



FEYZİYE
SCHOOLS
FOUNDATION
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ARTIFICIAL INTELLIGENCE POLICY



İŞIK SCHOOLS

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Our Mission

“Illuminating the past and the future through education”

Our Vision

FMV Işık Schools is an institution whose primary guiding principle is to ‘raise good citizens’. In fulfilling this, our mission is to strengthen and promote in our students the knowledge of and self-expression in both their mother tongue and foreign languages, tolerance for different cultures, historical awareness, a scientific mindset, analytical skills, sensitivity to the environment and life-long learning.

Our Objectives

In line with the principles of Atatürk, we aim to do the following;

- Foster appreciation and mindfulness of the differences, rights and needs of others and internalize basic values such as peace, tolerance, democracy, children and human rights,
- Create a sense of responsibility towards society and the environment, and raise citizens with good decision-making skills,
- Support fluency in at least one foreign language, coupled with the notion that differences enrich life,
- Engender respect for local and world cultures to help in our students’ development as versatile individuals who see themselves as world citizens,
- Provide a solid foundation for development of digital citizenship skills,
- Adopt the principles of academic integrity in studies,
- Assist in putting acquired knowledge into practice through experience and support creativity
- Promote experiences in arts, sports, social and academic activities in both national and international platforms,
- Help develop self-awareness, to enable good decisions and choices for further study and adulthood.

IB - INTERNATIONAL BACCALAUREATE MISSION

The International Baccalaureate® aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

This policy; In line with the vision, mission and goals given above, FMV Işık Schools establishes the principles of use of Artificial Intelligence Technologies.

1 Introduction and General Information

1.1 Purpose

FMV Işık Schools' current education strategies are open to support with artificial intelligence technologies. This approach aims to offer students a more enlightened education with modern learning methods, focusing on the past, present and future. FMV Işık Schools Raising good people The main purpose of the AI (Artificial Intelligence) Policy, which was written in accordance with the mission of ' ; To create a comprehensive guide on the use of artificial intelligence technologies in accordance with the principles of ethics, data security and privacy, and to provide an updated road map prepared with common sense to add value to education with this vision and increase this value.

1.2 Philosophy

The philosophy of the FMV IO AI Policy basically adopts the following approaches and principles;

- Adopting the principle of common sense in determining AI applications and usage areas, as in all digital processes that affect the overall school flow.
- Raising students as responsible digital citizens who transform the information age by developing 21st century skills.
- Improving the academic performance of students by enriching the learning processes and providing personalized, inclusive and effective learning experiences.
- Creating opportunities to enable students and teachers to develop digital competencies to evaluate and use AI technologies.
- Informing parents about how students benefit from AI technologies and how these technologies are integrated into their learning processes.
- Providing regulations that protect the privacy, security and accessibility of personal data regarding current technologies/developments.

1.3 Artificial Intelligence

Artificial Intelligence (AI) is the branch of science that deals with the creation of systems designed to perform human-like intelligence functions. These systems process information and solve problems using basic concepts such as knowledge representation, inference, search, and intuition. Similar to the difference between people's intuitions and beliefs, artificial intelligence systems seek to exploit the flexibility and interaction between these concepts. In artificial intelligence, where inference plays a fundamental role, solutions to problems are produced by modeling the interaction between beliefs and intuitions. Therefore, while trying to imitate human intelligence, artificial intelligence develops applications in various fields by using these basic concepts in information processing and decision-making processes. [1]

1.4 Artificial Intelligence Literacy

Artificial intelligence literacy; It refers to the knowledge, skills, and behaviors of how AI works, including its principles, concepts, and applications, as well as how to use AI, including limitations, consequences, and ethical considerations. [2] AI Literacy means having the necessary abilities to live in a world intertwined with AI technologies, to learn these technologies and to use them.[3]

1.5 Target Audience and Corporate Stakeholders

FMV IO AI Policy; It includes the school community consisting of administrators, teachers, students and parents. With the studies carried out in line with this policy, it is aimed to raise awareness among school stakeholders about using artificial intelligence in the digital world consciously and ethically to add value to education.

1.5.1 School Management, Teachers and Administrative Staff:

School administrators, principals, teachers and other school personnel are among those responsible for administering the policy and ensuring its proper implementation. The policy guides these groups in managing the process of using AI technologies in school. Teachers benefit from this policy in using AI technologies in their professional development, course design, and classrooms.

1.5.2 TESKO in DLA:

FMV Technology Strategies Commission (TESKO) and Digital Leaders Academy (DLA) are important learning communities regarding the use of AI in the learning environment. They take an active role in determining institutional needs and standards in this field. They support the creation and sharing of studies, activities and content regarding the use of AI for techno pedagogical purposes with the school community.

1.5.3 Students:

Students are the most important target audience of AI policy. The policy includes guidelines for the safe and ethical use of AI technologies that add value to the learning process.

1.5.4 Parents:

The policy informs parents about the use of AI technologies and their integration into the learning environment.

1.5.5 Technology Companies:

Companies producing AI technologies and their projects are followed by the commission. When necessary, technical opinions and suggestions are obtained from these companies.

1.5.6 Academic Institutions and Advisors:

Academic institutions and consultants are important stakeholders in the use of AI in learning environments. Where necessary, support is received from the scientific research and expertise of these stakeholders.

1.5.7 Non-Governmental Organizations:

Non-governmental organizations working on Education and Technology are an important stakeholder group that defends the interests of society. The policy takes into account the opinions and suggestions of these organizations that will benefit the school community.

1.6 Policy Preparation Process

FMV IO AI Policy, which is a living document that reflects the common understanding of our schools on the conscious use of technology; It was created under the leadership of the FMV Technology Strategies Commission (TESKO) with a techno pedagogical perspective based on integrating technology, pedagogy and content knowledge adopted with high precision in the planning and implementation processes of educational technologies.

2. Ethical Considerations and Transparency

At FMV IO, studies on the integration of artificial intelligence into the educational environment are carried out with adherence to ethical issues. FMV Işık Schools is aware of the radical change brought about by the use of AI and that it is a moral obligation to move forward with an understanding of responsibility and honesty in this field.

In this context, from an ethical perspective, our institution, T.R. Stated in the 2021-2025 National Artificial Intelligence Strategies of the Presidential Advisory Office; It adopts the "trustworthy and responsible AI" values and principles established by the OECD, G20, EU and UNESCO. The values and principles to which we are committed are as follows.

Values:

- Respect for Human Rights, Democracy and the Rule of Law
- Improving the Environment and Biological Ecosystem
- Ensuring Diversity and Inclusion
- Living in Peaceful, Just and Interconnected Societies

Principles:

- Temperance
- Safety and Security
- Impartiality
- Privacy
- Transparency and Explainability
- Responsibility and Accountability
- Data Sovereignty
- Multi-Stakeholder Governance

2.1 Ethical Considerations

The use of AI technologies in education aims to strengthen and improve the learning experience without overriding basic human elements. The use of AI is based on principles that prioritize the well-being, privacy and developmental needs of our students.

FMV Işık Schools is careful to prevent all kinds of prejudice and discrimination that may arise from AI technologies, and ensures that these tools are accessible to everyone. It also underlines the importance of the concept of digital citizenship by guiding our students to use artificial intelligence consciously and ethically.

2.2 Transparency

In the context of the stated AI values and principles, FMV IO places importance on demonstrating the importance of AI, making information about these technologies accessible, and explaining their functions and limitations. It is ensured that the school community has the right to request explanatory information. FMV Işık Schools make policy decisions with the participation of stakeholders and share these decisions transparently with the school community.

The technologies used in the learning environment are monitored and evaluated for their impact on student learning and well-being; adjustments and updates are made to tools, policies and strategies when necessary.

3. Data Privacy and Security

The integration of AI technologies with educational processes at FMV Işık Schools brings with it the responsibility of meticulously managing and protecting personal data used in corporate applications. This section provides a clear framework for the collection, use and protection of personal data.

3.1 Definition and Purpose of Personal Data Collection

At FMV Işık Schools, personal data covers a wide range of data in the context of AI technologies. These include students' personal identification information, academic records, behavioral data, interactions with AI technologies, and responses to assessments. Parents, guardians, and students are informed about specific data collection initiatives and consent is obtained where appropriate.

The purposes for collecting personal data are multifaceted as follows.

3.1.1 Improving Educational Outcomes:

By analyzing academic performance and learning behaviors, it aims to improve educational content and methods with AI technologies to provide a more personalized and effective learning experience.

3.1.2 Facilitation of Administrative Processes:

With the use of AI, it is aimed to increase efficiency and effectiveness in school processes by significantly optimizing administrative tasks such as planning, resource and data management.

3.1.3 Supporting Teachers and Staff:

With AI technologies, it is aimed to provide data-driven support to teachers and staff in their professional development, classroom management and teaching strategies.

3.1.4 Data Security Practices:

It is aimed to use and support data security practices to protect the school community's personal data within AI technologies.

4. Access and Equality

FMV IO recognizes that equitable access to AI technologies is important to foster an inclusive and supportive learning environment. The commitment to access and equity ensures that all students, regardless of their socio-economic status, abilities or other distinguishing factors, are provided with equal opportunities to benefit from the transformative potential of AI.

Through these joint efforts, FMV Işık Schools focuses on ensuring that AI technologies serve as tools that add value to learning and foster a learning environment where all students are provided with the resources and support they need.

5. Areas Of Use in Education

AI provides personalized learning experiences by identifying students' individual needs and improving their learning processes. When used for this benefit, it increases learning and teaching efficiency and creates opportunities to support the social emotional development of students.

FMV Işık Schools has set limits for important issues such as information security, data privacy, compliance, copyright and academic honesty regarding the use of AI technologies in education.

5.1 Assignments

The limits of the use of AI technologies in student studies are determined by course teachers within the scope of the following classifications.

5.1.1 Restriction

Students are expected to present their own original works. The study instructions state that the use of AI technologies is not permitted and that the use of any AI technology is against academic integrity.

5.1.2 Mixed Use

The use of AI technologies may be permitted or encouraged in some parts of student work. This use takes place within certain rules and limitations. When using AI technologies, students accurately cite sources and are responsible for evaluating the accuracy of the outputs.

5.1.3 Full Use

Students are encouraged to use AI technologies in their studies. However, the sources of the AI technologies used are accurately cited. Students are given the responsibility to evaluate the accuracy of the AI outputs used and use them appropriately.

5.2 Citations and Bibliography

Any content created by AI used in assignments is cited, cited, and its use is explained in accordance with the referencing formats in the Academic Honesty Policy.

5.3 Plagiarism

Transferring all or part of the content created by AI in any work as if it were the person's own without proper attribution is considered plagiarism.

5.4 Use of Artificial Intelligence Detection Tools

Technologies that claim to detect content developed by AI may not be able to make completely reliable detections of plagiarism. For this reason, teachers are informed not to make a determination about suspected plagiarism using only such systems.

6. Our Responsibilities As Educational Institutions

6.1 Management Responsibilities

6.1.1 Feyziye Schools Foundation supports educators in internalizing and disseminating the subject of AI in the school community, ensures that curriculum planning is carried out as required by creating the necessary resources/time/environment and opportunities, follows the usage processes and evaluates the feedback it receives.

6.1.2 Feyziye Schools Foundation Technology Strategies Commission (TESK0) reviews the FMV IO AI policy every year.

6.1.3 According to the rules specified in the Feyziye Schools Foundation Child Protection Policy; It acts within the framework of the "best interest of the child" in the use of all visual and written documents produced by children's AI technologies. Any depiction of a child is treated fairly while protecting the child's experience, identity and dignity. Verbal (in their native language) and written permissions are obtained from parents/guardians or caregivers before using photographs, films, camera images, audio recordings or personal histories. In addition to all this, all data and content (names, photos, file works) are securely protected in schools.

6.1.4 Feyziye Schools Foundation carries out its work in association with the AI Policy, taking into account the details specified in all other policies of the institution.

6.1.5 In FMV IO Information Technologies Education and all course curriculum plans, AI training and resources are provided within the scope of the IB PYP/DP Transdisciplinary Inquiry Program and units in all courses suitable for students at all levels where there is an IT course.

6.1.6 FMV supports teachers with in-service training and software licenses on the use of AI Technologies in classrooms to add value to learning and teaching processes. IDEA (Işık Digital Internal Training Academy) or face-to-face training for FMV in-service training, and TEKNOKTA (for software license guidance www.teknolojideisikvar.com) provides the necessary support and access.

6.1.7 FMV IO Information and Educational Technologies Coordinators are the natural leaders of the school in terms of knowledge and use of AI technologies; It is an exemplary role model for teachers, students and parents in the use of AI.

6.1.8 Information and Educational Technologies Coordinators within R&D and Educational Technologies create and organize opportunities for IT and school teachers to participate in training, workshops and symposiums on the use of AI in education.

6.2. Teachers' Responsibilities

6.2.1 Teachers use AI technologies in line with their global digital citizenship responsibilities and professional ethical principles.

6.2.2 Teachers are open to improvement in using AI technologies to enrich students' learning experiences and support personalized learning.

6.2.3 Teachers provide students with the information and guidance they need regarding the use of AI in homework and projects. Designs or restructures assignment instructions according to the terms in article 5.1 of this policy.

6.2.4 Digital Leaders Academy (DLA) teachers regularly share all the experiences they have gained within the scope of the DLA Program, as well as content and course designs in the field of AI, with all department teachers and take an active role in the organized training.

6.2.5 Academic departments determine their needs regarding the evaluation of the AI technologies they have licensed for use at the end of each academic year, the continuation of the use of appropriate ones, and new demands and give feedback to the Information and Educational Technologies Coordinators.

6.2.6 Teachers act in accordance with the child protection policy in cases of cyber abuse.

6.3 Students' Responsibilities

6.3.1 They know that it must be responsible for the ethical and effective use of AI technologies used inside and outside the school and undertake to comply with the requirements of the AI Student Agreement prepared accordingly. (APPENDIX 1 - AI Student Agreement)

6.3.2 When they are unsure of what is acceptable in using AI, they consult their teacher.

6.3.3 They also check the accuracy of the information they use in his work using AI from different sources.

6.3.4 They always review and critically re-evaluates outputs from AI technologies before submitting or sharing them.

6.3.5 They are honest about the times they have used AI to help with homework and do not submit work that has entirely been AI-generated as his own.

6.3.6 Any AI-generated content used in assignments is cited in accordance with the Academic Integrity Policy.

6.3.7 They use AI only to support his/her learning and follow the School AI Policy, student agreement, and teacher's instructions regarding when and how to use AI in an assignment.

6.3.8 They collaborate with other students and teachers to increase the effective use and quality of AI.

6.3.9 They do not share personal or confidential information with any AI technology.

7. Linking Artificial Intelligence Policy with Other Policies

7.1 Academic Integrity Policy

Academic honesty is one of the basic principles at FMV Işık Schools. Our school bases its philosophy on the belief of raising world citizens who are honest, responsible and aware of ethical values. It expects students to be aware of the concepts that constitute academic honesty and to exhibit correct academic behavior throughout their lives. Not only our students, but all members of the school community know the importance of being principled and displaying virtuous and honest behavior. Academic honesty basically means fulfilling one's own duty and "real" possession of the knowledge that one claims to have. All students should understand the benefits of properly and honestly conducted research in all types of assignments and studies; Must be aware of the meaning of the terms originality, intellectual property and creative expression. When students include the thoughts of others in these assignments and projects, they must apply the rules of quoting and citing sources. The Academic Integrity Policy aims to teach students to adopt ethical standards in their own work, while in conjunction with the AI policy, it aims to equip students with the skills to use this technology ethically and responsibly. In this way, while students access accurate information using digital resources, they also acquire habits of observing ethical rules in artificial intelligence applications.

7.2 Educational Technologies Policy

While the Educational Technologies Policy determines strategies for the effective use of modern tools and platforms in order to enrich educational processes, the AI Policy aims to provide a road map to use technology more effectively in education and to provide students with the skills to understand the potential of AI applications and integrate them into their learning processes. Support is received from these strategies when implementing AI policy.

Digital Citizenship Principles included in the Educational Technologies Policy aim to provide students of FMV Işık Schools with the skills to be ethical, responsible and conscious citizens in the digital world. Guided by the AI policy, students acquire the habits of having an ethical perspective when accessing information in the digital world and evaluating AI technologies. While the Educational Technologies Policy guides students on digital literacy and ethical use of technology, it complements each other with the AI policy in this context.

7.3 Child Protection Policy

Any kind of interaction that negatively affects the child's emotional, physical and development through information and communication technologies is considered cyber abuse. Cyber abuse; In online environments, children are affected by hatred, suppression, persistent stalking, harassment, bullying, violent and pornographic images, causing their emotional, social and physical development to deteriorate. This type of abuse also includes other types of emotional, physical, sexual neglect and abuse. It is also included in the AI policy that all teachers should be protective and informative in cases where the child may be subjected to cyber abuse.

8. Policy Review Process

In the rapidly evolving field of AI, it is extremely important that our policies and practices are current, effective and aligned to the benefit of our school community.

FMV IO AI Policy is routinely evaluated by the relevant commission at the end of each academic year by adopting a proactive approach, the latest developments in the field, AI trends and predictions are reviewed, and its compatibility with other policies is examined.; It is updated when deemed necessary, taking into account the opinions of students, parents and staff.

9. Artificial Intelligence Policy Commission Members

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- Didem Şiranur
- Medar Vural
- Özgür Alper
- Damla Gül Sapmaz
- Hakan Uzun
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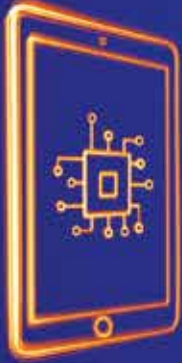
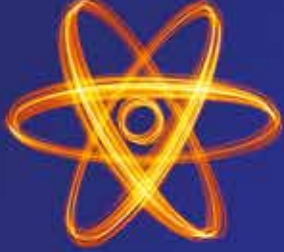


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BAŞARI IŞIK'TA PARLAR

Akademik başarılarımızın yanı sıra; bilimden teknolojiye, spordan sanata
verdiğimiz çok yönlü eğitimle başarı **1885'ten beri** Işık'ta parlıyor.