

**ST. ATTRACTA'S SENIOR NATIONAL SCHOOL
MEADOWBROOK, DUBLIN 16**



**ACCEPTABLE INTERNET
USE POLICY (AIUP)**



**SCOIL SHINSIREACH NAOMH ATHRACHT
CLUAIN GHLAISE, ÁTH CLIATH 16
UIMHIR ROLA: 19716B**



**Saint Attracta's Senior National School.
Meadowbrook, Dublin 16.**

ACCEPTABLE INTERNET USE POLICY (AIUP)

2016/2017

School's Strategy

The school employs a number of strategies in order to maximise learning opportunities and reduce risks associated with the Internet. Within school, these strategies are as follows:

General

- Internet sessions will always be supervised by a teacher.
- Filtering software and/or equivalent systems will be used in order to minimise the risk of exposure to inappropriate material.
- The school will regularly monitor pupils' Internet usage.
- Students and teachers will be provided with training in the area of Internet safety. www.webwise.ie www.ncte.ie, www.saferinternet.org/ww/en/pub/insafe .
- 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 media in school requires a teacher's permission.
- Students will observe good "netiquette" (i.e., etiquette on the Internet) at all times and will not undertake any actions that may bring the school into disrepute.
- Under no circumstances are children permitted to use photos of other children or any school personnel on social networking sites.

World Wide Web

- Students will use the Internet for educational purposes 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.
- Students will not visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.

Email

- Students will use approved class email accounts under supervision by or permission from a teacher for educational projects, e.g. eTwinning.
- Students will not send or receive any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person.
- Students will not reveal their own or other people's personal details, such as addresses or telephone numbers or pictures.
- Students will never arrange a face-to-face meeting with someone they only know through emails or the Internet.
- Students will note that sending and receiving email attachments is subject to permission from their teacher.

Internet Chat

- Students will only have access to chat rooms, discussion forums or other electronic communication forums that have been approved by the school.
- Chat rooms, discussion forums and other electronic communication forums will only be used for educational purposes and will always be supervised.
- Assigned usernames will be used to avoid disclosure of identity.
- Face-to-face meetings with someone organised via Internet chat will be forbidden.

School Website

- Pupils will be given the opportunity to publish projects, artwork or schoolwork on the school intranet and where applicable on the World Wide Web.
- The publication of student work will be co-ordinated and supervised 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. Instead photographs, audio and video clips will focus on group activities. Video clips may be password protected for staff and parental access only.
- Personal pupil information including home address and contact details will be omitted from school web pages.
- Pupils will continue to own the copyright on any work published.

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

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. www.hotline.ie .

Sanctions

Misuse of the Internet will be dealt with very seriously under the school's Code of Good Behaviour and will 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.

What Next . . ?

Please retain the first part of the AUP policy document for future reference.

Complete and sign the second part (overleaf) where appropriate and return it to the teacher by Friday 13th January 2017.

Failure to return the completed 'Permission Form' will result in the loss of online educational activities.



**Acceptable Use Policy
Permission Form
Saint Attracta's Senior National School.
Meadowbrook, Dublin 16.**

Please review the attached school Internet Acceptable Use Policy, sign and return this permission form to the class teacher by next Friday, 13th January 2017.

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, according to our Code of Good Behaviour.

Pupil's Signature: _____ Date: _____

Parent/Guardian

As the parent or legal guardian of the above pupil, I have read the Acceptable Use Policy 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 pupils access unsuitable websites. *(Please tick as appropriate)*

I accept the above paragraph

I do not accept the above paragraph

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

I accept the above paragraph

I do not accept the above paragraph

Signature: _____ Date: _____

Address: _____

Telephone: _____