

## **St. Eithne's Policy on Acceptable Use of the Internet.**

The aim of this Acceptable Use Policy is to ensure that pupils will benefit from learning opportunities offered by the school's Internet resources in a safe and effective manner. Internet use and access is considered a school resource and privilege. Therefore, if the school AUP is not adhered to, this privilege will be withdrawn and appropriate sanctions - as outlined in the AUP - will be imposed.

It is envisaged that the AUP will be revised regularly. Before signing, the AUP should be read carefully to indicate that the conditions of use are accepted and understood.

## **School's Strategy.**

The school will employ a number of strategies in order to maximise learning opportunities and reduce risks associated with the Internet. These strategies are as follows:

### **General.**

- Internet sessions will always be supervised by a teacher.
- Security software will be used to attempt to filter and block inappropriate material.
- The school will regularly monitor pupil's Internet usage.
- Students will be provided with training in the area of Internet safety.
- Uploading and downloading of non-approved software will not be permitted.
- Virus protection software will be used and updated on a regular basis.
- The use of personal USB drives or CD-ROMs in school requires a teacher's permission.
- Students will observe good "netiquette" (i.e. good manners on the Internet) at all times and will not undertake any actions that may bring the school into disrepute.
- The use of personal devices with Internet access e.g. mobile phones, mp3 players, tablets is not permitted in school.

### **World Wide Web.**

- Students will not visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- Students will use the Internet for educational purpose only.
- Students will be familiar with copyright issues relating to online learning.
- Students will never disclose or publicise personal information.
- Students will be aware that any usage, including distributing or receiving information, school-related or personal, may be monitored for unusual activity, security and/or network management reasons.

### **E-mail.**

- Students will use the school e-mail account only under supervision by or permission from a teacher. There will be no personal e-mail accounts allowed in the school.
- Students will not receive or send any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person.
- Students will not reveal their own or others people's personal details, such as addresses or telephone numbers or pictures.
- Students will never arrange a face-to-face meeting with someone.
- Students will note that sending and receiving e-mail attachments is subject to permission from their teacher.

### **Internet Chat/Social Networking.**

- Students will not have access to chat rooms, social networking, discussion forums or other electronic communication forums that have not been approved by the school.
- We recommend that students do not use social networks outside of school. They are too young to fully understand the consequences (13 is the legal age for Facebook) and negative behaviours such as 'cyberbullying' tends to impact on school life.
- We advise that parents & pupils should not 'friend request' staff members on social networking sites e.g. Facebook, as we do not deem this to be appropriate.

## **School Website.**

- Pupils may be given the opportunity to publish projects, artwork or school work on the World Wide Web.
- The publication of student work will be co-ordinated by a teacher.
- Pupils' work will appear in an educational context on Web pages with a copyright notice prohibiting the copying of such work without express written permission.
- Digital photographs, audio or video clips of individual students will not be published on the school website without parental consent. Photographs, audio and video clips will focus on group activities. Video clips may be password protected.
- Personal pupil information including home address and contact details will be omitted from school web pages.
- Pupil will continue to own the copyright on any work published.

## **Legislation.**

The school can provide information on the following legislation relating to use of the Internet which teachers, students and parents can familiarise themselves with, if they so wish:

- Child Trafficking and Pornography Bill 1997.
- 1993 Interception Act.
- Video Recording Act 1989.
- The Data Protection Act 1988.

## **Support Structures.**

The school will inform students and parents of key support structures and organisations that deal with illegal material or harmful use of the Internet.

## **Sanctions.**

Misuse of the Internet may result in disciplinary action, including written warnings, withdrawal of access privileges and, in extreme cases, suspension or expulsion. The school also reserves the right to report any illegal activities to the appropriate authorities.

**Internet Permission Form.**

Please review the attached school Acceptable Use Policy, sign and return this permission to your child's class teacher.

**Name of Pupil:** \_\_\_\_\_

**Class:** \_\_\_\_\_

**Pupil.**

I agree to follow the school's Acceptable Use Policy on the use of the Internet. I will use the Internet in a responsible way and obey all the rules explained to me by the school.

**Pupil's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I give the school permission to publish my work on the school website.

**Pupil's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/ Guardian.**

As the parent or legal guardian of the above pupil, I have read Acceptable Use Policy and grant permission for my daughter to access the Internet. I understand that Internet access is designed for educational purposes. I also understand that every reasonable precaution has been taken by the school to provide for online safety but the school cannot be held responsible if pupils access unsuitable websites.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

In relation to the school website, I understand that, if the school considers it appropriate my child's school work may be chosen for inclusion on the school's websites. I understand and accept the terms of the Acceptable Use Policy relating to publishing children's work on the school website.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I give permission for my daughter's photo to be used on the school website.

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I do not give permission for my daughter's photo to be used on the school website.

.....

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

