

Parent E-mail Example

Subject: AI in Our Classroom: Safe, Guided, and Beneficial

Dear Parents/Guardians,

I'm reaching out to let you know how our class will be exploring child-friendly AI tools in the coming weeks. I understand there can be concerns about new technology, so I'd like to assure you that the platforms we're using have been tested for appropriate content, and will be accessed only under strict teacher supervision. Throughout the entire process, students will never be asked to share personal information of any kind.

These lessons are designed to help students ask smart questions, understand how AI works, and learn to critically evaluate any answers they receive. We've chosen resources that are age-appropriate and safeguarded against inappropriate responses, so our students can safely experiment with AI while discovering its possibilities and its limitations. In every teacher-led activity, I will emphasize critical thinking, encouraging students to question and verify any information an AI provides. This way, we prepare them for a world in which technology is everywhere, showing them that they have the power and responsibility to judge the accuracy and fairness of what they read online.

If you'd like more specifics, please explore our class [Welcome! | Ai Literacy In Pri 2](#) where you'll find a clear overview of the tools we're using, examples of lesson materials, and guidance on how we handle online privacy. If you have any questions or concerns, feel free to reply to this email or schedule a time to chat.

Thank you for your support. I look forward to helping our students develop the skills to navigate technology safely and responsibly.

Warm regards,

[Your Name]

[Your Title/Role]

[School Name]