

INTERNET ACCEPTABLE USE POLICY

Introduction

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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.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 school and parent representatives will revise the AUP annually.

Before signing, the AUP should be read carefully to ensure 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

- Permitted Internet sessions will always be monitored by a teacher / supervisor.
- Filtering software and / or equivalent systems will be used in order to minimise the risk of exposure to inappropriate material.
- NB - Students and teachers will be provided with training in the area of Internet safety.
- Uploading, down loading and accessing of non-approved software will not be permitted.
- Virus protection software will be used and updated on a regular basis.
- The use of any portable storage device e.g. floppy disks, CD-ROMs, flash drives, external hard drives in school require a teacher's / supervisor's permission.

- Teachers and 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.
- All users have a responsibility to use the school’s computer resources and Internet in a professional, lawful and ethical manner. Use of the Internet and email facilities for private and personal purposes is not permitted except when explicitly authorized by school management.

Internet Acceptable Use Policy Page 1

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 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.

Email

- Students will use approved class email accounts under supervision by or with permission from a teacher.
- Students will not send or receive any material that is illegal, obscene and 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 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, discussions forums, message boards and other electronic communication forums will only be used for educational purposes and will always be supervised.
- Usernames will be used to avoid disclosure of identity.
- Face-to-face meetings with someone organised via Internet chat are forbidden.

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.

Internet Acceptable Use Policy Page 2

- 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.
- 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

Sanctions

Misuse of the Internet may result in disciplinary action including:

- written warnings,
- withdrawal of access privileges
- and, in extreme cases, suspension or expulsion in accordance with School Code of Discipline
- The school also reserves the right to report any illegal activities to the appropriate authorities.

PERMISSION FORM

Please review the attached school Internet Acceptable Use Policy, sign and return this permission form to the Principal.

**Scoil Mhuire Secondary School
Ennistymon,
Co. Clare.**

Name Of Pupil: _____

Class / Year: _____

Pupil

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

Pupil's Signature: _____ Date: _____

Parent / Guardian

As the parent or legal guardian of the above pupil, I have read the Internet 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.

I accept the above paragraphs I do not accept the above paragraph
(Please tick as appropriate)

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

I accept the above paragraphs I do not accept the above paragraph
(Please tick as appropriate)

Signature: _____ Date: _____

Address: _____ Telephone: _____
