

INTERNET ACCEPTABLE USE POLICY

SCOIL MHÁTHAIR DÉ

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General Approach

The aim of this Internet Acceptable Use Policy (AUP) is to ensure that pupils will benefit from the 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. If the school AUP is not adhered to this privilege may be withdrawn and appropriate sanctions will be imposed.

When using the internet pupils, parents and staff are expected:

- To treat others with respect at all times.
- Not undertake any actions that may bring the school into disrepute.
- Respect the right to privacy of all other members of the school community.
- Respect copyright and acknowledge creators when using online content and resources.

This Acceptable Use Policy applies to pupils who have access to and are users of the internet in Scoil Mháthair Dé.

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

Scoil Mháthair Dé will deal with incidents that take place outside the school that impact on the wellbeing of pupils or staff under this policy and associated codes of behaviour and anti-bullying policies. In such cases Scoil Mháthair Dé will, where known, inform parents/carers of incidents of inappropriate online behaviour that take place out of school and impose the appropriate sanctions.

Scoil Mháthair Dé; implements the following strategies on promoting safer use of the internet :

- Pupils will be provided with education in the area of internet safety as part of our implementation of the SPHE and CSPE curriculum.
- Teachers will be provided with continuing professional development opportunities in the area of internet safety.

This policy and its implementation will be reviewed annually by the following stakeholders:

- Board of Management, teaching staff, and support staff.

This policy has been developed by a working group comprising of our Digital Learning Team, in conjunction with a PDST Advisor

The school will monitor the impact of the policy using:

- Logs of reported incidents.
- Surveys and/or questionnaires of pupils, parents, and teaching staff.

Should serious online safety incidents take place, the principal should be informed.

The implementation of this Internet Acceptable Use policy will be monitored by the Digital Learning Team

Content Filtering

Scoil Mháthair Dé has chosen to implement the following level on content filtering on the Schools Broadband Network:

- Level 2 This level allows access to a wide range (i.e. millions) of educational and other websites but it blocks websites belonging to the 'games' category.

Pupils taking steps to bypass the content filter by using proxy sites or other means may be subject to disciplinary action, including written warnings, withdrawal of access privileges, detention and, in extreme cases, suspension or expulsion.

Web Browsing and Downloading

Pupils will not intentionally visit internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.

Pupils will report accidental accessing of inappropriate materials in the classroom to their teacher.

Pupils will report accidental accessing of inappropriate materials in school but outside the classroom to the classroom teacher.

Pupils and staff will not copy information from the internet without acknowledging the creator and referencing the source of the content.

Pupils will use the school's internet connection only for educational and career development activities.

Pupils will not engage in online activities such as uploading or downloading large files that result in heavy network traffic which impairs the service for other internet users.

Pupils will not download or view any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.

- Use of file sharing and torrent sites is allowed with staff permission.
- Downloading by pupils of materials or images not relevant to their studies is not allowed.

Email and Messaging

Pupils will not send any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.

Pupils will not use school email accounts or personal emails.

Pupils should immediately report the receipt of any communication that makes them feel uncomfortable, is offensive, discriminatory, threatening or bullying in nature and must not respond to any such communication.

Social Media

The following statements apply to the use of messaging, blogging and video streaming services in Scoil Mháthair Dé:

- Use of blogs such as WordPress, Tumblr etc. is allowed in Scoil Mháthair Dé with express permission from teaching staff.

- Use of video streaming sites such as YouTube and Vimeo etc. is with express permission from teaching staff.

Staff and pupils must not use social media and the internet in any way to harass, insult, abuse or defame pupils, their family members, staff, other members of the Scoil Mháthair Dé; community. Parents are also encouraged to observe such ethical procedures.

Staff and pupils must not discuss personal information about pupils, staff and other members of the Scoil Mháthair Dé community on social media.

Staff and pupils must not use school email addresses for setting up personal social media accounts or to communicate through such media.

Staff and pupils must not engage in activities involving social media which might bring Scoil Mháthair Dé into disrepute.

Staff and pupils must not represent your personal views as those of bring Scoil Mháthair Dé on any social medium.

Personal Devices

Pupils using their own technology in school should follow the rules set out in this agreement, in the same way as if they were using school equipment.

The following statements apply to the use of internet-enabled devices such as tablets, gaming devices, and digital music players in Scoil Mháthair Dé:

- Pupils are not allowed to bring personal internet-enabled devices into Scoil Mháthair Dé.
- Pupils are not allowed to use personal internet-enabled devices during lessons.

Images & Video

Care should be taken when taking photographic or video images that pupils are appropriately dressed and are not participating in activities that might bring the individuals or the school into disrepute.

At Scoil Mháthair Dé pupils must not take, use, share, publish or distribute images of others without their permission.

Taking photos or videos on school grounds or when participating in school activities is only allowed with expressed permission from staff.

Written notification from parents or carers will be obtained if they DO NOT wish photographs of their child(ren) are published on the school website.

Pupils must not share images, videos or other content online with the intention to harm another member of the school community regardless of whether this happens in school or outside.

Sharing explicit images and in particular explicit images of pupils and/or minors is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved.

Cyberbullying

When using the internet pupils, parents and staff are expected to treat others with respect at all times.

Engaging in online activities with the intention to harm, harass, or embarrass and another pupil or member of staff is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved.

Measures are taken to ensure that staff and pupils are aware that bullying is defined as unwanted negative behaviour, verbal, psychological or physical, conducted by an individual or group against another person (or persons) and which is repeated over time. This definition includes cyber-bullying even when it happens outside the school or at night.

Isolated or once-off incidents of intentional negative behaviour, including a once-off offensive or hurtful text message or other private messaging, do not fall within the definition of bullying and will be dealt with, as appropriate, in accordance with the school's code of behaviour.

The prevention of cyber bullying is an integral part of the anti-bullying policy of our school.

School Websites

Pupils will be given the opportunity to publish projects, artwork or school work on the internet in accordance with clear policies and approval processes regarding the content that can be loaded to the school's website.

The website will be regularly checked to ensure that there is no content that compromises the safety, privacy, or reputation of students or staff.

The publication of student work will be coordinated by a teacher.

Personal student information including home address and contact details will not be published on Scoil Mháthair Dé web pages.

The Scoil Mháthair Dé will avoid publishing the first name and last name of pupils in video or photograph captions published online.

Permission Form

Legislation: The school will provide information on the following legislation relating to use of the Internet which teachers, students and parents should familiarise themselves with:

Data Protection (Amendment) Act 2003

Child Trafficking and Pornography Act 1998

Interception Act 1993

Video Recordings Act 1989

The Data Protection Act 1988

Please find permission forms on the next page that need to be signed by parents and pupils and returned to the class teacher promptly.

This plan will be communicated to the entire staff on Aladdin Documents where it will be stored. It will be communicated to the parent community via the school website.

SCOIL MHÁTHAIR DÉ

INTERNET ACCEPTABLE USE POLICY

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.

Student's Signature:

Parent/Guardian :

Date: _____

INTERNET ACCEPTABLE USE POLICY

SCOIL MHÁTHAIR DÉ

As the **parent** or legal guardian of the above student, I have read the Acceptable Use Policy on the school website and grant permission for my son or daughter or the child in my care to access the Internet. I understand that Internet access is intended 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 students access unsuitable websites.

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

Signature:

_____ Date: _____

Address: _____

Please review our school's Internet Acceptable Use Policy online, and sign and return this permission form to your class teacher.

School Name:

Name of

Student: _____

Class: _____

Date: _____