Scoil an Chroí ró Naofa

Acceptable Use Policy for Internet Usage

March 2004

Killinarden
Tallaght
Dublin 24

Statement

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 Therefore, if our acceptable use policy is not adhered to this privilege will be withdrawn and appropriate sanctions as outlined will be imposed.
It is envisaged that school and board of management representatives will revise this policy annually.
This policy should be read carefully to indicate that the conditions of use are accepted and understood.

This version of the our Acceptable Use Policy was created
March 10th 2004

By

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Pat Brennan, ICT Coordinator

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Robert O'Leary, Principal

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Pat Downey, Chairperson Board of Management

School 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 usage will always be supervised by a teacher.

- Filtering systems will be used in order to minimise the risk of exposure to inappropriate material.

- The school will regularly monitor pupils' Internet usage.

- Teachers 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 floppy disks or CD-ROMs is prohibited.

- Pupils 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.

World Wide Web

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

- Pupils will use the Internet for educational purposes only.

- Pupils will be familiar with copyright issues relating to online learning.

- Pupils will never disclose or publicise personal information.

- Pupils will be aware that any usage, including distributing or receiving information, may be monitored for unusual activity, security and network management reasons.

Email

- Pupils will use only approved class email accounts under supervision and with permission from a teacher.

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

- Pupils will not reveal their own or other pupil's personal details, such as addresses, telephone numbers or pictures.

- Pupils will never arrange a face-to-face meeting with someone.

- Pupils 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.

- 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 school work on the World Wide Web.

- The publication of student work will be coordinated by the ICT coordinator.

- 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.

- 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:

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

Support Structures

The school will inform pupils 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.