



Scoil Oilibhéir Naofa
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Internet Acceptable Usage Policy

Educators believe in the benefits of curriculum-based internet use. The purpose of the Internet Acceptable Usage Policy is to ensure that pupils will benefit from learning opportunities offered by the school's internet resources, and will be protected from harmful and illegal use of the Internet.

Scoil Oilibhéir Naofa will employ a number of strategies to maximise learning opportunities and reduce risks associated with the Internet.

These strategies are as follows:

1. Acceptable Usage Policy (AUP)
2. Education
3. Filtering/Monitoring

Sanctions

If a pupil deliberately misuses the internet or email, this will result in disciplinary action, including the withdrawal of access privileges. Parents /guardians will receive written notification of misuse by a pupil.

Internet

1. Internet will be used for educational purposes only
2. Internet sessions will always be supervised by a teacher
3. Pupils will seek permission before entering any Internet site, unless previously approved by a teacher
4. Filtering software will be used to minimise the risk of exposure to inappropriate material
5. The class teacher will monitor pupils internet safety
6. Pupils will receive training in the area of internet safety
7. Teachers will be made aware of internet safety issues
8. Uploading and downloading of non-approved material is banned
9. Virus protection software will be used and updated on a regular basis
10. The use of personal usb sticks , external storage devices or CD-ROMS in school requires a teacher's permission
11. Pupils will observe good "netiquette"(etiquette on the internet) at all times and will not undertake any action that may bring a school into disrepute
12. "YouTube"(and similar sites) may be accessed only under the supervision and direction of a teacher with the appropriate safety monitoring

Email

If pupils are allowed to use email, the following rules will apply:

1. Email will be used for educational purposes only
2. Students will only use approved class email accounts under supervision by or permission from a teacher
3. Pupils will not send or receive any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person
4. Pupils will not send text messages to or from school email
5. Pupils will not reveal their own or other people's personal details e.g. addresses, telephone numbers, or pictures via school email
6. Pupils will never arrange to meet someone via school email
7. Sending or receiving email attachments is subject to teacher permission.

Internet chat

Students are not permitted to use internet chat rooms.

School website

Designated teachers and personnel will manage the publication of material on the school website.

1. Personal pupil information, home addresses and contact details will not be published on the school website
2. Class lists will not be published
3. Pupil's full names will not be published beside their photograph
4. Digital photographs, video clips and audio clips will focus on groups and group activities rather than on individual pupils
5. Teachers will select work to be published and decide on the appropriateness of such.

Education

Scoil Oilibhéir Naofa will undertake an education programme to educate children on the safe, responsible use of the Internet.

21st century life presents dangers including violence, racism and exploitation from which children and young people need to be protected. At the same time they need to learn to recognise and avoid these risks - to become Internet wise.

Resources that may be used to implement this programme include

- NCTE Internet Safety Awareness Video
- Use of the 'Kids' section on the www.webwise.ie website
- SAFT Interned Safety Awareness Education Programme and exemplars

Filtering

'Filtering' is a term used to describe a way of limiting the content of web pages, emails, chat rooms and other electronic data to which users may be exposed. No filter is 100% accurate. The most effective filtering tool is adult vigilance.

Many browsers have their own built in filtering tool e.g. Google. Google's search engine has a built-in "Safe Search". This filter eliminates sites that contain pornography and explicit sexual content from search results. It is easily applied by clicking on the **Preferences** link on any Google page. Unfortunately it is also easily removed.

Scoil Oilibhéir Naofa has filtering software. The access to websites from all school computers is monitored and regularly reviewed by the NCCA. Websites are only allowed through following a verification of their suitability.

Firewalls

Windows 7 has a built -in firewall. Scoil Oilibhéir Naofa uses, Microsoft Essentials, Windows safe search also antivirus software Nod 32.

The following are attached;

- Letter to Parents
- Responsible Internet Use Pupil Undertaking Form
- Internet Permission form
- School Website Permission Form

This Policy was ratified on 13th April 2016

To be reviewed again in April 2019 (unless otherwise indicated)



Signed: _____
Chairperson Board of Management

Date : _____ 13th April 2016