

Dear Parents and Carers,

Introducing Google NotebookLM: A New Learning Tool for Years 11, 12, and 13

As we move further into the academic year, our focus remains on providing our students with the most effective tools to support their revision and independent study. Following a review by our IT and academic teams, we are pleased to announce that students in Years 11, 12, and 13 will now have access to Google's NotebookLM through their school Google accounts.

What is NotebookLM?

NotebookLM is an AI-powered research and note-taking assistant developed by Google. Unlike general-purpose AI chatbots, NotebookLM is "source-grounded." This means it only uses the specific documents, PDFs, and notes that a teacher or student uploads to answer questions and generate resources.

This creates a "closed loop" for study, ensuring the AI focuses specifically on the curriculum content provided by teachers or the students' own class notes, rather than the wider (and sometimes unreliable) internet.

Key Benefits for Your Child

We believe this tool offers significant advantages for students preparing for GCSEs, A-Levels, and BTECs:

- **Smart Summarisation:** It can take lengthy textbook chapters or complex articles and distil them into key themes and summaries.
- **Study Aid Generation:** With a single click, students can turn their notes into **revision quizzes or flashcards** to test their knowledge.
- **Audio Overviews:** The tool can generate "Deep Dive" audio discussions, allowing students to listen to summaries of their notes—ideal for revising on the go.
- **Citation & Accuracy:** Every AI response includes citations directly linked to the uploaded source, allowing students to verify information instantly.

Privacy and Security

Safety and data protection are our highest priorities. Because students will access NotebookLM via Google Workspace for Education:

- **No Data Mining:** Student data and uploaded documents are **not** used to train Google's AI models.
- **Ad-Free:** There are no advertisements, and student information is never sold to third parties.

Appropriate and Responsible Use

While NotebookLM is a powerful "thinking partner," it is not a replacement for a student's own critical thinking. We have briefed students on the following expectations:

1. **Academic Integrity:** NotebookLM should be used to *understand* and *organise* information, never to generate work and submit it as their own.
2. **Fact-Checking:** Students must still verify AI-generated content against their sources to ensure accuracy.
3. **The "Short-Cut" Trap:** We are encouraging students to use the tool as a starting point for deeper inquiry, rather than a way to avoid reading their source materials.

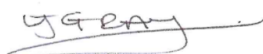
How You Can Support Your Child

We kindly ask for your support in discussing this new tool with your child. You might ask them to show you a "Notebook" they have created for a specific subject, or listen to an "Audio Overview" together.

Encouraging them to use AI as a tutor rather than a ghost-writer will help them develop the essential "AI Literacy" skills required for university and the future workforce.

If you have any questions regarding our implementation of this tool, please do not hesitate to contact the school.

Yours faithfully



Vicky Gray

Principal