Verify important AI-generated information
- Add original thinking and creativity
- Maintain academic integrity
- Disclose meaningful AI assistance when required
- Use AI respectfully
- Report harmful or inappropriate content

Students should not:

- Use AI during restricted assessments
- Submit AI-generated work as entirely original work
- Enter confidential information into unapproved AI tools
- Create harmful, deceptive, discriminatory, or inappropriate content
- Use AI to impersonate, bully, threaten, or embarrass another person

We encourage parents to discuss responsible AI use at home and support children in developing healthy digital habits.

PARENT/GUARDIAN ACKNOWLEDGEMENT

Student Name: _____

Class/Grade: _____

Parent/Guardian Name: _____

- ☐ I have reviewed the school's responsible AI guidelines.
- ☐ I understand the expectations communicated to students.
- ☐ I agree to support responsible AI practices at home.

Parent/Guardian Signature: _____

Date: _____

Is Your Admissions Team Ready for Modern Parent Questions?

Use this checklist to assess your team's readiness to communicate AI initiatives confidently.

SCHOOL POSITION

- ☐ We have a clear statement about AI in education.
- ☐ We can explain our current AI initiatives accurately.
- ☐ We communicate future plans without overpromising.
- ☐ Our AI message aligns with school leadership.

PARENT COMMUNICATION

- ☐ We can answer common parent AI questions.
- ☐ We use simple, non-technical language.
- ☐ We address opportunities and concerns.
- ☐ We explain safety, privacy, and academic integrity.

EDUCATOR READINESS

- ☐ We can explain how teachers guide AI-supported learning.
- ☐ We avoid suggesting AI replaces educators.
- ☐ We communicate teacher-development initiatives accurately.

STUDENT LEARNING

- ☐ We can explain the future-ready skills students develop.
- ☐ We emphasise critical thinking and creativity.
- ☐ We explain age-appropriate learning.
- ☐ We communicate that students remain responsible for their work.

TRUST & TRANSPARENCY

- ☐ We communicate current progress honestly.
- ☐ We avoid exaggerated AI claims.
- ☐ We explain safeguards clearly.
- ☐ We provide a contact person for additional questions.

READINESS SCORE

Total Items Completed: _____ / 20

0-7 FOUNDATION STAGE

Develop a clear school AI position.

8-14 DEVELOPING

Strengthen communication consistency and team preparation.

15-18 ADMISSIONS READY

Your team can confidently communicate responsible AI readiness.

19-20 AI COMMUNICATION LEADER

Your school demonstrates clear, credible, and responsible AI communication.

Turn Parent Questions into School Leadership Opportunities

30-DAY ACTION PLAN

WEEK 1 — ALIGN

- Define the school's AI position
- Review current initiatives
- Identify parent concerns
- Align leadership communication

WEEK 2 — PREPARE

- Train admissions teams
- Create approved responses
- Review school AI guidelines
- Prepare parent communication

WEEK 3 — COMMUNICATE

- Update admissions FAQs
- Share a parent circular
- Add AI readiness to school tours
- Invite parent questions

WEEK 4 — ENGAGE

- Conduct a parent awareness session
- Collect feedback
- Identify implementation priorities
- Communicate next steps

OUR NEXT THREE AI READINESS ACTIONS

1. _____
2. _____
3. _____

Parents do not expect schools to predict every future technology.

They expect schools to guide children through change with educational purpose, safety, integrity, human values, and responsible leadership.

Prepared by IBA EDU

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